



# Superior Court of California County of Santa Clara

## 2023 Civil Grand Jury Application and Nomination Form

☐ Mr.    ☐ Mrs.    ☐ Ms.    ☐ Dr.    ☐ Mx.    ☐ No title

1. Name: \_\_\_\_\_  
Last First Middle

2. Residence Address: \_\_\_\_\_  
Street City, State Zip

3. Home Phone: (    ) \_\_\_\_\_ Cell Phone: (    ) \_\_\_\_\_

E-mail: \_\_\_\_\_

Gender: ☐ Man (or male)    ☐ Woman (or female)    ☐ Non-binary    ☐ Decline to answer

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Place of Birth: \_\_\_\_\_

Age Range: ☐ 18-25    ☐ 26-34    ☐ 35-44    ☐ 45-54    ☐ 55-64    ☐ 65-74    ☐ 75 and over

Driver License or State ID Number: \_\_\_\_\_

Indicate your race/ethnicity by checking all that apply:

- ☐ American Indian or Alaska Native    ☐ Hispanic/Latino  
☐ Asian    ☐ Native Hawaiian or other Pacific Islander  
☐ Black or African American    ☐ White  
☐ Other race or ethnicity (please state): \_\_\_\_\_ ☐ Decline to answer

Sexual Orientation: ☐ Gay    ☐ Lesbian    ☐ Bisexual/pansexual    ☐ Straight/heterosexual  
☐ Queer    ☐ Another sexual orientation    ☐ Decline to answer

4. Student: Yes No ☐

5. Employment Status: Presently Employed ☐  
Not Employed ☐  
Retired ☐

6. Please provide detailed (present and/or past) employment (10 years or two most recent jobs) and educational background information on a separate sheet of paper.  
This resume/statement of qualifications as requested is attached:  
Yes No

Last Name: \_\_\_\_\_

7. If you are employed, does your employer understand the nature of the duties of a Grand Juror and will they release you to *full-time* Grand Jury service for the entire period that the jury shall be in session? Yes ☐ No ☐

**If you are currently employed, a written release verification from your employer  
MUST BE ATTACHED TO THIS APPLICATION.**

**EMPLOYERS ARE NOT REQUIRED TO PAY WAGES TO CITIZENS SERVING ON  
THE CIVIL GRAND JURY.**

8. Name of Spouse/Significant Other: \_\_\_\_\_

Spouse/Significant Other's Occupation/Employer: \_\_\_\_\_



*Pursuant to California Rules of Court, Rule 1.100 and the Americans with Disabilities Act (ADA), the Superior Court of California, County of Santa Clara, does not discriminate against persons with disabilities.*

9. Do you require any accommodations for a mental or physical condition (including impaired hearing, eyesight or mobility) to enable you to participate in the application process or as a Grand Juror? *(Please explain)*

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10. Are you a citizen of the United States? Yes ☐ No ☐

11. Do you read and understand English? Yes ☐ No ☐

12. Are you 18 years or older and will you have been a resident of the State of California and of the County of Santa Clara for at least one year as of December 15, 2022? Yes ☐ No ☐

13. Are you a registered voter? Yes ☐ No ☐

14. The Political Reform Act (Gov. Codes § 81000, 84100 et seq.) requires most state and local government officials and employees who make or participate in the decision-making process to publicly disclose their personal assets and income. If you are selected as a member of the Civil Grand Jury, you will be required to complete a Statement of Economic Interests (Form 700).

Are you willing to complete the [Form 700](#)? Yes ☐ No ☐

Last Name: \_\_\_\_\_

- 15. Are you related to or closely associated with any elected official or public employee?**  
Yes ☐ No ☐

If yes, please give their name(s) and explain relationship(s):

\_\_\_\_\_  
\_\_\_\_\_

- 16. Are you currently serving as an elected public official?** Yes ☐ No ☐

Title: \_\_\_\_\_ Date term ends: \_\_\_\_\_

- 17. Have you ever been convicted of any of the following?**

Malfeasance in Office	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Felony	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Misdemeanor	Yes <input type="checkbox"/>	No <input type="checkbox"/>

***If you have answered "yes" to any of the above, please provide details below:***

*Please note that a misdemeanor conviction is not an automatic bar to acceptance of application. Each case is considered individually and confidentially. Please provide additional information on a separate sheet if necessary.*

Offense	City/State	Date	Penalty

- 18. As a member of any profession or organization or as a holder of any office, have you ever been suspended, disbarred or otherwise disqualified?**

Yes ☐ No ☐

- 19. Are you contemplating any absence from Santa Clara County in the Calendar Year 2023, which might interfere with your performance as a Grand Juror?**

Yes ☐ No ☐

If yes,  
Departure Date: \_\_\_\_\_

Return Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

20. If selected as a finalist, will you be able to attend the mandatory Drawing/Empanelment Ceremony on Thursday, December 15, 2022, at 4 pm? Yes ☐ No ☐

21. Training pursuant to Penal Code § 914 for the 2023 Civil Grand Jury is tentatively scheduled on January 5 and 6, 2023. It is required that each of the persons selected for the 2023 Civil Grand Jury attend these meetings.

Will you be able to attend all of the mandatory training sessions? Yes ☐ No ☐

22. If selected as a Grand Juror, you will be required to swear or to affirm the following obligation:

"I do solemnly swear (affirm) that I will support the Constitution of the United States and of the State of California, and all laws made pursuant to and in conformity therewith, will diligently inquire into, and true presentment make, of all public offenses against the people of this state, committed or triable within this county, of which the grand jury shall have or can obtain legal evidence. Further, I will not disclose any evidence brought before the grand jury, nor anything which I or any other grand juror may say, nor the manner in which I or any other grand juror may have voted on any matter before the grand jury. I will keep the charge that will be given to me by the court."

Do you have any objections to taking such an oath or affirmation?

Yes ☐ No ☐

23. Will you define and evaluate issues without expressing personal bias?

Yes ☐ No ☐

24. Are you aware that the Civil Grand Jury is required to publish a final report of issues they have investigated? Yes ☐ No ☐

25. Are you willing to investigate county government issues and prepare reports on these issues? Yes ☐ No ☐

26. Please outline your knowledge and understanding of the role and function of the Civil Grand Jury and of county government. (Attach additional sheets if necessary)

27. Why do you want to serve on the Civil Grand Jury and what contributions would you hope to make as a member? (Attach additional sheets if necessary)

Last Name: \_\_\_\_\_

**28. Please assist the Court in the evaluation of the Grand Jury recruitment program by indicating from which source you learned about service on the Santa Clara County Civil Grand Jury. (Please select all that apply)**

- |   |                                    |
|---|------------------------------------|
| <input type="checkbox"/> Newspaper (which?) _____ | <input type="checkbox"/> NextDoor  |
| <input type="checkbox"/> TV/Radio (which?) _____  | <input type="checkbox"/> LinkedIn  |
| <input type="checkbox"/> Agency (which?) _____    | <input type="checkbox"/> Instagram |
| <input type="checkbox"/> Referred by: _____       | <input type="checkbox"/> Twitter   |
| <input type="checkbox"/> Other: _____             |                                    |

**29. Have you ever served on the Santa Clara County Civil Grand Jury?** ☐ Yes ☐ No  
**If yes, list the year(s):** \_\_\_\_\_

I am in possession of all my natural faculties, of ordinary intelligence and of sound judgment and fair character. I certify under penalty of perjury that all of the statements I have made are true, complete and accurate.

Executed at \_\_\_\_\_, California.  
City

Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

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**For Court Use Only**

The above candidate is suitable, competent and qualified to serve as a Grand Juror, for the Calendar Year 2023 under Sections 893 and 896 of the California Penal Code. I have discussed the requirements for Grand Jury service and have ascertained availability for service.

\_\_\_\_\_  
Date

\_\_\_\_\_  
HON. THEODORE C. ZAYNER  
Presiding Judge of the Superior Court  
State of California, County of Santa Clara

# Superior Court of California County of Santa Clara

191 North First Street  
San Jose, California 95113  
(408) 882-2700



REBECCA J. FLEMING  
Chief Executive Officer

ADMINISTRATION

Effective Date: November 15, 2021

## **SANTA CLARA COUNTY SUPERIOR COURT COVID-19 VACCINATION POLICY** **APPLICABLE TO COURT VOLUNTEERS**

### **Purpose**

The Court is obligated to take reasonable measures to safeguard the health and safety of our employees, judicial officers, and the jurors, parties, witnesses, attorneys, and other community members who enter Court facilities.

This policy is based on the significant rise of COVID-19 cases and hospitalizations among the unvaccinated due to the Delta variant and the [strong recommendation of the Health Officer](#) that employers adopt such policies for their employees.

### **Policy**

All Court volunteers, including Temporary Judges and Settlement Attorneys, who perform services for the Court on-site, attend in-person meetings, or otherwise report in person at Court must be fully vaccinated against COVID-19, or have been tested for COVID-19 using a polymerase chain reaction (PCR) COVID-19 test within seven (7) days of entering Court facilities and received a negative test result.

This policy does not apply to volunteers who exclusively work remotely and are not required to come to Court facilities in the performance of their work for the Court.

Fully vaccinated means (1) it has been at least two weeks since a person has completed the entire recommended series of a COVID-19 vaccine, and (2) the person has provided proof of vaccination in a form consistent with the requirements for verification of vaccine status in the [State of California's July 26, 2021 Public Health Officer Order](#).

### **Implementation**

Effective November 15, 2021, all Court volunteers must be fully vaccinated against COVID-19, or have tested negative for COVID-19 using a PCR COVID-19 test within seven (7) days of entering Court facilities. All Court volunteers must sign the certification below. Any Court volunteer who is not fully vaccinated or who does not abide by the testing requirement will not be allowed to enter Court facilities while in performance of their duties.

Volunteer Certification

I certify that:

- 1) I have reviewed the Court's COVID-19 Vaccination Policy Applicable to Court Volunteers Effective November 15, 2021 ("Volunteer Vaccination Policy").
- 2) I will be fully vaccinated, as defined in the Court's Volunteer Vaccination Policy, or will have tested negative for COVID-19 using a PCR COVID-19 test within seven (7) days of entering the Court's facilities in performance of my volunteer duties.
- 3) If I chose to not be fully vaccinated, either for personal, health, or other reasons, or not to test within seven (7) days of entering Court facilities, I will conduct my volunteer duties remotely and will not perform my volunteer work at Court facilities.
- 4) I will comply with all reasonable requests by the Court for documentation demonstrating my compliance with this Certification.

I verify the truth and accuracy of the statements in this Certification under penalty of perjury under the laws of the State of California.

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Volunteer Name

**APPLICANT STATEMENT**

I, \_\_\_\_\_, understand that my name may be placed in nomination to be considered for membership on the Civil Grand Jury of Santa Clara County for the Calendar Year 2023.

I understand that the term will be from January 2 to December 31, 2023.

I am aware that such service requires that I be in attendance at least 25 hours per week and frequently more. In this regard, I understand that as a Grand Juror, I must be flexible and able to serve some evening and weekend hours as well as working during normal business hours as determined by the 2023 Civil Grand Jury. I declare, pursuant to Penal Code § 896(a), that I will be available to serve during those required hours.

Each member of the Grand Jury shall be allowed a per diem for each day's attendance, either at general sessions or committee assignments of the Grand Jury. Mileage expense (nontaxable) is also compensated each mile actually and necessarily traveled for purposes of said sessions or committee work.

Now, therefore, I have read and understand the above and I hereby state that I have no commitments which would prevent me from meeting the requirements for service on the Santa Clara County Civil Grand Jury.

I recognize that my attendance will be expected and may be required by the Foreperson of the Grand Jury.

I fully understand that the Civil Grand Jury staff will conduct a background check. **Furthermore, I understand that I must complete a Form 700.**

I therefore request that I be considered as a candidate for the Civil Grand Jury of Santa Clara County for the Calendar Year 2023.

\_\_\_\_\_  
Signature (Full Name)

\_\_\_\_\_  
Date

**REMINDER:** Please attach (PRESENT and/or PAST) employment (10 years or two most recent jobs) and educational background information. A resume may be submitted to satisfy this requirement.

Please be sure to **sign** and return this completed application to:

**Britney J. Huelbig  
Deputy Manager, Civil Grand Jury  
Superior Court of California, County of Santa Clara  
191 North First Street  
San José, California 95113**

**-or-**

**Submit by email (preferred method) to [CGJ@scscourt.org](mailto:CGJ@scscourt.org)**

**Deadline to Apply: September 16, 2022**

**Submit Application**



### APPLICANT CHECKLIST

- Application completed, and signed and dated
- Applicant Statement and Volunteer Certification signed and dated
- Included employment and educational background information (or resume)

*Please note: electronic signatures will be accepted for the above-listed items.*

### IMPORTANT DATES TO REMEMBER – MANDATORY ATTENDANCE

➤ Empanelment Ceremony	In Person or Virtual Event	Thursday, December 15, 2022
➤ Grand Jury Orientation	In Person or Virtual Event	Thursday, January 5, 2023
➤ Grand Jury Legal Training	In Person or Virtual Event	Friday, January 6, 2023
➤ <i>California Grand Jurors' Association Training</i>		<i>Week of January 17, 2023 Exact dates to be determined</i>

Please visit the Court website for additional information:  
[www.scscourt.org/CGJ](http://www.scscourt.org/CGJ)