

COVID-19 Operating Plan for the Jonestown City Judiciary

Recognizing the need to ensure the health and safety of litigants, attorneys, visitors, court staff, judges, and other individuals entering the buildings housing the court, the court of Jonestown will implement the following protective measures:

General

1. All judges will comply with the Emergency Orders issued by the Supreme Court of Texas and Court of Criminal Appeals, including conducting in-person proceedings according to the guidance issued by the Office of Court Administration regarding social distancing, maximum group size, and other restrictions and precautions.
2. All judges will use all reasonable efforts to conduct proceedings remotely.
3. The presiding judge of the municipal court will maintain regular communication with the local health authority and mayor and adjust this operating plan as necessary with conditions in the city.
4. Judges will begin setting non-essential in-person proceedings no sooner than July 2, 2020

Judge and Court Staff Health

1. Judges and court staff who can perform the essential functions of their job remotely will telework when possible.
2. Judges or court staff who feel feverish or have measured temperatures equal to or greater than 99.6°F, or with new or worsening signs or symptoms of COVID-19 such as cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste or smell, diarrhea, or having known close contact with a person who is confirmed to have COVID-19 will not be permitted to enter the building and should seek medical advice.
3. Judges and court staff will be required to wear face coverings, practice social distancing, and practice appropriate hygiene recommendations at all time.
4. Protective Measures: provide hand sanitizer and face coverings to those in need.

Scheduling

1. The following court schedules are established to reduce occupancy in the court building:

Only eleven (11) defendants will be allowed in the courtroom at any one time to maintain a six foot social distancing requirement. The bailiffs will ensure that only eleven defendants are allowed in the courtroom at one time. Defendants waiting to come into the courtroom, when the courtroom is already at capacity, will be asked to provide their phone number and asked to wait in their vehicle until called by the bailiff.

Vulnerable Populations

1. Individuals who are over age 65 and individuals with serious underlying health conditions, such as high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune systems are compromised such as by chemotherapy for cancer or other conditions requiring such therapy are considered to be vulnerable populations.
2. Each judge will include information on orders setting hearings, dockets notices, and in other communications notifying individuals who are in vulnerable populations of the ability to contact the court to identify themselves as a vulnerable individual and receive accommodations. A notice with this information will be posted on the courts' websites and in conspicuous locations around the court building (a copy of which is attached).
3. Vulnerable populations who are scheduled for court will be accommodated by rescheduling their court date to a later date. If the monitoring and distancing requirements have not been rescinded by that date, defendants in the vulnerable population will be allowed to continue to move their dates until such time as monitoring and distancing orders have been rescinded.

Social Distancing

1. All persons not from the same household who are permitted in the court building will be required to maintain adequate social distancing of at least 6 feet.

Well

2. In each courtroom, the counsel tables, witness stand, judge's bench, and clerk, court reporter, and bailiff seating have been arranged in such a way so that there is social distancing of at least 6 feet between each space.

Hygiene

1. Hand sanitizer dispensers have been placed at the entrances to the building and in the court room.
2. Tissues have been placed near the door of the courtroom, at counsel tables, at the witness stand and on the judges' benches.
3. The Department of State Health Service's "Stop the Spread of Germs Flyer" has been posted in multiple locations of the court building.

Screening

1. When individuals attempt to enter the court building, the bailiff will ask the individuals if they are feeling feverish; have a cough, shortness of breath, or difficulty breathing; or have been in close contact with a person who is confirmed to have COVID-19. Individuals who indicate yes to any of these questions will be refused admittance to the court building.
2. When individuals attempt to enter the court building, the bailiff will use an infrared thermometer to determine the temperature of the individual. Individuals whose temperature equals or exceeds 100.0°F will be refused admittance to the court building.

1. Staff who are screening individuals entering the court building will be provided personal protective equipment, including facemasks, latex gloves, sanitizing wipes, tissue, and hand sanitizer.

Face Coverings

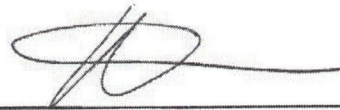
1. All individuals entering the court building will be required to wear face coverings at all times.
2. Individuals will be encouraged to bring cloth face coverings with them, but if the individual does not have a cloth face covering, a disposable face mask will be provided.

Cleaning

1. Court building cleaning staff will clean the common areas of the court building so that common spaces are cleaned at least every hour.
2. Court building cleaning staff will clean the courtrooms between every hearing, between morning and afternoon proceedings, and at the end of each day the courtroom is used.
3. Court building cleaning staff have been provided cleaning supplies shown to be effective with this coronavirus.
4. Court building cleaning staff have been trained on proper cleaning techniques and provided appropriate personal protective equipment.

In developing this Operating Plan, I consulted with the local health authority Robert Hancock and the mayor Paul Johnson. I will ensure that the judges in the court building covered by this Operating Plan conduct proceedings consistent with the plan.

Date: 6/8/2020



Mark Ekrut, Presiding Judge of Municipal Court

Reviewed and approved by:

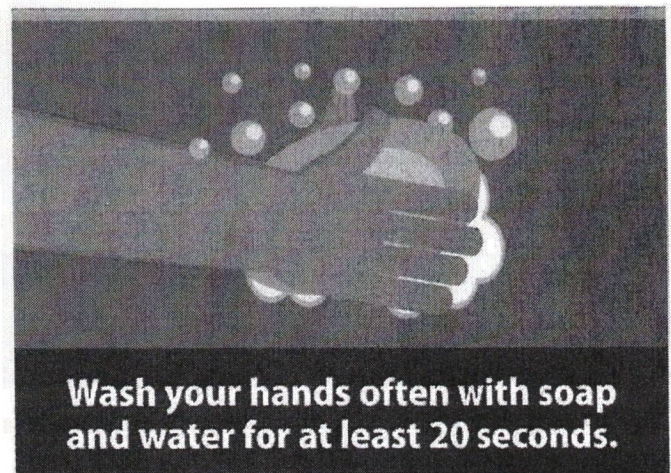
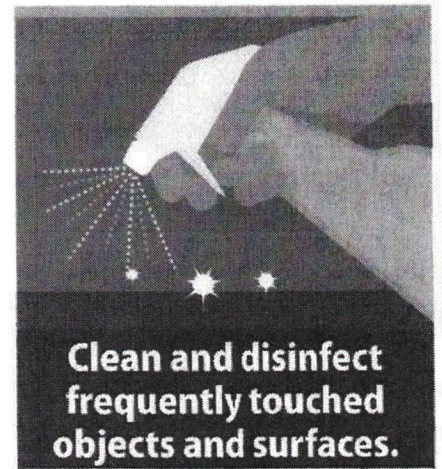
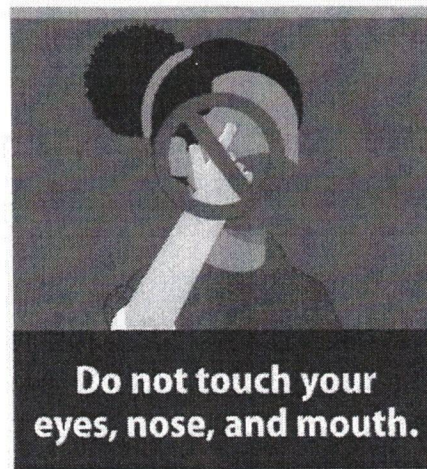
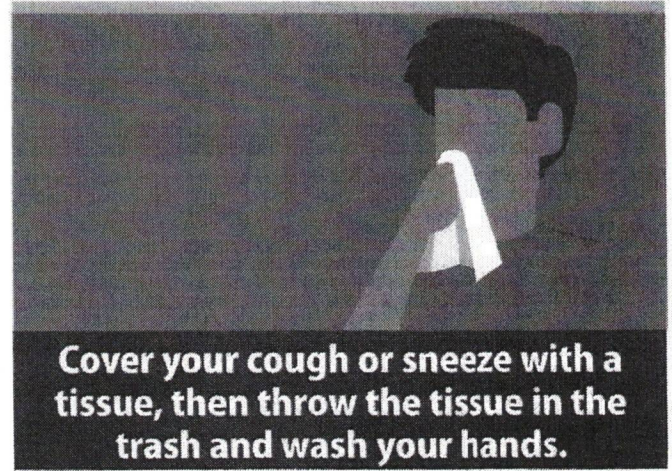
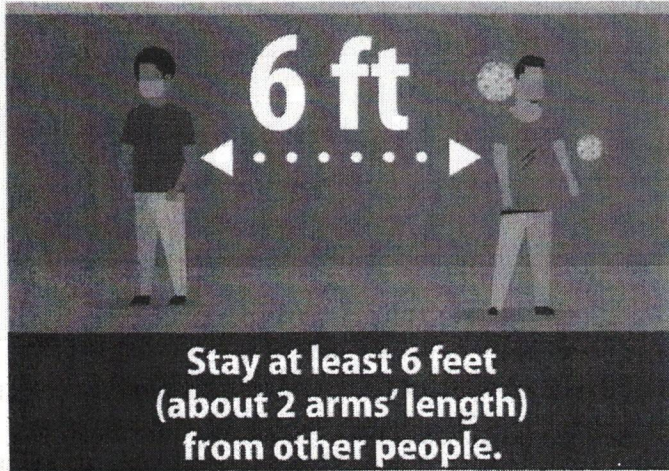


Paul Johnson, Mayor, City of Jonestown

6/8/2020
Date

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



cdc.gov/coronavirus

JONESTOWN MUNICIPAL COURT

NOTICE TO VULNERABLE POPULATIONS

The following notice shall be posted on the Court's website, at the entrance to the Court, at the Court Clerk's window and in all notices:

NOTICE TO VULNERABLE POPULATIONS

The following are considered to be a member of Vulnerable Populations:

Individuals who are over age 65 and individuals with serious underlying health conditions, such as high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune systems are compromised such as by chemotherapy for cancer or other conditions requiring such therapy are considered to be vulnerable populations.

Any person who is in a vulnerable population category may contact the court to identify themselves as a vulnerable individual and the court will make accommodations for you. If you appear in person at the court, you will be required to wear a protective mask or one will be provided to you.