



State of New York
UNIFIED COURT SYSTEM
SUFFOLK COUNTY
FAMILY COURT
400 Carleton Avenue
Central Islip, New York 11722

Honorable James F. Quinn
Supervising Judge
Family Court

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M E M O R A N D U M

TO: Suffolk County Legal Community
FROM: Hon. James Quinn, Supervising Judge of the Family Court
DATE: November 23, 2020
RE: Suffolk County Updated Protocols Relating to Family Court (effective Nov. 23, 2020)

In response to the Chief Administrative Judge Lawrence Marks' Memorandum dated November 13, 2020 and District Administrative Judge Andrew A. Crecca's Memorandum dated November 18, 2020, it is important to convey the protocols now being used in the Suffolk County Family Court. The following is a restatement of such protocols as they apply to Family Court.

All bench trials and conferences going forward, which are not in progress, must be conducted virtually. However, where compelling reasons exist, the presiding judge may submit a written request to the District Administrative Judge ("DAJ") for permission to conduct an in-person bench trial. If deemed appropriate then the DAJ will seek permission from the Deputy Chief Administrative Judge.

Notwithstanding the above, the following matters may be heard in-person if the presiding judge finds it is unlawful or impractical to conduct proceedings virtually:

1. Child protective removal applications;
2. Juvenile delinquency cases including remand placement applications or modifications thereof;
3. Emergency family offense petitions or Temporary Orders of Protection or Orders to Show Cause;
4. Emergency removals;
5. Family Court Act Article 10 evidentiary hearings;
6. Permanency hearings; or
7. Juvenile delinquency arraignments, evidentiary hearings, pleas and sentencing.

In addition, a presiding judge may conduct in-person proceedings involving a self-represented litigant where doing so virtually denies the litigant meaningful access to the proceeding and conducting it in-person is consistent with all Office of Court Administration safety protocols.

In conjunction with the protocols set forth in the memorandums described above, the following rules shall apply for submitting evidence in virtual hearings or trials. The following rules will not apply to emergency proceedings that are conducted in person.

1. Parties can stipulate in advance in writing for evidence to be submitted and emailed to the Court.
2. Parties can pre-mark any document, photograph or item to be sent to the Court three (3) days prior to trial upon the copy thereof being given to all the parties and/or their counsel. Please keep in mind that the Court is prohibited from introducing any foreign USB drives into state-issued computers. The movant shall provide any and all technology necessary to present the evidence to the Court, whether audio or video.

Please be advised that Family Court will now have a full-time TASC representative in the Courthouse five (5) days a week.

Thanking you for your continued courtesies and cooperation.