

Covid-19 Operating Plan

Judicial District: First Judicial District - Circuit Courts, 3rd Amended
Courtouse: Laramie County Circuit Court
Address: 309 West 20th Street
Judges: Thomas Lee
List every judge who regularly conducts business in this courthouse Antoinette Williams
Sean Chambers

Proposed Start Date of Select In-Person Proceedings: March 21, 2022

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 Circuit Court Judges will continue to coordinate the scheduling of in-person proceedings to avoid large gatherings of persons appearing for Circuit Court.

The Circuit Court will continue to utilize video and telephone as allowed by law.

- Social Distancing

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Among Court Staff

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

There is sufficient spacing between individual workspaces in the Circuit Court. The public access to the Circuit Court has a glass partition. Face masks are available in the event that staff must meet in a confined space where sufficient spacing is not possible. Hand sanitizer and disinfectant is available.

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.)

Signs are posted in public areas of the Circuit Court informing the public about optional face coverings, proper hygiene, information about COVID-19, and advising that those experiencing signs and symptoms of illness should not enter the Circuit Court.

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)

Each courtroom has hand sanitizer, disinfecting wipes, and kleenex available.

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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 will be posted in public areas of the Circuit Court informing the public about optional face coverings, proper hygiene, information about COVID-19, and advising that those experiencing signs and symptoms of illness should not enter the Circuit Court.

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)

Individuals who fall into the vulnerable population category will be permitted to appear by phone or video, as allowed by law. If an individual from a vulnerable population must appear in person in Circuit Court, reasonable efforts will be made to reschedule that individual's appearance.

Face Coverings

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

Face coverings will be optional for all persons entering the Laramie County Circuit Court. Masks are available at the court's public access.

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 Circuit Court courtrooms and public and non-public areas of the court are cleaned and disinfected nightly by Laramie County employees.

Other (if applicable):

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

Signs will be posted in public areas of the Circuit Court informing the public about optional face coverings, proper hygiene, information about COVID-19, and advising that those experiencing signs and symptoms of illness should not enter the Circuit Court.

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Signatures:

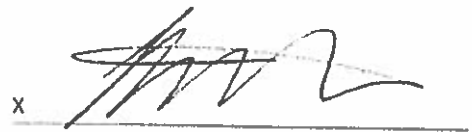
Every judge (or a representative if multiple judges) regularly conducting business in the courthouse must approve and sign the courthouse operating plan, as well the city or county health official.

X 
District Court Judge
Krot

3/18/22
Date

X 
Circuit Court Judge

3/10/22
Date

X 
City or County Health Official
Stan Hertman MD

3/17/2022
Date

X 
Circuit Court Judge

3/17/2022