

# Covid-19 Operating Plan

Judicial District: Eighth Judicial District

Courthouse: Platte County Courthouse

Address: 800 9th Street

Judges: Judge F. Scott Peasley

*List every judge who regularly conducts business in this courthouse* Judge Patrick Korell

Judge Nathaniel S. Hibben & Judge I. Vincent Case

Magistrate Scott W. Cole

Proposed Start Date of Select

In-Person Proceedings: June 2, 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.)*

District Court and Circuit Court will continue to encourage the use of telephonic or video technology for all hearings, unless the hearing is required to be conducted in-person by Rule or applicable law, or the preside Judge finds it necessary to conduct an in-person proceeding.

The District Court and Circuit Court will continue to share calendars and coordinate to minimize the number of people in the courthouse at one time.

Social Distancing

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## Among Court Staff

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

The Courts encourage staff to work staggered shifts.

The Clerk's counters have a plexiglass shield.

The Circuit Court staff are permitted to work from home, where appropriate.

## 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.)*

The Judge will begin each proceeding by encouraging in-person attendees to maintain social distancing and observe health recommendations.

Witnesses may testify from a location away from the witness box if needed for social distancing.

Hand sanitizer will be made available outside the courtrooms.

Seating in the lobby and areas outside the courtroom has been arranged to encourage social distancing.

Members of the public who desire to observe court proceedings are encouraged to attend by telephone or video.

The Courts will limit the maximum capacity of the courtroom to ensure social distancing (25 people total will be allowed in the courtroom). Court staff will monitor to ensure compliance. The Judges will enforce the occupancy limits.

## 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)*

Signs are posted outside the courtroom encouraging proper hygiene. Signage is posted in all restrooms reminding all individuals of best practices.

Disposable masks and hand sanitizer are available at the Clerk's counter.

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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)*

Signs are posted in the lobby directing the individuals with Covid-19 symptoms shall not enter the courtroom. Similarly, signs are posted directing persons who may have been exposed or who have been in contact with ill individuals shall not enter the courtroom.

Entry to the courtroom is denied to any individual feeling feverish or with a measured temperature greater than 99 degrees, or presenting with any sign or symptom of Covid-19.

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 Courts will continue to accommodate vulnerable individuals, including caregivers for vulnerable individuals, by permitting telephonic and video hearings. The public is notified through signage outside the courtroom detailing the steps to be taken to notify the Court if a person requests an accommodation.

The Courts remain committed to ensuring the public is able to observe and participate in the Court process.

Face Coverings

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

All staff have been provided face coverings.

Disposable masks are available for members of the public at the Clerk's counters.

All members of the public attending in-person proceedings are encouraged to wear face coverings.

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 is cleaned after each in-person proceeding. Court staff will sanitize counsel table and chairs, defendant table and chairs and the courtroom doors after each in-person proceeding. Portions on the public gallery, if occupied, will be sanitized after each in-person proceeding.

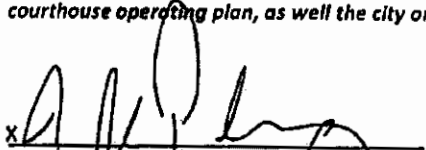
Other (if applicable):

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

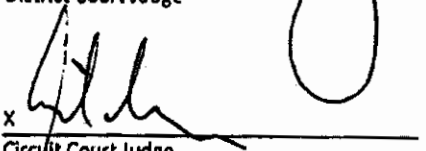
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## Signatures:

*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

6-5-2020  
Date

x   
Circuit Court Judge

6-8-20  
Date

x   
City or County Health Official

6/8/2020  
Date

**Platte County Public Health  
Coleman Building  
718 9th St.  
Wheatland, WY 82201  
307-322-2540**