

Covid-19 Operating Plan

Judicial District: Second Judicial District – Albany County Circuit Court Jury Trial Plan

Courthouse: Albany County Courthouse

Address: 525 Grand Ave. Laramie, WY

Judges: _____

Robert Sanford, Circuit Court Judge

** All judges in the courthouse should coordinate the timing of jury trials to minimize the number of jurors in the courthouse at one time; however, district and circuit courts may develop separate operating plans.*

Proposed Start Date of Jury

Trials:

August 26, 2020

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

Pre-Courthouse Screening

(e.g. supplemental juror questionnaires screening for high-risk individuals, providing safety precaution information, increasing number of jurors summoned for each venire panel to allow for more excusals)

Supplemental Jury (COVID 19) Questionnaires to screen out risk factors of infection. (S.Ct.)

PPE provided. Specifically: disposable masks, plastic face screens, hand sanitizer.

Check-in via telephone while jurors remain in cars.

Random drawing of jury pool names selected for voir dire while jurors wait in vehicles.

Staggered call-in and seating of each juror.

Each panelist will have his or her temperature taken before entering courtroom. Each panelist will be required to sanitize hands and wear mask.

In addition to a cloth mask, each juror will be given a clear face shield to be used during voir dire.

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Courthouse Protections

(e.g. operating and inspecting ventilation systems, leaving doors open where possible)

Leave doors open at all times.

Extra cleaning before jurors called in, at the lunch hour and between each witness.

Ventilation on maximum settings.

Extra Clerks to ensure single-point handling of exhibits.

Hand sanitizer provided at counsel tables, deliberation rooms, jury box, and at entrance to courtroom.

Jurors will not gather in the lobby of the courthouse but rather will wait in their vehicles and will be called on cell phone individually and immediately seated at >6ft distance.

Voir Dire

(e.g. health screenings on arrival, possible use of larger facilities, staggered arrival times, disinfect courtroom between panels, spaced seating, plexiglass barriers, remote voir dire, providing PPE)

Health screenings pre-arrival.

Court-provided masks and face shields.

Extra Cleaning, including sanitizing all surfaces in courtroom and lobby.

Use of gallery in Circuit Courtroom or District Courtroom for Voir Dire.

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Use of extreme distancing during Voir Dire to allow jurors to answer questions.
Use of clear full-face screens to enhance protections during Voir Dire.
Use of boom microphone or equivalent during voir dire rather than passing handheld microphone.
Attorneys will conduct Voir Dire from counsel table equipped with microphones. Tables are at least 6 ft apart and >6ft from jurors.

Seating the Jury

(e.g. PPE, implement social distance between jurors while maintaining ability to see and hear, plexiglass barriers, alternative areas for juror recesses/deliberations)

Jury seated at 6ft distance and use of masks provided.

3-sided Plexiglass barrier separating witness from jury.

Assigned seats for jurors so there is no interchange.

Split accommodations (three separate jury rooms) for jurors during recesses (pre-deliberation).

Liberal leave policy so that jurors may take recess individually (outdoors or in car...with enhanced admonishment not to discuss or research the case)

Jurors will be released and recalled in a staggered fashion in order to allow adequate spacing.

Deliberations held in largest room available. (i.e. courtroom itself with monitoring turned off/ or alternate site)

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□ Conducting the Trial

(e.g. allow public access via webcast/livestreaming, create separate areas for jurors and public, eliminate podiums, allow attorneys and clients to communicate via electronic devices, limit use of communal microphones and disinfect after use, limit juror contact with exhibits until deliberations)

Public access via livestream if feasible.

Exhibits presented/published to jury using large video monitors in courtroom.

Upon deliberation, individual exhibit notebook made for each juror to avoid any cross-contamination.

Original exhibits handled only by clerk with gloves and mask.

Attorneys will question Witnesses and address jury only from distanced podium using boom microphones dropped from ceiling.

Attorneys will not approach jury under any circumstances.

Attorneys will only approach a witness with leave of the Court and with masks and plexiglass barrier in use.

Podium will be sanitized thoroughly between every person.

Attorney tables distanced (>6ft) from jurors and from each other.

Use of masks by everyone not currently speaking on the record.

Sidebars will always involve use of masks.

Microphones covered with plastic. Plastic changed after each use.

Witness box and microphone disinfected after each witness.

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- Infection Event Protocol
(e.g. notify public health officials)

Trials in Circuit Court generally last one day.
If an infection event occurs, the party will notify the Court immediately. Court will then go into recess and notify public health officials of any infection event.
The Court will consider whether to resume or delay the trial or declare a mistrial.

- Other (if applicable):
(consider and address other circumstances unique to your courthouse and community if necessary)

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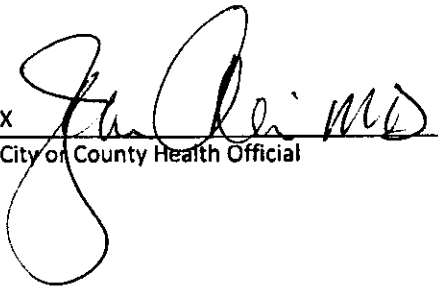
Signatures:

The operating plan should be approved by every judge regularly conducting business in the court subject to the plan. A representative judge must sign the operating plan, along with the city or county health official.

X 

Judge

7-28-20
Date

X 

City or County Health Official

8-11-20
Date

