

**Here's the update from Albany County:**

March 18, 2020

Good morning;

With the ongoing developments of the spread of COVID-19, our office is continuing to attempt to put into place a “protocol” for social distancing for the foreseeable future. I thought I should share our plans. While these changes seem “anti-social” in nature, I believe they are a proactive way for us to reduce the possibility of the spread of COVID-19 to our office and to the rest of the Albany County Bar and your clientele. Thank you for your understanding!

**EFFECTIVE IMMEDIATELY, DISTRICT JUDGE'S CHAMBERS WILL IMPLEMENT THE FOLLOWING PROCEDURES AND PROTOCOLS (TO REMAIN IN PLACE THROUGH THE END OF APRIL 2020 AT THIS TIME):**

- When possible, we will schedule all possible hearings by telephone & videoconference;
- We will vacate & continue non-essential hearings that cannot be conducted effectively by telephone or video (civil matters, etc.);
- We will attempt to limit any and all hearings/trials to 2-3 days per week;
- For constitutionally and statutorily required hearings (e.g., criminal and juvenile), we also will limit hearings/trials to 2-3 days per week;
- Anyone with symptoms of illness should communicate as much to the Court *in advance* of the hearing so that it may be rescheduled;
- All Title 25 hearings will be held via videoconference with BHS;
- Our Judge's Chambers door will remain locked; admission will be on an as-needed basis only;
- Counsel/clients/Clerks/witnesses/others are asked to await their hearings/trials in the hallway outside Judge's Chambers (Room 303). Our office will notify folks of the next scheduled hearing so that individuals can proceed into the courtroom;
- No “in chambers” conferences or hearings will be held;
- Anyone with court business/questions should communicate via email and/or by telephone. Our office will respond as quickly as possible;
- Our office personnel will be encouraged to telecommute when possible;
- Our office will pick up files from our “queue” in the Clerk of District Court office twice per day – once in the morning and once around noon/early afternoon – we will attempt to limit additional trips;
- We ask that the Clerks of District Court communicate questions/needs to our office via email and/or telephone for our immediate attention;
- No members of the public or law enforcement should be referred to our office in person – all inquiries should begin via telephone and/or email (we will set necessary appointments with individuals);
- Clerks who are looking for files (e.g. putting away temporary files) should communicate with our office via email & we can search for the necessary files in our offices. Access to files in our offices should be limited to 10:00 AM and 3:00 PM each day.

In essence, we are trying to create a “bubble” around our office to limit the possibility of exposure. We also have agreed (as a Staff as a whole) to limit travel outside the City of Laramie for the foreseeable future – even for personal business. All of this will be hard to implement but we will attempt to be as diligent as possible.

Thanks again for your patience and understanding!

*Tori R.A. Kricken*  
*District Judge, Second Judicial District*