

CHAMBERS ASSIGNMENTS

CIVIL (NON-FAMILY)

JUDGE MICHELE D. HOTTEN – CIVIL COORDINATING JUDGE

- **Motion to Continue (Tracks 1 thru 4 – CAL & CAE cases ending in 0 to 4)**
- Motion for Scheduling Order (Tracks 1 thru 4 – CAL & CAE cases ending in 0 to 4)
- Motion to Amend Scheduling Order (Tracks 1 thru 4 – CAL & CAE cases ending in 0 to 4)
- Motion for Settlement or Status Conference (cases ending in 0 to 4)
- Motion to Stay/Bankruptcy or Military or Soldier's & Sailors Act
- Motion, Complaint for Interpleader
- Rule 2-507 Cases (law cases)
- Civil Discovery matters 9Cases ending in 5-9)

JUDGE TONI E. CLARKE – CIVIL COORDINATING JUDGE

- **Motion to Continue (Tracks 1 thru 4– CAL & CAE cases ending in 5 to 9)**
- Motion for Scheduling Order (Tracks 1 thru 4–CAL & CAE cases ending in 5 to 9)
- Motion to Amend Scheduling Order (Tracks 1 thru 4–CAL & CAE cases ending in 5 to 9)
- Motion for Settlement or Status Conference (cases ending in 5 to 9)
- Rule 2-507 (equity cases)

JUDGE THOMAS P. SMITH – CIVIL COORDINATING JUDGE

(Track 5 & Business and Technology cases)

- Motion for Settlement or Status Conference (Track 5 & B and T Cases)
- Motion for Scheduling Order (Track 5 & B and T Cases)
- Track 5 and Business and Technology (Primary)
- Civil ADR (Track 5 & B and T Cases)
- Motions to Continue (Track 5 and Business and Technology only)
- Request for Class Action Status (All Tracks)
- Motions for Summary Judgment (Cases ending in 1)
- Motions to Dismiss (Cases ending in 1)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 1)

JUDGE SHEILA R. TILLERSON ADAMS

- Arbitration Reports
- Back-up signer for Foreclosure cases
- Motion for Confessed Judgment
- Motion to Vacate Confessed Judgment
- Motion to Appoint Non-Binding Arbitrator
- Motion to Extend Time to Arbitrate
- Petition to Confirm Arbitration (Medical Malpractice)
- Petition for Order to Arbitrate
- Opposition to Petition for Order to Arbitrate
- Petition to Stay Arbitration
- Acceptance/Denial of Pro Se Pleading/Answers

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Authority: William D. Missouri, Administrative Judge

JUDGE A. MICHAEL CHAPDELAINE

- Summary Judgments (Cases ending in 7)
- Motion to Dismiss (Cases ending in 7)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 7)
- Habeas Corpus (Backup)
- Jury Judge

JUDGE HERMAN C. DAWSON

- Foreclosures
- Receiverships
- Sale in Lieu of Partition
- Trusts
- Motion to Substitute Party (CAE cases)

JUDGE DWIGHT D. JACKSON

- Failure to Perfect Appeals
- Reduce Ad damnum Clause
- Judicial Reviews and Administrative Appeals
 - Motion to Dismiss
 - Other Preliminary Motions
- Signing of Triple Seals
- Motions to Contest and Vacate Tax Liens

JUDGE SHERRIE L. KRAUSER

- Motion for Summary Judgment (Cases ending in 4)
- Motion to Dismiss (Cases ending in 4)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 4)
- Friendly Suits
- Writs of Certiorari

JUDGE MAUREEN M. LAMASNEY

- Habeas Corpus
- Summary Judgments (Cases ending in 9)
- Motion to Dismiss (Cases ending in 9)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 9)
- Motion to Waive Court Costs
- Motion to Waive Filing Fee
- Friendly Suits
- Miscellaneous Request for Show Cause Hearings
- Motions to Remand to District Court
- Petition for Judicial Release
- Writs of Coram Nobis

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JUDGE LARNZELL MARTIN, JR.

- Condemnations
- Mechanic's Liens
- Tax Foreclosures
- Summary Judgments (Cases ending in 3)
- Motion to Dismiss (Cases ending in 3)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 3)
- Rights of Redemption

JUDGE GRAYDON S. MCKEE, III

- Writs of Mandamus
- Friendly Suits
- Motion for More Definite Statement
- Motion to Amend Complaint
- Motion to Intervene
- Motion in Limine
- Motion to Schedule Hearing
- Motion to Shorten, Enlarge or Extend Time
- Motion to Strike
- Adoptions

JUDGE WILLIAM D. MISSOURI

- Assignment of En Banc Panels
- Assignment & Reassignment of Cases
- Mandates from Appellate Courts for cases tried by retired/visiting judges
- Motion for Admission of Out-of-State Attorneys
- Motion for Removal
- Summary Judgments (Cases ending in 5)
- Motion to Dismiss (Cases ending in 5)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 5)

JUDGE C. PHILIP NICHOLS, JR.

- Discovery Motions (All Tracks)
 - Sanctions
 - Compel
 - Protective Orders
- Civil discovery Matters (Cases ending in 0-4)

JUDGE ALBERT W. NORTHROP

- Original Process Motions
 - Motion for Order of Publication/Posting
 - Motion to Quash Service
 - Motion to Substitute Party (CAL cases)
 - Motion for Alternative Service
- Motions for Summary Judgment (cases ending in 0)
- Motions to Dismiss (cases ending in 0)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 0)
- Defaults
- Motion for Order of Default
- Motion to Vacate Default

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Authority: William D. Missouri, Administrative Judge

JUDGE CATHY H. SERRETTE

- Motion for Contempt
- Motion to Quash Writ of Attachment
- Post Judgments (Civil)
- Examiners
- Summary Judgments (Cases ending in 6)
- Motion to Dismiss (Cases ending in 6)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 6)

JUDGE RONALD D. SCHIFF

- Summary Judgments (Cases ending in 2)
- Motion to Dismiss (Cases ending in 2)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 2)
- Motion to Withdraw or Strike Appearance
- Attachment before Judgment

JUDGE RICHARD H. SOTHORON, JR.

- Motion to Deposit in Interest Bearing Account
- Motion to Return Documents (Other than Foreclosures)
- Motion to Withdraw Funds
- Forfeitures & Seizures of Motor Vehicles & other Property pursuant to Art. 27 Sec 297
- Motion to Bifurcate
- Motion to Consolidate
- Motion to Sever
- Motion for Supersedes Bond

JUDGE SEAN D. WALLACE

- Summary Judgments (Cases ending in 8)
- Motion to Dismiss (Cases ending in 8)
- Suggestion/Affidavit of Removal/Transfer/Change of Venue (Cases ending in 8)
- Friendly Suits
- Foreign Judgment

NOTE

THE JUDGE SPECIALLY ASSIGNED TO A CASE WILL HEAR ALL MOTIONS FILED IN THAT CASE EXCEPT PRO HAC VICE MOTIONS, MOTIONS TO TRANSFER FORUM NON CONVENIENS (Rule 2-327d only) AND MOTIONS FOR CONTINUANCE.

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Authority: William D. Missouri, Administrative Judge

CRIMINAL

JUDGE MICHAEL P. WHALEN- CRIMINAL COORDINATING JUDGE

- Discovery Disputes
- Failure to Perfect Appeals
- Motion for Appropriate Relief
- Motion for Bond Review
- Motion for Protective Order
- Motion for Subpoena for Tangible Evidence
- Motion for Transcript
- Motion to Amend Indictments
- Motion to Change Case track
- Motion to Compel
- Motion to Consolidate
- **Motion to Continue Criminal Appeals**
- **Motion to Continue Criminal Trials**
- Motion to Dismiss Indictments
- Motion to Remove from Stet
- Motion to Revoke Bond
- Motion to Schedule Deposition
- Motion to Withdraw Appearance
- Pleas in Criminal Trial Cases *See Note
- Post Conviction Petitions
- Request for Good Cause Hearing

JUDGE SHEILA R. TILLERSON ADAMS

- **Backup** for State's on the Record Appeals from District Court
- **Backup** for the following Criminal Trial Chambers Matters
 - Discovery Disputes
 - Failure to Perfect Appeals
 - Motion to Amend Indictments
 - Motion for Appropriate Relief
 - Motion for Bond Review
 - Motion to Change Case Track
 - Motion to Compel
 - Motion to Consolidate
 - Motion to Dismiss Indictments
 - Motion to Remove from Stet
 - Motion to Revoke Bond
 - Motion to Schedule Deposition
 - Motion for Subpoena for Tangible Evidence
 - Motion for Transcript
 - Request for Good Cause Hearings
 - Motion to withdraw appearances

JUDGE DWIGHT D. JACKSON

- Criminal Expungements

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Authority: William D. Missouri, Administrative Judge

JUDGE MAUREEN M. LAMASNEY

- Adult Drug Court
- Bail Bond Commissioner
- **Backup** for the following Criminal Matters
 - Criminal Expungements
- **Second Backup** Motion to Withdraw Appearance
- **Second Backup** for Request for Good Cause Hearing
- **Second Backup** Motion for Bond Review
- **Second Backup** Motion To Compel

JUDGE WILLIAM D. MISSOURI

- Application for Review of Sentence by Three Judge Panel
- Assignment/Reassignment of Cases
- Motion for Admission of Out-of-State Attorneys
- Motion for Interpreter
- Motion for Release of Grand Jury Testimony
- Order for Mental Examination
- Out -of-State Witness Subpoenas
- Pre-Trial Release - Request for Court Action
- Request for Extradition
- Request for Reverse Waiver Investigation/Remand to Juvenile Court
- Suggestion/Affidavit of Removal/Transfer/Change of Venue
- Writs Ad Prosequendum/Testificandum
- Any Motion for Medical Exam whether through the State or Independent Agency
- Mandates from Appellate Courts for cases tried by retired/visiting judges
- **Back Up** – Motion for Protective Order

JUDGE RONALD D. SCHIFF

- State's on the Record Appeals from District Court

* **Note:** Pleas in Criminal Trial Cases are taken by the Criminal Continuance Judge or the first Judge available if the Criminal Continuance Judge Docket does not provide time to allow for the pleas.

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Authority: William D. Missouri, Administrative Judge

CIVIL FAMILY-DOMESTIC AND JUVENILE

JUDGE JULIA B. WEATHERLY- FAMILY DIVISION COORDINATING JUDGE

- Masters Operations
- Other Matters not listed (Family)
- Continuances (Family Division trials and hearings)
- Generic Orders (Review & Signing)
 - Earnings withholding
 - Consent Orders unless directed to the trial judge
 - Motions to Dismiss
 - Motions to Defer Jurisdiction (UCCJEA disputes)
- OCSE Liaison, Motions and Orders
- Family Division Writs

JUDGE C. PHILLIP NICHOLS - Judge in charge of Juvenile Docket

- Chamber Matters (Juvenile)
 - **First Backup:**
 - Masters Operations

JUDGE SHEILA R. TILLERSON ADAMS

- **Second Backup:** Guardianships

JUDGE A. MICHAEL CHAPDELAINE

- Paternity Matters (DNA requests other than in response to a Complaint for Paternity or Child Support)
- Exceptions (Cases ending in 3-6)
- Review Paralegal Unit Orders

JUDGE HERMAN C. DAWSON

- Juvenile Drug court
 - First Backup:**
 - Juvenile chambers matters
 - Continuances for Juvenile & CINA
 - Guardianships

JUDGE DWIGHT D. JACKSON

- Petitions for Name changes
- Exceptions (cases ending in 7-9)
- Qualified Pension Orders that cannot be directed to the trial judge

JUDGE SHERRIE L. KRAUSER

- Discovery Disputes Domestic Relations Matters
- Guardianships (Adult & minors)
- CINA Exceptions

JUDGE LARNZELL MARTIN, JR.

- Termination of Parental Rights
- CINA Appeals
- Permanency Plan Reviews

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Authority: William D. Missouri, Administrative Judge

JUDGE WILLIAM D. MISSOURI

- Adoptions
- Motion for Change of Venue (within the State)

JUDGE CATHY H. SERRETTE

- Appointment of Guardian Ad Litem (other than appointment made at the scheduling conference)
- Exceptions (Cases ending in 0-2)
- **First Backup:**
 - Juvenile Drug Court
 - Domestic Relations Motions and Orders

Continuances: In the event the backup judge is unavailable, the continuance assignment list shall be used.

Assigned Family Dockets

	<u>Primary</u>	<u>Back-up</u>
Juvenile matters		
Juvenile delinquency court	Nichols	Dawson, Serrette, Northrop
CINA –non-masters hearing	Krauser	Martin
Juvenile Drug Court	Dawson	Serrette
TPR and permanency planning reviews	Martin	Krauser
Adoptions (commencing November)	Missouri	Martin
Guardianships	Krauser	Dawson
Contempt hearings	shared by	Weatherly
	Back-ups	Jackson
		Chapdelaine
		Krauser

Chambers Judge’s Family Division Assignments

- **Motion for Emergency Custody and family matters**
- **Petition for Emergency Psychiatric/Psychological Relief**
- **Petition for Ex Parte Relief from Domestic Violence**
- **Forthwith Orders**

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CONTINUANCE JUDGES

Civil (Equity) – Judge Hotten (**Tracks 1 thru 4 – CAL & CAE cases ending in 0-4**)
Judge Clarke (**Tracks 2 thru 4 – CAL & CAE cases ending in 5-9**)
Judge Smith (**Track 5 –B&T cases**)

Backup – (1) Judge Smith (2) Judge Martin; (3) Judge Northrop
(4) Judge Missouri

Civil (Family) – Judge Weatherly

Backup – (1) Judge Serrette; (2) Judge Chapdelaine (3) Judge Krauser; (4)
Judge Missouri

Civil (Family Guardianships) – Judge Krauser

Backup – (1) Judge Dawson; (2) Judge Adams;
(3) Judge Weatherly; (4) Judge Missouri

Civil (Non Family) - Judge Hotten (**Tracks 1 thru 4 – CAL & CAE cases ending in 0-4**)
Judge Clarke (**Tracks 2 thru 4 – CAL & CAE cases ending in 5-9**)
Judge Smith (**Track 5 – B&T cases**)

Backup – (1) Judge Smith; (2) Judge Martin; (3) Judge Northrop;
(4) Judge Missouri

Criminal Appeals - Judge Whalen

Backup - (1) Judge Adams; (2) Judge Wallace; (3) Judge Lamasney
(4) Judge Sothoron (5) Judge Missouri

Criminal Trials - Judge Whalen

Backup - (1) Judge Adams; (2) Judge Wallace; (3) Judge Lamasney
(4) Judge Sothoron (5) Judge Missouri

Juvenile – Judge Nichols

Backup – (1) Judge Dawson; (2) Judge Serrette; (3) Judge Weatherly;
(4) Judge Missouri

DAILY CHAMBERS JUDGE

Attachments Before Judgment
Declaratory Judgments
Injunctive Relief (Show Causes)
Pleas in Criminal Trial Cases
Request for Ex Parte Injunctive Relief
Search Warrants and Returns
Domestic Violence
Forthwith Orders

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ASSIGNED JUDGE

Any Motion Filed in a Specially Assigned Case (*except a motion to continue a criminal trial beyond the Hicks date. Such motions must go to the criminal continuance judge*)

Mandates from Appellate Courts
Motion for Judgment Notwithstanding the Verdict
Motion for New Trial
Motion for Reconsideration
Motion for Recusal
Motion to Revise/Alter/Amend Judgment
Parole and Probation - Supervision Summary
Violation of Probation

COORDINATING JUDGE

Motion to Seal Cases should be forwarded to the coordinating judge for the particular case type.

ASSIGNMENT OFFICE/OFFICE OF CALENDAR MANAGEMENT

Civil on the Record District Court Appeals (**All**)
Death Certificate/Suggestion of Death
District Court De Novos
Motion for Hearing on Introduction of Out-of-Court Statement of Child Abuse Victim pursuant to Article 9-103.1
Rule 2-507 (b) and (c) cases are scheduled on Fridays unless a case needs judicial intervention other than a hearing in which instance the case file should be sent to Judge Smith.

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