



SUPERIOR COURT *of* WASHINGTON

==== Cowlitz County ====

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JUDGES

Gary B. Bashor, Presiding
Michael H. Evans
Marilyn K. Haan
Patricia Fasset
Thad E. Scudder

COURT COMMISSIONER

Tierra A. Busby

COURT ADMINISTRATOR

Chadwick M. Connors

ADMINISTRATIVE DEPUTIES

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Michelle L. Honey
Bre Braaten
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Memorandum on Special Set Hearings

10 February 2022

From Superior Court Judges

We have ongoing problems with requests for special set hearings not including the Court Administration. For some clarity please follow the guidelines below.

ANY hearing that being requested to be set before a specific judicial officer, or to a time that is NOT on a regular docket needs to be cleared and scheduled via Court Administration.

Judicial officer availability is NOT available from any of our web resources or from Odyssey.

If you wish to have a Judicial Officer approve the setting, include them in the request, however ALL SCHEDULING NEEDS TO BE DONE THROUGH COURT ADMINISTRATION.

Any hearings which will include an incarcerated person appearing from a State institution require additional considerations and timelines. Please work with Court Administration and the Clerk's office if your hearing includes an incarcerated person.

Sincerely,

Judge Gary Bashor
Presiding.