

## NOTICE TO THE BAR

Effective January 17, 2009, and on each Wednesday thereafter, the Pre-Trial Part will have an expanded number of “new cases” on the calendar for conference. It will thus be difficult, without your cooperation, to conclude the entire calendar in the A.M. session. The calendar for those dates will be in excess of 50 cases. In an effort to avoid continuing the conferences after a luncheon recess, attorneys of record are advised to prepare and pre-file the settlement conference worksheets in advance of those conference dates. A simple outline of each party’s position will suffice. However, a properly completed outline should provide the court with sufficient information to engage in a meaningful settlement conference. Incomplete worksheets will result in having the case dropped to the bottom of the calendar.

Blank settlement conference worksheets will continue to be available in Room 705 and also in Room 217. Once counsel has received a date for a conference which falls on a Wednesday, counsel should contact the other parties involved in the case, and cooperate toward filling out the settlement worksheet. The completed form may be filed with the clerk of the part on any day that the court is in session.

The cooperation of the Bar will be greatly appreciated.

Hon. Paul A. Victor