

**SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF NEW YORK  
JUDGE JAFFE, BARBARA**

**Index No. 150440/2019****ANA OVIEDO****- v. -****HHSC 13TH STREET DEVELOPMENT CORPORATION et al****COURT NOTICE****COVID-19 Part 12 Procedures**

Beginning April 13, 2020, virtual court operations will be expanded to non-essential matters. For all matters assigned to Part 12, the following guidelines will govern:

**DISCOVERY CONFERENCES**

For all matters in which a discovery conference was scheduled to take place between March 18, 2020 and April 29, 2020, the parties are directed to conference among themselves and email a proposed preliminary conference stipulation (downloadable at [http://ww2.nycourts.gov/courts/1jd/supctmanh/preliminary\\_conf\\_forms.shtml](http://ww2.nycourts.gov/courts/1jd/supctmanh/preliminary_conf_forms.shtml)) or a compliance conference stipulation on or before April 29 to [cpaszko@nycourts.gov](mailto:cpaszko@nycourts.gov).

If all parties agree to the proposed stipulation, no telephone conference with the court will be scheduled and the stipulation will be reviewed, so-ordered, and entered by the court. The parties are then to proceed with discovery and appear in person at the next conference, which will be scheduled by the court and entered in the parties stipulation, if the court has reopened by that date.

If the parties are unable to agree on a stipulation or new discovery schedule, they may seek a telephonic conference with the court. To schedule a conference, the parties must jointly send an email to [cpaszko@nycourts.gov](mailto:cpaszko@nycourts.gov) and [rmjrome@nycourts.gov](mailto:rmjrome@nycourts.gov) detailing all outstanding discovery issues and proposing at least three agreed on dates and times (from 10am-1pm and 2pm-4pm) for the conference. The court will select a date from those agreed on and advise the parties as to how to commence the conference.

If a party is unable to agree to a new discovery schedule and/or agree to a conference

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stipulation and/or participate in a telephone conference, the party may send an email, copied to all parties, to [cpaszko@nycourts.gov](mailto:cpaszko@nycourts.gov) and [rmjerome@nycourts.gov](mailto:rmjerome@nycourts.gov) specifying the reason underlying the inability to do so. The email will then be reviewed and if warranted, an adjournment will be granted.

While discovery rules remain the same, the parties are reminded that cooperation and flexibility are essential under the circumstances. Parties must be sensitive to issues raised by their opponents, and while everyone should always work toward the amicable resolution of disputes, it is now, more important than ever.

**COMMUNICATIONS WITH THE PART AND CHAMBERS**

All scheduling inquiries are to be directed to [cpaszko@nycourts.gov](mailto:cpaszko@nycourts.gov) and [rmjerome@nycourts.gov](mailto:rmjerome@nycourts.gov), by email sent jointly or with a copy to all sides.

While parties are permitted to call chambers when all sides are on the phone, it is strongly discouraged. When calling chambers, please leave a detailed message outlining your issue, including the index number of the case at issue. You must leave a voicemail in chambers at (646) 386-3727, and you will then receive an emailed response.

Ex Parte communications of any kind are strictly prohibited.

DATED 04/13/2020

FILED By Catherine Paszkowska