

OFFICE OF THE CHIEF OF STAFF

NOTICE

August 29, 2019

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TO: All Department Personnel

FROM: Chief of Staff

SUBJECT: PROCEDURES FOR NEWLY CREATED MAGISTRATE UNIT AND OFF HOUR PROBABLE CAUSE DETERMINATIONS

On August 10, 2019, the Los Angeles Superior Court started a new judicial unit called the Magistrate Unit. The Magistrate Unit is comprised of eight judicial officers and is designed as a self-contained unit responsible for all after hour, weekend, and holiday judicial duties including, but not limited to, search warrants, emergency protective orders, child removal orders, probable cause declarations, and bail deviations.

This triggers a change in the current off-hour Probable Cause Determination (PCD) procedures regarding walk-in (paper) requests. Currently (on Sundays and holidays), if a PCD cannot be submitted electronically, Los Angeles Superior Court staffs a judicial officer at the Los Angeles Police Department Operations Center (DOC) located at 500 East Temple Street to process paper PCDs.

Starting August 10, 2019, officers will no longer need to drive to the LAPD DOC for assistance. They can telephonically connect to a member of the Magistrate Unit by contacting the County Operator at (213) 974-1234. Therefore, the Court will no longer staff a judicial officer at the LAPD DOC on weekends and holidays. If you have any questions specific to the Magistrate Unit, please contact Los Angeles Superior Court Administrator II Josie Valadez at (213) 628-7176 or by e-mail to JValadez@lacourt.org.

If you have any additional questions regarding this notice, please contact the Office of the Chief of Staff, at (213) 486-8740.



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Chief of Staff
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