

DEPENDENCY POLICIES & PROCEDURES BEFORE MAGISTRATE BERNICE M. BIRD

REPORTS/ORDERS

All Reports and Recommendations/Orders will be drafted by Magistrate Bird. There will otherwise be no need for counsel to prepare and/or submit Reports and Recommendations/Orders, unless that has been specifically directed by the Magistrate in court.

TELEPHONIC/VIDEO APPEARANCE

Any request for telephonic/video appearance before Magistrate Bird must be made pursuant to Florida Rule of Judicial Administration 2.530. The motion must be written, served upon the other parties (who have the right to register objection) and timely filed with the Clerk of the Court, **at least seven (7) days prior to the date of the hearing**. Untimely motions shall be deemed denied.

When a motion for telephonic/video appearance is filed, a courtesy copy of the motion shall also be provided to the Magistrate's assistant to expedite processing. Failure to timely provide a copy of the written motion to the Magistrate and/or delayed receipt of a motion due to misrouting to the judge's office may result in the Motion being denied.

Consideration of motions for telephonic/video appearance are within the sound discretion of the Magistrate. See Rule 2.530(a). There will be no blanket approval of telephonic/video appearance, and requests must be made on a hearing-by-hearing basis.

WEBEX SIGN ON

If video appearance is pre-approved, the Personal Hearing Room address for Magistrate Bird is:

<https://ninthcircuit.webex.com/meet/ctgmbb1>

Parties shall not be permitted into the virtual hearing room unless they have been previously approved for online appearance.

The dedicated link leads to a "waiting room" where you are to remain until the Court admits you into the hearing. Once signed in, be sure that the video and the audio are unmuted and that your camera is facing forward without a virtual background.

The party who is appearing by video **must be on camera** and confirm an audio connection, otherwise they will be disconnected from the hearing.

Please dress appropriately for court and station yourself in quiet non-public area such as a separate room or a non-moving vehicle.

INTERPRETERS

Pursuant to Florida Rules of Judicial Administration 2.560(b), please inform the Magistrate assistant as soon as possible if a litigant needs an interpreter.