

## **Kings County Civil Court Operations**

### **141 Livingston Street**

PLEASE NOTE:

THE COURTHOUSE IS CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE.

To: Counselors:

From: Madeline D. Kirton, Esq.  
Court Attorney to Hon. Carolyn Walker-Diallo, A.J.S.C.

As per the Chief Judge's direction, Kings County Civil Court will now handle non-essential matters. In alignment with the Chief Judge's direction, Judge Walker-Diallo has determined that King's Civil will begin to facilitate settlements, dismissals, and resolutions in all trial-ready no-fault cases. There will be no calendar call, and no defaults. First time on cases will automatically be adjourned.

For calendars for the week of May 4, please report each day if you have dismissals, settlements or resolutions. If you have resolutions, please email me the calendar number on the day the case is on. I will then contact Joe Minogue, who will send me the resolution forms. I will email you the resolution forms for you to complete. Once completed, please email them back to me, copying opposing counsel. The judge will review, sign off and give it to the clerk for processing. You will be able to view the status on e-courts. The judge is available to conference cases should the parties need the court's intervention to facilitate resolution/settlements of cases.

Please note that if a case is not resolved on the date it is on the calendar, it will be adjourned to the next available date. If you later resolve the case, you can email me the disposition and I will inform Judge Walker-Diallo. Furthermore, you can report any settlements in advance of the calendar date.

If you would like to email stipulations of settlement, please email them to [jminogue@nycourts.gov](mailto:jminogue@nycourts.gov), and copy me on the email: [mkirton@nycourts.gov](mailto:mkirton@nycourts.gov). (You can also wait until the Court has resumed "normal" operations to file the stip). It is imperative that you copy me on the email so Judge Walker-Diallo knows the case has been resolved. As per Joe Minogue, please follow the directions below when naming and saving the document:

Clearly name each, PDF with the Index Number. The name of each file needs to be clearly marked with the appropriate Index Number and submitted in this format CV-123456/19KI...

Thank you for your continued cooperation. If you have any questions, please let me know.

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