



**JUDGE SUSAN BAKER ROSS**  
SUMMIT COUNTY COMMON PLEAS COURT

**NEW CRIMINAL CASE MANAGEMENT GUIDELINES**

**Beginning July 1**, at the First Pretrial, we will be setting a Trial date and a Final Pretrial date and hearings will only be set in the case if there are pre-trial motions, a plea, or if the attorneys wish to discuss the case with the Judge.

At the First Pretrial, the **prosecutor shall be prepared** with a speedy trial deadline on the case. If the parties agree on a trial date outside the speedy trial deadline the Defendant will be required to acknowledge on the record that they agree to the date despite any potential speedy trial issues.

Any requests for diversion should be addressed with the prosecutor.

Any Motions for Intervention In Lieu of Conviction should be filed with the Clerk and the Court's Bailiff will contact the Attorney to set a date for a screen. When completed the screen results will be sent to the attorneys. Attorney's are advised to consult the recently revised IILC statute - 2951.041 - to determine eligibility. If Defendant meets the eligibility requirements it is presumed they will be granted IILC, the prosecutor does not need to agree to IILC and the Court must make written findings if IILC is denied. Please note: If Defendant misses their first Greenleaf screen and the court grants them one final opportunity to be screened - failure to call in for the rescheduled telephone appointment with Greenleaf **will result in a capias being issued** for the Defendant's arrest.

Any other pretrial motions will be set for hearing. Any motions to continue any hearings shall be submitted in advance in writing. If the Attorneys wish to speak to the Judge they should contact the Bailiff to schedule the meeting.

If the parties work out a plea, they should contact the court to schedule a plea hearing, and must be prepared to advise the Bailiff as follows:

- (1) whether the plea will be to an F1 or F2 (Reagan Tokes), or if it is a plea to a lower level offense,
- (2) whether there is an agreement or it is free to argue to allow time for argument and sentencing
- (3) whether there is restitution and if the amount is agreed upon or if we need to set aside time for a restitution hearing also,
- (4) whether the victim wishes to address the court at sentencing, and/or
- (5) if there is a request for PSI, VIS and further sentencing hearing.

If the parties do not work out the case, they should be prepared at the Final Pretrial to discuss (1) the issues to be addressed at trial, (2) the number of expected witnesses, (3) the number of days for the trial, and if they are requesting a continuance of the Trial date the Court should be promptly notified by written motion prior to the Final Pretrial. If a Motion to continue the trial is filed, if granted the new date will be set at the Final Pretrial. For now, Jury Selection will occur on Tuesday afternoons, but when the pandemic limitations are lifted Attorneys should be prepared to go forward on Monday mornings.

Community Control Violation cases will be set for a maximum of 2 CCV Pretrials and if the parties cannot agree to a resolution at that time, a CCV hearing will be promptly scheduled. Everyone must be prepared to go forward at said hearing.

**If the Defendant does not appear for any hearing a capias will be issued** unless they have medical documentation that they are in the hospital or otherwise unavailable for a legitimate reason. The capias will only be lifted if the Defendant appears at the Courthouse and obtains a new hearing date directly from the Court Bailiff. A second failure to appear will require the defendant to turn themselves in on the capias at either the Jail or CASC. The Court must be notified if the Defendant intends to come to the Courthouse for a new date or turn themselves in to the jail or CASC so that we can make the needed arrangements.