



State of Florida
Ninth Judicial Circuit Court
The Orange County Courthouse
425 N Orange Ave
Orlando, FL 32801
www.ninthcircuit.org

DOMESTIC VIOLENCE (DV) COURT

PLEASE NOTE: These procedures apply to Judge Collins, Judge Leach, and Judge Rodriguez ONLY. For all other matters not specifically included herein, please feel free to contact the Judicial Assistant for additional information.

CURRENT DOMESTIC VIOLENCE (DV) COURT JUDICIAL ASSIGNMENTS:

Division 44: The Honorable Christy Collins, Circuit Court Judge
Judicial Assistant: Danielle Gedeon – 407-836-1508
E-Mail: 44orange@ninthcircuit.org

Division 45: The Honorable Barbara Leach, Circuit Court Judge
Judicial Assistant: Kaley Pena – 407-836-1538
E-Mail: 45orange@ninthcircuit.org

Division 46: The Honorable Heather Pinder Rodriguez, Circuit Court Judge
Judicial Assistant: Diana Rico – 407-836-0545
E-Mail: 46orange@ninthcircuit.org

A. COURTROOMS

16-A HEARINGS (Note: These hearings are not coordinated with counsel or the parties.)

Monday - Friday 9:00 am and 1:00 p.m.

Status Hearings – Batterer’s Intervention Hearings and Compliance Hearings are set by the Court.

****DV SHORT MATTERS ARE SUSPENDED DURING THE COVID PANDEMIC. THERE ARE NO SHORT MATTERS BEING HELD VIRTUALLY. SHORT MATTERS WILL RESUME WHEN THE COURT CAN HOLD IN-PERSON HEARINGS****

16-B INJUNCTION RETURN HEARINGS

COVID VIRTUAL HEARING TIMES:

Monday-Thursday 8:30 am, 10:00 am, 1:00 pm and 2:00 pm

Friday 8:30 and 10:00 am

Please carefully read the attachments to the temporary injunction or notice setting hearing for the procedure to appear virtually for the return hearings. Please also note the deadlines for sending exhibits to the court for use at return hearings.

Parties and counsel must appear on time virtually in order to participate in the intake process.

16-D HEARINGS AND TRIALS INCLUDING RELATED DOMESTIC CASES

Each Judge has a hearing week that occurs once every three weeks. Hearings during this week are scheduled with the Judicial Assistant

for each Judge at available times through the Judicial Automated Calendaring System (JACS). These hearing times are found on the Court's webpage at

<https://apps.ninthcircuit.org/jacsatt/availableslotframe.asp>.

B. SPECIFIC MOTIONS/HEARINGS

1. Reassignments: Reassignments are done by Order of the Family Court Division Administrative Judge pursuant to Administrative Order 2017-10-01. Domestic Violence and Domestic Relations cases may not be consolidated, although related cases will be heard by the same judge.

2. Attorney Uncontested Dissolutions of Marriage: Attorney Uncontested Dissolutions of Marriage will be set in front of the Judge to whom the case is assigned. For the three Domestic Violence divisions, please find the individual Judge's procedures found on that divisions' JACS page.

3. Requests for Emergency Hearings:

- a. All emergency motions must first be filed with the Clerk's office. When the Clerk has accepted the filing and it is viewable on the Clerk's system, the moving party shall email a copy to the Judge's division email address.
- b. Once received by the Judge's office, the Court will:
 - i. Enter a ruling on the motion without a hearing; or
 - ii. Enter a ruling on the motion without a hearing and/or set a hearing on an expedited basis; or
 - iii. Set a hearing for the motion to be heard on an emergency or non-emergency basis.

4. Requests for Rehearing:

- a. The motion for rehearing must first be filed with the Clerk's office.
- b. Once the Clerk has the original motion, the moving party shall email a copy of the motion to the Judge for review. The Court will:
 - i. Enter a ruling on the motion without a hearing, or

ii. Set a hearing on the Motion for Rehearing

5. Motions to Continue:

- a. The motion must first be filed with the Clerk's office before it is sent to the Judge.
- b. It shall be the responsibility of the moving party to contact opposing party/counsel to determine if they object to the Motion for Continuance. If there is not an objection, the motion with e-filing information appearing at the top shall be emailed to the division email along with a proposed order in Word format. The email must indicate that the motion is unopposed. This is not a guarantee that the matter will be continued.
- c. If the opposing side objects or you are unsure of their position, the motion must be argued at the time that the hearing or trial is scheduled or at an earlier hearing time that counsel obtains through the JACS system. If the continuance is granted, a new hearing or trial time will be set. If the continuance is denied, the scheduled hearing or trial will proceed.

6. Other Motions:

- a. This section relates to motions requiring hearings other than those listed above under "Hearings Set By Court."
- b. All motions must be filed and viewable in the Clerk's system before a hearing time will be confirmed.
- c. Before coordinating a hearing time, counsel shall comply with Administrative Order 2014-19, specifically the "meet and confer" portion of the order. After compliance, hearing time may be acquired by going to the Court's webpage at <https://apps.ninthcircuit.org/jacsatt/availableslotframe.asp>.
- d. It is the responsibility of the moving party to select and coordinate a date with opposing counsel and then contact the Judicial Assistant to confirm the hearing time. If the non-moving party is unrepresented, after attempting to confer, counsel may select a date and time from JACS and contact the Judicial Assistant to confirm the hearing.
- e. A Notice of Hearing should not be sent out until

confirmation (either written or verbal) is received from the Judicial Assistant.

C. MEDIATION AND TRIAL

1. MEDIATIONS ARE BEING HELD VIRTUALLY DURING THE COVID PANDEMIC.

- a. Mediation is required on all Domestic Relations cases in accordance with the Administrative Order 2004-14-02. A motion to dispense with mediation can be filed with the Clerk and a hearing scheduled.

2. Temporary Matters (Form 50):

- a. Parties are required to attend mediation on temporary matters before requesting hearing time on temporary relief.
- b. File Form 50 with Dispute Resolution to schedule mediation. Form 50 may be faxed to 407-836-2367.
- c. If, after mediation, the parties are unable to agree on temporary matters, a hearing on temporary matters may be scheduled with the court. Motions to dispense with mediation can be set for a hearing for those parties with a history of domestic violence.

3. Prior to Trial (Form 50 and Form 51):

- a. Prior to trial the parties must return to mediation to attempt a resolution of all matters in the case. Form 50 should be prepared and faxed to Dispute Resolution at 407-836-2367 for scheduling of mediation.
- b. After mediation is concluded, if any or all issues are unresolved, Form 51 and a Notice for Non-Jury Trial should be filed with the Clerk's office. A copy of BOTH the notice for trial and the Form 51, showing the efilng information at the top, shall be emailed to the division email in order for a trial to be scheduled.

4. Scheduling Conferences and Trials:

- a. After a Notice for Non-Jury Trial and Form 51 are received by the Court, an order setting pretrial and/or non-jury trial will

be sent to counsel of record and/or unrepresented litigants. Attorneys and unrepresented litigants are required to file a pre-trial memorandum as directed in the trial order. A copy should be emailed to the Judge's division email address.

5. Settlement/Cancelations:

Please notify the Judicial Assistant immediately if settlement is reached and a hearing or trial can be cancelled. The Court's hearing time is valuable and can be used in other cases. Filing a Notice of Cancellation does not notify the Judge's office of the cancellation; it simply becomes part of the Clerk's record.

D. INTERPRETERS

The court will only provide interpreters for injunction cases, not the related divorce, paternity, or other cases. If you need an interpreter for a dissolution (divorce), paternity case, or any other non-injunction case, you must supply your own interpreter. The interpreter does not have to be a court-certified interpreter but must be someone who understands English and your preferred language fluently.