

# **DRAFT**

## **Consolidated Court Operations for the County Criminal Courts at Law In Response to COVID-19**

Effective March 24, 2020 until further notice

### **Overview**

To mitigate the spread of COVID-19 while protecting due process rights, the County Criminal Courts at Law (CCCL) will reduce operations to jail cases only in four courtrooms with two courtrooms on the 8<sup>th</sup> floor and 2 courtrooms on the 9<sup>th</sup> floor of the CJC. Four judges and their respective staffs will rotate coverage for the four jail dockets scheduled Monday through Thursday. These operating procedures will continue until the situation warrants a change.

CCCL will suspend dockets for accused individuals on bond until further notice, or until the state of emergency is lifted.

### **Proposed Staffing**

Each courtroom should have one judge, one coordinator, one clerk, two bailiffs, one assistant district attorney (remotely) and one public defender. Court appointed defense attorneys will be on call and notified in advanced when needed. A third bailiff will be needed if an adjacent courtroom's holdover is used.

To limit the number of people in the courtrooms, the court will contact the pretrial services officer, court liaison officer, court reporter and Spanish-speaking interpreter when needed.

Judges and coordinators, working remotely or from their offices, will review bond cases to apply conditions as needed for defendants released from custody.

### **Courtrooms**

The proposed designated courtrooms for CCCL consolidated jail docket operations are the courtrooms for Courts 1 and 3 on the 8<sup>th</sup> floor and courtrooms for Courts 5 and 6 on the 9<sup>th</sup> floor. The companion courtrooms are located directly across from each other to allow each courtroom to utilize adjacent holdovers as needed.

### **Jail Docket Schedule**

Courts 1 – 4 jail dockets will be in Court 1's courtroom.

Courts 5 – 8 jail dockets will be in Court 3's courtroom

Courts 9 – 12 jail dockets will be in Court 5's courtroom

Courts 13 – 16 jail dockets will be in Court 6's courtroom

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Jail Docket Date	Courtroom 1	Courtroom 3	Courtroom 5	Courtroom 6
<del>03/24/20</del>	<del>Courts 1 - 4</del>	<del>Courts 5 - 8</del>	<del>Courts 9 - 12</del>	<del>Courts 13 - 16</del>
03/25/20	Courts 1 - 4	Courts 5 - 8	Courts 9 - 12	Courts 13 - 16
03/26/20	Courts 1 - 4	Courts 5 - 8	Courts 9 - 12	Courts 13 - 16
<b>03/30/20</b>	Courts 1 - 4	Courts 5 - 8	Courts 9 - 12	Courts 13 - 16
03/31/20	Courts 1 - 4	Courts 5 - 8	Courts 9 - 12	Courts 13 - 16
04/01/20	Courts 1 - 4	Courts 5 - 8	Courts 9 - 12	Courts 13 - 16
04/02/20	Courts 1 - 4	Courts 5 - 8	Courts 9 - 12	Courts 13 - 16

### JWeb Updates

Temporarily add Friday dates to the ADS 67 Holiday Calendar table to ensure jail cases are not automatically set on Fridays when the courts are closed.