



Hot Springs County Courthouse  
415 Arapahoe St.  
Thermopolis, WY 82443  
(307) 864-3323

Washakie County Courthouse  
1001 Big Horn Ave.  
P.O. Box 408  
Worland, WY 82401-0408  
(307) 347-2331

Big Horn County Courthouse  
420 West "C" St.  
Basin, WY 82410  
(307) 568-2118

HOLLY NEUFER  
Judicial Assistant

**BOBBI  
OVERFIELD**  
District Court Judge

RANEE L. GONSALEZ  
Official Court Reporter

DAVID HILL  
Law Clerk

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March 23, 2020

Re: District Court proceedings and protocols for Judge Overfield re: COVID19

TO: Esteemed Counsel and pro se persons with legal cases before Judge Overfield

As you are aware the Courthouses in Big Horn, Hot Springs and Washakie Counties are now closed to the public. In an effort to answer some questions and address some concerns regarding hearings that are currently set before Judge Overfield please refer to the following information.

**Filing**

The District Court Clerk's offices are still accepting original filings via mail and courthouse drop boxes. It is strongly encouraged that Parties file by **fax and/or email** until further notice. The Clerk's office will **waive** fees and the page limits associated with fax/e-mail filing until further notice. All other provisions of Wyoming Rule of Civil Procedure 5(e) continue to apply, for example, sending a hard copy by U.S. Mail along with the filing fee. The Clerk's would like you to call and confirm that you are faxing so that they can make sure it is received. Please continue to request settings and provide copies of motions and proposed orders to the Court as you have always done in the past.

## **Hearings and Trials**

With the exception of emergency Title 25 and Shelter Care hearings, no new settings will be made prior to April 10, 2020. This date was set by the Wyoming Supreme Court's Order Adopting Temporary Plan to Address Health Risks Posed by the COVID-19 Pandemic. (This can be found on the Supreme Court Website). We may begin to re-set hearings to occur after April 10 depending on the circumstances. All hearings currently scheduled will remain set until further notice. However, the Court will be conducting all hearings by video conference or teleconference. If a hearing can be delayed, please submit a joint or stipulated motion and order to reset the hearing. If it cannot be delayed please contact my Judicial Assistant, Holly for information on how to call in or appear via phone or video. We do have the capability for everyone to appear via laptop through a web link. Also see section on exhibits below.

Where allowed, criminal proceedings will be conducted by video conference or teleconference in coordination with Law Enforcement. Those criminal matters where parties are required to appear in person (ie. sentencings) and that are scheduled prior to April 10 will be continued by motion of the court. You should expect a notice of resetting.

Although no in-person hearings are expected to occur before Judge Overfield prior to April 10, if an in-person hearing is required, please practice recommended health and sanitation measures needed to prevent transmission of COVID19.

## **Exhibits**

Prior to any phone or video hearing, any exhibits that counsel wish to introduce at the hearing shall be furnished to (1) the witness to be used for that evidence, (2) opposing counsel, and (3) to the Court. Each exhibit shall be clearly marked according to an exhibit list that is to be provided to opposing counsel and the Court not later than 12:00 noon the day before the hearing, unless previously ordered otherwise. Failure to provide any such exhibits may result in the preclusion of the exhibits.

In the event original exhibits are to be provided to the Court, counsel should contact the Court's Judicial Assistant for appropriate protocols such as sending the exhibits by mail or by some other means and where they should be sent. Counsel may also arrange to provide exhibits electronically to the Court's Judicial Assistant and Law Clerk at [hneufer@courts.state.wy.us](mailto:hneufer@courts.state.wy.us) and [dmhill@courts.state.wy.us](mailto:dmhill@courts.state.wy.us).

Exhibits provided to the Court will not be given to the Judge prior to a hearing and will be subject to the normal rules regarding admissibility. Electronic exhibits provided to the Court, if admitted into evidence, shall be considered the original exhibits when video or telephonic hearings are held, unless a substitution is required and approved by the Court, such as for certified copies, maps, high quality photographs, or similar documents where an electronic copy is not appropriate.

**PLEASE NOTE:** Everything set forth above is subject to change on a daily basis, but hopefully it will get us through April 10. We will continue to monitor the situation and contact you regarding any changes. Please contact our office if you have any questions. We will be maintaining regular business hours. You can call our number in Worland at 307-347-2331 or email Holly or David. I am also open to discuss policies and procedures if you have any questions or recommendations.

Thank you for your time and patience.

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Honorable Bobbi Overfield  
District Court Judge