

Magistrate Judge Kendall J. Newman

SETTLEMENT CONFERENCE PROCEDURES

SCHEDULING: If parties are interested in a settlement conference, please contact Judge Newman's Courtroom Deputy, Alexandra Waldrop at (916) 930-4187 or awaldrop@caed.uscourts.gov. Parties should indicate to the Courtroom Deputy what specific time frame they want the settlement conference held.

SETTLEMENT CONFERENCE STATEMENTS: Settlement Conference Statements are due 7 days prior to the date of the settlement conference. They **should not be filed on the case docket**. The parties are encouraged to share their settlement statement with the opposing party. Also, any party is invited to submit a confidential statement to Judge Newman. At a minimum, the settlement statements should set forth:

- a brief summary of the discovery and court proceeding to date, including whether there is a scheduled trial date;
- any settlement discussions (formal or informal) that have occurred already;
- any impediments to settlement known to the parties; and
- any other information for Judge Newman that may help him assist the parties in settling the case.

Settlement conference statements shall be emailed to kjnorders@caed.uscourts.gov. Also, parties shall file a Notice of Submission of Settlement Conference Statement on the public docket pursuant to Local Rule 270(d).

PARTICIPATION IN THE SETTLEMENT CONFERENCE: Judge Newman requires the parties either (a) have a principal with full settlement authority present for the settlement conference, or (b) be fully authorized to settle the matter on any terms. The individual with full settlement authority also must have unfettered discretion and authority to change the settlement position of the party where appropriate. The purpose behind these requirements is that the parties' view of the case may be altered during the face-to-face conference. An authorization to settle for a limited dollar amount or sum certain can be found not to comply with the requirement of full authority to settle.

ACCOMODATIONS FOR COMMUNICATION DISABILITIES: The coordinator is Staff Interpreter Yolanda Riley-Portal (yriley-portal@caed.uscourts.gov or (916) 930-4221). To arrange, please refer to the instructions on the Court's website:

1. From the Court's home page, select *Attorney Info* Tab.
2. Select *Accommodations for Communications Disabilities*