



# Superior Court of California County of Colusa

**JEFFREY A. THOMPSON**  
PRESIDING JUDGE

532 Oak Street  
Colusa, CA 95932

**ERIKA F. VALENCIA**  
COURT EXECUTIVE OFFICER  
CLERK OF THE COURT  
JURY COMMISSIONER

**ELIZABETH UFKES OLIVERA**  
ASSISTANT PRESIDING JUDGE

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October 7, 2020

## Colusa Superior Court Notice on Court Operations - COVID-19 Updated October 7, 2020

The Superior Court of California, County of Colusa will continue with limited operations to the public through October 30, 2020.

**If you are experiencing symptoms of COVID-19 (fever ▪ cough ▪ difficulty breathing,) or believe you have been exposed to the virus, please do not come to the courthouse.**

The following adjustments to our calendars and operations will remain in effect until Friday, October 30, 2020

### **Court calendars will be limited to:**

**Anyone** (i.e. Attorneys, Plaintiffs/Petitioners, Respondents/Defendants, Prosecutors, Probation Officers, Interpreters, Court Reporters, Officers/Deputies, Victims, Witnesses, Observers) making a physical appearance in court is **REQUIRED TO WEAR A FACIAL COVERING.**

Courtroom seating is very limited. You may be asked to wait outside and if so, you will be called into the building when your case is called.

- Title IV-D Cases (DCSS) Calendar will be held on Mondays at 9:00 a.m. in Department 1  
**Appearances via telephone and/or Zoom are strongly encouraged. If a physical appearance is made, facial coverings are required.**
- Juvenile Calendar will be held on Mondays at 1:00 p.m. in Department 1  
**Counsel, Department and all parties are strongly encouraged to appear via Zoom. If a physical appearance is made, facial coverings are required.**
- Civil Law and Motion, Small Claims Calendar will be held on Mondays at 9:00 a.m. in Department 2  
**Counsel and all parties are strongly encouraged to appear via CourtCall. If a physical appearance is made, facial coverings are required.**
- Traffic Arraignment Calendar will be held on Mondays at 12:30 p.m. in Department 2  
**Counsel and/or defendants making a physical appearance are required to wear a facial covering.**
- Traffic Court Trials Calendar will be held on Mondays at 3:00 p.m. in Department 2  
**Counsel, Officers/Deputies, Defendants are strongly encouraged to appear via Zoom. If a physical appearance is made, facial coverings are required.**
- Civil Law and Motion Calendar will be held on Tuesdays at 9:00 a.m. in Department 1  
**Counsel and all parties are strongly encouraged to appear via CourtCall. If a physical appearance is made, facial coverings are required.**
- Criminal Felony & Misdemeanor: Atty. Williams Calendar will be held on Tuesdays at 8:30 a.m. in Department 2. Counsel to appear 977 on behalf of Defendant.  
**If a defendant is making a physical appearance, a facial covering is required.**

- Criminal Arraignments Calendar will be held on Tuesdays at 12:30 p.m. in Department 2 Counsel to appear 977 on behalf of Defendant.  
**Counsel and/or defendants making a physical appearance are required to wear a facial covering.**
- Criminal Felony & Misdemeanor: Private Counsel Calendar will be held on Wednesdays at 8:30 a.m. in Department 2. Counsel to appear 977 on behalf of Defendant.  
**Counsel is strongly encouraged to appear via Zoom. If counsel and/or a defendant is making a physical appearance, a facial covering is required.**
- Criminal Felony & Misdemeanor: Atty. Smith Calendar will be held on Wednesdays at 1:00 p.m. in Department 2. Counsel to appear 977 on behalf of Defendant.  
**If a defendant is making a physical appearance, a facial covering is required.**
- In-custody arraignments will be held as needed.

To further reduce the number of individuals in the courthouse, entrance shall be limited to those individuals conducting legitimate business. Parties, their attorneys, witnesses, and those required to participate may enter the courthouse on the day of their hearings. All visitors and observers are to remain outside of the courthouse.

**While at the courthouse, individuals are strongly encouraged to wear facial coverings, practice appropriate hygiene and maintain the suggested six-foot social distancing measures. If making a physical appearance in a courtroom a facial covering is required.**

**Other operations will be modified as follows:**

The Clerk's Office will be open between the hours of 9:00 a.m. and 2:00 p.m. Monday – Friday except court holidays. The court recommends all persons utilize the drop box for all filing types located at the courthouse at 532 Oak Street, Colusa, CA 95932 in lieu of visiting the Clerk's Office. The Clerk's Office is open as indicated above, but the number of people allowed in the lobby will be limited. The drop box will be checked multiple times each business day by the Clerk's Office and filings will continue to be processed in a timely manner. Filings can also be submitted by mail. If your filing necessitates a response from the Court, you should include a self-addressed stamped envelope.

Court users should utilize various options available to minimize the necessity of coming to the courthouse. Those are:

- For general questions, you may contact the Clerk's Office by telephone between the hours of 9:00 a.m. and 2:00 p.m. by calling (530)458-5149.
- In-person Self-Help services are available, but the number of people allowed in the center will be limited. Appointment are strongly encouraged. Family Law Facilitator appointments are available by telephone and/or Zoom, Monday through Wednesday. Please call (530)458-0598 to schedule an appointment. Self-Help information is also available on our website.
- Appointments with the Mediator will be held via phone and Zoom to the extent possible.
- Telephone payments can be made by calling (833)460-8565.
- Online payment options are available at [www.colusacourtpay.com](http://www.colusacourtpay.com)
- Please call (530)458-0598 to schedule an appointment.
- Telephonic and Video appearance are available in certain case types. Please reference the Court calendar information. For telephonic appearances, please contact CourtCall. For Zoom appearances, please email [justicepartners@colusa.courts.ca.gov](mailto:justicepartners@colusa.courts.ca.gov)

Access to justice is an important right of each citizen. The decision to limit functions within the court was made based on information provided by federal and state health officials and in an attempt to protect the public and staff from exposure to COVID-19.

Further adjustments may be made to the Court's calendar, depending on the changing circumstances of the public health threat of COVID-19. The court will monitor the situation and continue to consult with the Judicial Council. Please check the Court's website at [www.colusa.courts.ca.gov](http://www.colusa.courts.ca.gov) for updates.

We regret any inconvenience this closure may cause.