

Department N-27 Policies and Procedures - Cynthia A. Freeland
North County
Revised: January 27, 2025

**Honorable Cynthia A. Freeland, Presiding Department
Courtroom Staff:**

Court Clerk:	Michael Garland	(760) 201-8027
Calendar Clerk:		(760) 201-8704
Research Attorney:	Michael Hopkins	

Conformity with Local Rules: Unless otherwise indicated herein, Department 27 strictly adheres to the San Diego Superior Court Local Rules, Division II.

Case Management Conferences: Case Management Conferences are heard Friday mornings at the noticed time. Counsel shall file a Case Management Statement pursuant to California Rules of Court ("CRC"), rule 3.725. Attorneys/parties must be familiar with and comply with the applicable provisions of CRC 3.711-3.715 and 3.722-3.729 and Local Rule 2.1.9. Continued Case Management Conferences do not require a new statement unless directed by the Court. Case Management Conferences may be continued 1-2 weeks by stipulation and proposed order. The Court will review the Stipulation and Proposed Order and if necessary will notify the parties if a hearing is necessary.

Informal Discovery Conferences: Informal Discovery Conferences ("IDC") are conducted on Mondays and Wednesdays at 8:30 a.m. Department 27 will conduct an IDC based on reservations made through the Calendar Clerk and only if all parties to the dispute agree to participate in the IDC. Briefs outlining/summarizing the issues must be submitted to Department 27 and opposing counsel two court days before the IDC. The briefs shall be no more than five (5) pages.

Default Prove-up Hearings: Default Prove-up Hearings are heard on Fridays at 10:30 a.m. and 11:00 a.m. and must be reserved by calling the Calendar Clerk. A witness is required to be present to testify as to the claim.

Ex Parte Matters: Ex parte appearances are by reservation only with the Calendar Clerk and are held on Tuesdays and Thursdays at 8:30 a.m. Ex parte papers are due no later than 11:00 a.m. the business day prior to the scheduled ex parte appearance.

Law and Motion Matters: Motions are heard on Fridays at 1:30 p.m. by reservation only. A tentative ruling will be posted on the San Diego Superior Court website (www.sdcourt.ca.gov) no later than 4:00 p.m. the court day before the hearing date. Motions are heard in accordance with CRC, rule 3.1308(a)(2). Counsel must meet and confer prior to filing demurrers (see CCP 430.41). If a hearing is no longer needed and counsel fails to timely take matters off calendar, the Court may set an OSC regarding sanctions per Local Rule 2.1.20.

Minor's Compromises: Minor's compromises are heard on Tuesdays and Thursdays at 8:30 a.m. by reservation only. The guardian and minor must be present. Minor's compromise papers must be submitted no later than noon the business day prior to the scheduled hearing. There is no fee for a minor's compromise hearing.

Virtual Appearances: Pursuant to the San Diego Superior Court's Local Rules, virtual appearances are allowed for all matters unless otherwise ordered by the Court. Please see the Court's website for up to date information about how to appear virtually.

Trials: This department is normally in session for trials Monday-Thursday 9:00 a.m. to 12:00 p.m. and 1:30 p.m. to 4:30 p.m. Juries typically do not deliberate on Fridays.

Jury Fees: Payment is due before the start of the next trial day, CCP 631(c). Failure to pay the fee then is technically a waiver of a jury trial. Jury Fees shall be posted per code.

Trial Calls: Trial calls are at 8:30 a.m. on Fridays. On the first day of trial, counsel/parties must provide to the Court:

1. Joint Witness List with a short sentence describing the witness (i.e. "Dr. Joe Smith, an internist from Mercy Hospital");
2. Joint Exhibit List (follow grid format on attachment to the Advance Trial Review Orders);
3. Joint Statement of the Case;
4. Jury Instructions - in sequential order with a post-it note indicating who objects to the instruction;

5. Special Verdict Form - either an agreed upon form or each side's proposed form. The form should follow CACI as closely as possible and include all cause of actions and all parties. It should be complete and on pleading paper without the firm name.

Department 27 - ADVANCE TRIAL REVIEW CONFERENCE