

Covid-19 Operating Plan

Judicial District: Third

Courthouse: Lincoln County

Address: 925 Sage Avenue - Kemmerer, WY 83101

Judges: Joseph B. Bluemel

List every judge who regularly conducts business in this courthouse

Proposed Start Date of Select

In-Person Proceedings: July 1, 2020

This does not include jury trials. Pursuant to the Wyoming Supreme Court's Third Order Amending March 18, 2020 Temporary Plan to Address Health Risks Posed by the Covid-19 Pandemic, no jury trials should be held until a Covid-19 Jury Trial Operating Plan is submitted to the Wyoming Supreme Court, and in any case, not before August 3, 2020.

Please identify measures your courthouse is implementing in each of the following categories:
(Please refer to the Covid-19 Reopening Guidelines for guidance)



Scheduling

(All judges conducting business in the courthouse should coordinate their schedules to minimize the number of people appearing for proceedings at one time. Examples include regular virtual meetings among judges to discuss schedules, calendar sharing, coordination between judicial assistants, etc.)

The District Court will balance the need for in person hearings with the benefits of video and teleconference hearings. While balancing those factors and receiving input from the litigant, the Court will continue to schedule and conduct as many court hearings via video or teleconference as possible.

The District Court will conduct scheduling conferences by teleconference or video, except in unusual circumstances that necessitate in person conferences.

The District Court will provide notice in all scheduling orders that any vulnerable population members may request to appear via video or teleconference upon request. If that is not appropriate the matter will be continued or accommodations made.

Due to the physical distance of approximately four (4) miles between the District Court and the Circuit Court, there is no need to coordinate schedules.



Social Distancing

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☐ Among Court Staff

(e.g. Staggered work shifts, plexiglass at clerk's window, seating arranged 6' apart, etc.)

Court Staff shall continue to social distance (minimum of six feet).

The District Judge's Chambers shall remain closed to the public/attorneys until further notice.

The Clerk of the District Court will have Plexiglass installed by the first part of July, 2020.

☒ Among Public

(e.g. Remote check-ins and scheduled arrival times, floor markers and signage indicating 6' of distance, one-way traffic flow markers, seating arranged 6' apart, etc.)

Notices will be posted on the District Courtroom doors with instructions that anyone entering the Courtroom must maintain social distancing of at least six (6) feet; must sanitize hands before entering the Courtroom, and are required to wear face covering. The benches in the courtroom will be marked with places to sit that are six (6) feet apart. No one other than persons essential for each specific hearing will be allowed in the Courtroom. Attorneys shall maintain proper social distance at the counsel tables and shall wear face coverings while in the Courtroom.

The Court is excluding the general public from all hearings that must be held in person and will make video or teleconference listening available to the general public upon request.

☒ Hygiene

(e.g. hand sanitizer and Kleenex dispersed throughout courthouse, handwashing flyers posted near all faucets, hand soap readily available near all faucets, sneezing and coughing etiquette flyers posted throughout courthouse)

The District Courtroom will have hand sanitizer available at the entrance. Notice will be posted directing persons that they must sanitize their hands before entering the Courtroom. The Courtroom will be cleaned in the areas used after each in-person hearing. The Courtroom will be thoroughly cleaned each night. Signs will be posted notifying the public of the location of the restrooms.

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☒ Screening

(e.g. Flyers posted outside courthouse directing individuals with Covid-19 symptoms not to enter, temperature checks of all individuals entering courthouse)

The District Court shall post notices that persons experiencing symptoms of COVID-19, including cough, shortness of breath, sore throat, headache, chills, repeated shaking with chills, muscle pain and/or a new loss of taste or smell, may not enter the Courtroom. Those parties will be provided directions to make alternate arrangements to appear via video or teleconference as allowed by law.

☒ Vulnerable Populations

(e.g. allow remote appearances by attorneys and litigants who fall into at-risk categories whenever possible, if at-risk individuals must attend in-person proceedings the court should make every effort to schedule such appearances at times when there are few other individuals in the courthouse)

The District Court will post notice that members of vulnerable populations should not enter the Courtroom and be provided directions to make alternate arrangements to appear via video or teleconference as allowed by law.

☒ Face Coverings

(e.g. supplying court staff with face coverings, requiring face coverings in all public areas of the courthouse)

All persons entering the District Court shall wear a face covering at all times.

☒ Cleaning

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(e.g. creating a schedule of regular cleanings of courtrooms, bathrooms, and other public areas; send court staff regular reminders to sanitize commonly touched surfaces such as keyboards, phones, and door handles)

The Courtroom will be cleaned in the areas used after each in-person hearing. The Courtroom will be thoroughly cleaned each night.

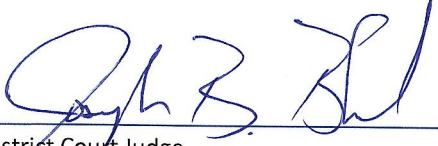
☐ Other (if applicable):

(consider and address other circumstances unique to your courthouse and community if necessary)

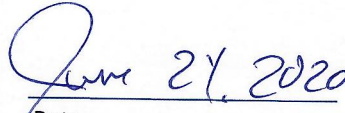
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Signatures:

Every judge (or a representative if multiple judges) regularly conducting business in the courthouse must approve and sign the courthouse operating plan, as well the city or county health official.

X 


District Court Judge



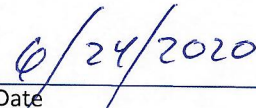
Date

X _____
Circuit Court Judge

Date

X 

City or County Health Official



Date