



# Superior Court of California

COUNTY OF VENTURA  
Hall of Justice  
800 South Victoria Avenue  
Ventura, CA 93009

*Michael D. Planet*  
*Executive Officer/Clerk*  
*and Jury Commissioner*

September 23, 2011

Margie Borjon-Miller  
Director, Southern Regional Office  
Judicial Council of California  
Administrative Office of the Courts  
2255 North Ontario Street, Suite 200  
Burbank, CA 91504-3188

Re: Notification of Partial Court Closure on Designated Dates, Daily Limited Service Hours in Clerk's Offices – (Government Code §68106 and *California Rule of Court*, rule 10.620)

Dear Ms. Borjon-Miller:

Pursuant to the above code section and court rule, the Superior Court of California, County of Ventura, is providing 60 day notice of a limited court closure on the below designated dates of the majority of its courtrooms and all of its clerks' offices and an indefinite reduction of hours in all of our clerk's offices.

The majority of the courtrooms and all of the clerk's offices will be closed on November 23, 2011, December 23, 27, 28, 29 and 30, 2011, to mitigate the impact of additional unpaid employee furlough days on court operations. These dates were selected to minimize the impact on the public and court staff as court business is generally the slowest during the holiday season.

A few courtrooms will be open on closure days to hear urgent criminal, juvenile, unlawful detainer, and temporary restraining order issues and a judge will be available to sign any other necessary documents on an emergency basis at the Ventura Hall of Justice, located at 800 South Victoria Ave. Employees will be furloughed on limited court closure days. The small number of employees required to work on closure days will be furloughed on other days.

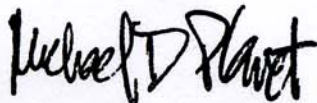
In addition, effective Tuesday, January 3, 2012, the hours of the clerk's offices, Monday through Friday, shall be 8:00 a.m. to 3:00 p.m. for traffic, civil, small claims, family law, criminal, juvenile, probate appeals and records. (Currently those offices are open until 4:00 p.m.) The only exception will be the Walk-up

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Director, Southern Regional Office  
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Express Window at the main Ventura Courthouse for Traffic and Collections, which will remain open from 8:00 a.m. to 6:45 p.m. Monday through Friday.

The above actions are required to address the continued reduction in funding to the California court system. Limited court closure is needed to manage the increased number of furlough days with the vacant positions. Further, a reduction in the Clerk's Offices' hours will help reduced court staff to timely process cases and prepare court. (See attached public notices for more information regarding the impact of reductions to the court's funding.)

Sincerely,

A handwritten signature in black ink that reads "Michael D. Planet". The signature is written in a cursive, somewhat stylized font.

Michael D. Planet  
Executive Officer

MDP/vjb  
Encls.

## **PUBLIC NOTICE- September 23, 2011**

Superior Court of California, County of Ventura

### **November 23, December 23, 27, 28, 29 and 30, 2011- Partial Closures**

Pursuant to Government Code §68106 and California Rules of Court, rule 10.620, the Superior Court of California, County of Ventura, is providing 60 day notice of the decision of the Presiding Judge to institute partial closure days on the above designated dates.

The majority of the courtrooms and all clerk's offices will be closed on November 23, 2011, December 23, 27, 28, 29 and 30, 2011 to mitigate the impact of additional unpaid employee furlough days on court operations.

These partial closure days are not court holidays, so statutory deadlines will not be extended. However, drop boxes are currently provided outside each clerical office for filing papers or submitting payments. Documents placed in the boxes by 5:00 p.m. are deemed deposited for filing that same business day. Most cases already calendared for hearing will be rescheduled and the affected parties notified by the court. An exterior walk-up window on the north side of the Hall of Justice, Government Center, 800 South Victoria Ave., will be open between 8:00 a.m. and 6:45 p.m. for handling criminal/traffic and collections payments only. Limited courtrooms will be open to hear urgent matters, and a judge will be available to sign any other necessary documents on an emergency basis at the Hall of Justice. A courtroom will also be open at the Juvenile Justice Center for urgent juvenile matters. All Simi Valley courtrooms will be closed.

These dates were selected to minimize the impact on the public and court staff as court business is generally the slowest during the holiday season. The court invited public comment pursuant to rule 10.620(d)(3). The court received nine comments from the public. Seven supported closure to assist with the current budget crisis. Two opposed closure but offered no alternatives to address the budget shortfall.

The court has instituted various cost saving measures, including: unpaid employee furloughs, freezing vacancies, layoffs, reengineering court processes for efficiencies, and reduction of expenditures for services and supplies.

The above actions are required to address the continued reduction in funding to the California court system. Since 2008, the Governor and Legislature have approved \$652 million in ongoing budget cuts to the judicial branch. For fiscal year 2011-12, \$2.7 million has been cut from the budget of the Ventura Superior Court. When added to prior reductions, the Ventura Superior Court faces a \$5.8 million deficit for 2011-12, along with the prospect of even deeper cuts in 2012-13.

## **PUBLIC NOTICE**

**September 23, 2011**

Superior Court of California, County of Ventura

**Effective January 3, 2012**

### **Reduction in Operating Hours- All Clerk's Offices**

Pursuant to Government Code section 68106, the Superior Court of California, County of Ventura, is providing 60 day notice of a reduction of hours for the public counters and telephones in the Clerk's Offices.

Effective **Tuesday, January 3, 2012**, the hours of the Clerk's Office, Monday through Friday, shall be 8:00 a.m. to 3:00 p.m. for traffic, civil, small claims, family law, criminal, juvenile, probate, appeals and records. Phone hours will be from 8:00 a.m. – 11:30 a.m., and 1:30 p.m. – 3:00 p.m. The Walk-up Express Window at the main Ventura Courthouse for Criminal/Traffic and Collections' payments, however, will remain open from 8:00 a.m. to 6:45 p.m. Monday through Friday.

Drop boxes are currently provided outside each Clerk's Office for filing papers or submitting payments. Documents placed in the boxes by 5:00 p.m. are deemed deposited for filing that same business day.

The court has instituted various cost saving measures, including: unpaid employee furloughs, freezing vacancies, layoffs, reengineering court processes for efficiencies, and reduction of expenditures for services and supplies.

Staffing in the Clerk's Offices has been significantly impacted by unfilled vacancies and furloughs. A reduction in the Clerk's Office hours will help court staff to timely process cases and prepare court calendars.

The above actions are required to address the continued reduction in funding to the California court system. Since 2008, the Governor and Legislature have approved \$652 million in ongoing budget cuts to the judicial branch. For fiscal year 2011-12, \$2.7 million has been cut from the budget of the Ventura Superior Court. When added to prior reductions, the Ventura Superior Court faces a \$5.8 million deficit for 2011-12, along with the prospect of even deeper cuts in 2012-13.