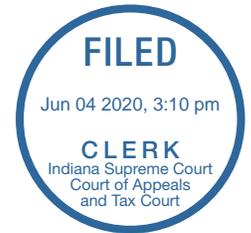


In the Indiana Supreme Court

In the Matter of the Petition of the Courts
of Sullivan County for
Administrative Rule 17 Emergency Relief.

Supreme Court Case No.
20S-CB-168



Order Approving Expansion of Operations Plan In Part

By orders issued April 24 and May 13, 2020, this Court ordered trial courts statewide to submit plans for gradually resuming normal operations under limitations appropriate to the 2019 novel coronavirus (COVID-19) public health emergency. Pursuant to that order, the petitioning court(s) filed an amended expansion of operations plan (“Plan”) on May 29, 2020.

The Court finds that the Plan was made in coordination with appropriate local officials and local justice system partners to account for local health conditions, facility readiness, and litigants’ needs; and that the Plan makes reasonable provisions for resuming normal staffing, providing public access to non-confidential proceedings, and resuming jury trials. A copy of the Plan is attached to this order and incorporated by reference.

Being duly advised, and pursuant to Indiana Administrative Rule 17 and this Court’s inherent authority to supervise the administration of all courts of this State, the Court ORDERS as follows:

1. All emergency relief previously granted to the petitioning court(s) under Administrative Rule 17 is deemed to expire as of the effective date of this order, except as provided by this Court’s “Order Extending Trial Courts’ Emergency Tolling Authority and Setting Expiration of Other Emergency Orders” issued May 29, 2020 in Case No. 20S-CB-123. However, this Court’s May 13, 2020 “Emergency Order Permitting Expanded Remote Hearings” and paragraph 3 of its May 13 “Order Extending Time for Expanding Trial Court Operations” in Case No. 20S-CB-123 (prohibiting jury trials before July 1 without prior approval of this Court) remain in full force and effect.
2. The Plan is approved **in part**, with the exceptions that the petitioning court(s) shall (a) provide information on mental health resources to its employees; and (b) require employees to report if they have been in contact with someone who has contracted COVID-19. The petitioning court(s) shall comply with the terms of the Plan as **modified above** through its stated duration, subject to further order of this Court.

Done at Indianapolis, Indiana, on 6/4/2020 , **effective May 29, 2020.**

A handwritten signature in black ink that reads "Loretta H. Rush".

Loretta H. Rush
Chief Justice of Indiana

Petition for Additional Administrative Rule 17 Relief and for Approval of the Sullivan County Courts' Transition Plan

1. Administrative Rule 17 Components

- a. Request the Supreme Court extending the tolling of all laws, rules, and procedures setting time limits for speedy trials in criminal and juvenile proceedings, public health, mental health, and appellate matters; and in all other civil and criminal matters before the Sullivan Superior and Circuit Court until August 1, 2020, with all tolling under Criminal Rule 4 to begin anew on said date in each case that was pending at the time this Plan was filed.
- b. Request the Supreme Court extend the suspension of in person new juror orientations, and/or postponement of jury service to a later date for jurors who are vulnerable or post high risk to others, for as long as the public health emergency for coronavirus ("COVID-19") declared by Executive Order 20-02 (the "Public Health Emergency"), remains in effect, so as to require social distancing.
- c. Request the Supreme Court extend the authorization of the Court, in its discretion and subject to applicable Constitutional limitations, to limit spectators in its courtroom to the extent necessary to provide adequate social distancing, so long as public access is otherwise provided, for as long as the Public Health Emergency, remains in effect, so as to require social distancing.
- d. Request that the Supreme Court may continue to consider (a) the existence of flu or flu-like symptoms in any attorney, self-represented litigant, or witness expected to testify; or (b) exposure of such individuals to anyone who has or may have the virus; to constitute "good cause" to either appear remotely or continue a court setting, to the extent possible without violating statutory or constitutional rights, for as long as the Public Health Emergency, remains in effect.
- e. Request that the Supreme Court continue to authorize signage to be posted at all public entry points to judicial facilities advising individuals not to enter the building if they have:
 - i. Visited China, Iran, South Korea, any European countries, or any other high-risk countries identified by the Centers for Disease Control and Prevention ("CDC") in the previous 14 days;
 - ii. Resided with or been in close contact with someone who has been in any of those countries within the previous 14 days;
 - iii. Traveled domestically within the United States where the virus has sustained widespread community transmission;
 - iv. Been asked to self-quarantine by any doctor, hospital, or health agency;
 - v. Been diagnosed with or had contact with anyone who has been diagnosed with the COVID-19 in the past 14 days, or
 - vi. Has covid-like symptoms, as identified by the Centers for Disease Control, in the past 14 days;

and to direct bailiffs or Court security officers to deny entrance to individuals attempting to enter in violation of these protocols, for as long as the Public Health Emergency, remains in effect.

- f. Request that the Supreme Court continue to authorize that in the event either presiding judge of said Courts is unable to serve due to COVID-19 related health issues, including quarantine or mandatory self-isolation, the judges of Greene or Vigo County be authorized to exercise general jurisdiction over any and all cases in either the Sullivan Superior or Circuit Courts, for as long as the Public Health Emergency, remains in effect.

2. Planning

- a. This Plan was developed after consultation by the Courts with local community stake holders in Sullivan County (“County”) and state government, including but not limited to: Emergency Management Director, Pauper Attorneys, Prosecutor, Sheriff, Chief Probation Officer, Commissioners, Community Corrections Director, CASA Director, regional and district judicial officers, and others.
- b. The Courts have reviewed and will continue to review County health data using the *Indiana COVID-19 Dashboard*, published by the Indiana State Department of Health at www.coronavirus.in.gov for this county and in conjunction with information from the local health department.
- c. The Courts have broken down the approach to virus planning and transition into four (4) distinct phases as outlined below.
- i. Phase I. We are currently in Phase I and will remain so until our county commissioners reopen our courthouse to the public.
 - ii. Phase II. Beginning when the county commissioners reopen our courthouse to the public (possibly in early to mid-June 2020).
 - iii. Phase III (approximately August 3, 2020)
 - iv. Phase IV (approximately September 7, 2020)
 - v. The timing of these phases are subject to change at the discretion of the Courts based on the number of positive cases and deaths in Sullivan County.
- d. The Courts, during the planning stage, have adopted key terms used in this Plan.
- i. “Court Offices” shall mean to the Courtroom, Court Offices, Probation Offices, and area immediately adjacent thereto.
 - ii. “COVID-19 symptoms” means, as adopted by the CDC at the time of this Plan or later modified by the CDC:
 1. Fever (100.4 that day or in the preceding 3 days).
 2. Shortness of breath or difficulty breathing
 3. Chills
 4. Muscle and body aches
 5. Sore throat
 6. New loss of taste or smell
 7. This list is not all possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea
 - iii. “High-Risk”, shall refer to a person who:
 1. has experienced COVID-19 symptoms in the past 2-14 days;
 2. has tested positive for COVID-19 in the past 14 days;

3. has been in contact with a person in the past fourteen (14) days, that tested positive for COVID-19; or
 4. has been ordered to quarantine or self-isolate by a medical professional or local health officer.
- iv. “Social Distancing”, also called physical distancing, shall mean keeping space between yourself and other people outside of your home. To practice social or physical distancing:
1. Stay at least 6 feet (about 2 arms’ length) from other people, and
 2. Do not gather in groups (in excess of stated capacities).
- v. “Visitors” shall mean any person coming to Court Offices, who is not an employee of the Courts, including attorneys, litigants, spectators, and witnesses.
- vi. “Vulnerable” means a person over the age of 65, or anyone who has any of the following underlying medical conditions:
1. chronic lung diseases or moderate to severe asthma;
 2. serious heart conditions;
 3. immunocompromised from any disease such as cancer, smoking, AIDS, or medications that compromise immunity;
 4. severe obesity (BMI of 40 or higher); or
 5. chronic kidney disease requiring dialysis.

3. Employment Procedures

- a. The Courts employees shall take the same steps as visitors, plus these additional steps to minimize the spread of viruses in areas and on surfaces around Court Offices, which shall be adopted as a Court Procedure throughout this Public Health Emergency:
- i. Clean and sanitize work areas often.
 - ii. Provide hand sanitizer and/or wipes, when supplies are available and encourage visitors to wipe down or wash their hands.
 - iii. Avoid sharing phones, microphones, writing utensils or other office equipment that come in contact with the face, mouth or hands, and when necessary keep those surfaces sanitized after use.
 - iv. Employees will be strongly encouraged to wear face coverings when working or coming within 6’ of others.
 - v. Employees shall notify their supervisor, if they are experiencing COVID-19 like symptoms; have tested positive for COVID-19; or have been instructed to quarantine by medical professionals or health officers. Employees experiencing symptoms, while in the workplace, shall leave the work place immediately and phone the supervisor after leaving the building to report your concerns. Employees shall get tested if they are experiencing covid-like symptoms. Employees may be required to self-isolate, even with a negative result, depending upon the symptoms and exposure. Employees shall report if someone they live with or have been with in the last fourteen days tests positive for COVID-19. Disciplinary action may result of a violation of these paragraphs or directives in this Plan. Employees may consult the *Self-Checker: A Guide To Help You Make Decisions And Seek Appropriate Medical Care* on the CDC website, which provides a short quiz to help them decide whether to seek treatment; call a physician; or the local health department to inquire about testing.

Self-Checker: A Guide to Help You Make Decisions and Seek Appropriate Medical Care: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

- vi. When employees must come within six (6) feet of another person or place hands upon another person, in the scope of their employment, such as for courthouse or probation searches, screening, arrest, or other lawful interactions, employees shall: wear appropriate personal protective equipment (“PPE”) of medical grade, and gloves; ask advanced screening questions of the individual; and, ask the individual to wear a face covering, all if appropriate and time permitting under exigent circumstances. Employees shall take steps to separate desks, work stations, and seating areas, from other employees and visitors to maintain social distancing, whenever possible.
 - vii. The Courts will inquire of employees as to those, who consider themselves vulnerable and offer reasonable accommodations to protect against COVID-19, as set forth through this Plan and welcome other suggestions.
- b. Phase I.
- i. The Courts may resume normal staffing operations, at the Courts’ discretion.
 - ii. The Courts may also continue to utilize work from home as necessary.
The Courts plan to make reasonable accommodations to isolate vulnerable workers, by heightened social distancing and eliminating access to public, which may include telework, where feasible. To maximize social distancing, employees and visitors should maximize physical distance from others, with a goal of maintaining six (6) feet social distancing. The Courts may post signage and/or physical barriers, including taping off areas, remove/rearranging seats, floor decals, and other increased messaging to promote awareness with employees and visitors of social distancing requirements. The Courts will compel non-household members to social distance in the Courts offices.
 - iii. Probation, home visits, and searches when necessary, will occur using social distancing practices and approved medical grade PPE. Written, video, or telephonic reporting and will be used in all cases, except where in person is necessary due to protect the community. Smart phone apps for searches/visits will be used to reduce face-to-face contact with probation officers and clients, to supplement conventional methods of telephone, mail and e-mail reporting. If conventional UA drug testing is necessary, best practices for section (a)(viii) above shall be followed.
- c. Phase II.
- i. Probation appointments and home visits may return to regular frequency, while insuring persons in waiting areas adhere to social distancing practices, by promoting: timely meetings; prompt arrival/departure by clients; discouraging of guests and children with probationers; and encouraging remote reporting for low risk or compliant clients.
 - ii. Conventional UA drug testing may resume with greater regularity, while still following section (a)(viii) best practices above, with high risk on IRAS participants prioritized.
- d. Phase III.
- i. Conventional UA drug testing may resume at pre-pandemic levels with probationers. Clients shall be screened, with the use of medical grade PPE at the discretion of the Probation officer, with clients encouraged to wear face coverings.

- ii. Monitoring of employee health issues will conclude, with employees directed to self-report if they become High-Risk through Phase IV.
- e. Phase IV.
 - i. Operations resume to pre-pandemic practices in Probation.
 - ii. Probation officers, Chief Probation Officer and Court will staff best practices and technology from pandemic to continue.

4. Courthouse Security Plan

- a. Employees and visitors to the Courts Offices shall be advised to practice good hygiene, designed to minimize the spread of viruses, including these admonishments:
 - i. Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
 - ii. Avoid touching your face.
 - iii. Sneeze or cough into a tissue, or the inside of your elbow.
 - iv. Disinfect frequently used items and surfaces as much as possible.
 - v. Strongly consider using face coverings while in the Court Offices.
 - vi. Avoid all physical contact, such as shaking hands.
 - vii. People who feel sick shall stay home
 - viii. Do not enter the Court Offices, if you are at high-risk of infecting others.
 - ix. Visitors should not bring personal items to Court Offices, such as hand bags, purses, backpacks, and the like, which would require searching and add increased surfaces for cross-contamination.
- b. The Courts may post floor markings to: separate employees from each other and the public; promoting social distancing; and create visual awareness of 6' spacing. The Courts may also modify seating capacity, specify a traffic flow, and restrict certain areas, all to further ensure social distancing and capacity limitations are met. Any such changes will remain for as long as the Public Health Emergency requires social distancing.
- c. Phase I and continuing:
 - i. Through Phase IV, Custodial and/or courtroom staff will make their best efforts to clean the Courtrooms after use, including points of ingress and egress (handrails, door handles, handicap and elevator buttons, and the like), and these practices:
 - 1. Disinfection of common and high-traffic areas.
 - 2. Spot clean contact areas during recess and breaks, in the Courtrooms and access areas.
 - 3. Avoid closing doors, to increase air circulation and reduce the need to handle door knobs or latches and open windows when weather permits to increase air circulation.
 - ii. Until further notice, the Courts will work with the county executives to limit public access to the Courthouse to one entrance, with current screening practices to continue through at least Phase III.
 - iii. As visitors increase to the Courts, Courthouse security will insure strict compliance with social distancing and barriers displayed.
- d. Phase III
 - i. The Courts have procured the use of the Sullivan Civic Center that may be used as an alternate location for jury selection. The Courtrooms have adequate size for the

jury to sit in the galley, by making adjustments and relocating public seating away from jurors.

ii. As Jury Trials resume, masks/signs will be made available to take to any remote location, if used, to promote social distancing.

e. Phase IV

i. Operations will resume to pre-pandemic best practices, with signage removed if possible.

ii. Employees and the Courts will staff best practices and technology from pandemic to continue.

5. Screening Procedures for the Public

a. Phase I.

i. Courthouse security will offer surgical type face masks to adults and children over the age of two (2) years through at least Phase II, to those visitors who fail to bring their own masks. The Court will strongly encourage face coverings, but not mandate them. Signs will be posted encouraging face coverings. Accommodations will be made during criminal cross-examinations to balance confrontation clause challenges with public safety.

ii. The Court will avoid any hearing, trial, or proceeding that may attract more people than Court capacity will allow, by increasing the use of remote hearings for all or most parties; inquiring of parties as to expected witnesses to appear; waiving initial hearings on infractions and misdemeanors; holding video guilty pleas and encouraging consent to remote felony sentencing, especially where limited or no testimony will be heard (i.e. agreed sentences); use of queuing or text notification practices; live streaming court proceedings; enforcing prompt arrival and departure by litigants and attorneys; prohibition courtroom negotiations and conferencing; and limiting courtroom seating to essential individuals, by excluding appearance of personal supports, spectators, media, and others, when necessary.

iii. Encourage county government partners to continue the use of a sign-in sheet for visitors that logs the office(s) visited and name, to be shared with local health officials for contact tracing.

iv. Through Phase III, visitors to the Court who are vulnerable or high-risk will be: encouraged to stay home and seek remote hearings or continuances, or where appearances are required to wear face coverings, social distance, and alert court staff at the time of the hearing so others can wear face coverings; and when feasible seek continuances to less busy times on the Court's docket or to allow short delay for high risk individuals to recover.

v. Through at least Phase III, Courthouse security will verbally screen visitors coming to court to prevent appearance by high-risk individuals.

b. Phase IV.

i. Court facilities return to normal operations.

ii. Discussions with Courthouse security, staff, and county executives to determine best practices and technology from pandemic to continue.

6. Resuming Non-Emergency Hearings

a. Phase I.

- i. All vulnerable individuals should continue to avoid Court Offices or seek reasonable accommodations, if avoidance is not feasible. Members of households with vulnerable residents should be aware that when coming to Court Offices, where distancing is not practical, they could carry the virus back home. Vulnerable members of the public should continue to self-isolate, including appearing remotely for hearings or seeking continuances. Parties seeking continuances should include in motions if they are vulnerable or high-risk members of the community, which may be considered good cause in all most the most critical matters.
- ii. The Courts will prioritize cases to be heard, with incarcerated defendants, CHINS/TPR Initial and Detention Hearings, Protective Orders, and emergency provisional family law matters continuing to have priority. Within similar priority cases, the Courts will address a first in – first out basis (“FIFO”), hearing those cases which were first to be stayed/continued at the start of the pandemic, being the first to come out of the stay and set for proceedings.
- iii. The Courts will maximize remote hearing for DOC and jail inmates, exercising great care to minimize the movement of incarcerated individuals to the Courts and strive to minimize movement of inmates between jailing facilities.

b. Phase II.

- i. All vulnerable individuals should continue to avoid Court Offices, unless reasonable accommodations can be made. Members of households with vulnerable residents should be aware that when coming to Court Offices, where distancing is not practical, they could carry the virus back home. Vulnerable or high-risk members of the public should continue to self-isolate, by appearing remotely for hearings or seeking continuances. Parties seeking continuances should include in motions if they are vulnerable or high-risk members of the community, which will generally be considered good cause in most matters.
- ii. The Courts will continue to strongly encourage remote hearings, when constitutionally appropriate, but more traditional hearings in person may resume to improve court access and case resolutions.
- iii. To improve case resolutions, the Courts may relax restrictions on Courtroom lawyering, allowing attorney-client conferencing to occur, so long as social distancing and capacity limits are observed. Courtroom negotiations and conferences should be kept to a minimum.
- iv. The Courts will continue closely prioritizing cases to heard, with incarcerated defendants, CHINS/TPR’s of all types, Protective Orders, and emergency provisional family law matters continuing to have priority. More moderate level cases will be scheduled, including but not limited to pretrial hearings in civil cases and infractions. Within similar priority cases, the Court will address a FIFO basis, hearing those cases, which were continued at the start of the pandemic.
- v. The Courts may, in their discretion, incentivize priority settings to those attorneys and litigants who agree to appear remotely, by setting hearings sessions dedicated to matters that can be resolved remotely.
- vi. Criminal bench trials will begin, with witnesses staggered to avoid capacity limits. Paging and queuing will continue. Civil bench trials may resume, if

scheduling permits and where there are few or no witnesses, with priority given to remote hearings.

- vii. In the latter stages of Phase II, the Courts, in their discretion, after careful consideration of case statistics within the County and in collaboration with stakeholders, may begin relaxing limitations on attendance by the public at hearings.
- c. Phase III.
 - i. Vulnerable individuals can resume regular visits to Court Offices, but should practice social distancing, avoiding visits during congested times where distancing may not be practical, unless precautionary measures are observed, as greater groups may be expected during this phase. The Courts may consider the need to have occasional settings reserved for vulnerable litigants. High-risk individuals will still be required to appear remotely or seek continuances.
 - ii. Court dockets will increase with in person hearings being staggered, when possible, so as avoid violating social distancing considerations and ISDH or local health department's recommended maximum capacities.
 - iii. With approval from the Sheriff, the Courts, in their discretion, may begin committing Criminal defendants to jail for execution of sentences.
 - iv. In later stages of Phase III, the Courts will begin to examine any cases that have been delayed since the start of the pandemic to consider docket priority in the early stages of Phase IV.
- d. Phase IV.
 - i. All cases will resume on a FIFO basis, as the backlog from the pandemic is addressed.
 - ii. The Courts, their staff, and local bar will address those best practices and technology from pandemic to continue.

7. Jury Trials

- a. Phase I.
 - i. Jury Trials remain stayed until August 1, 2020.
 - ii. Final Pretrial Hearings should be held on those cases anticipated for Phase III settings, and summons jurors, if not already under summons. Courts will discuss with State and Defense counsel new practices to be used for jury selection and trials, to seek input and prepare them for trial, encouraging only the most serious cases have firm trial dates set, and strongly discouraging setting trials where a resolution is expected.
 - iii. The Courts will review Jury Trials Set in Phase III and IV, to identify whether additional panel members should be summonsed. The Courts will look at revising their current jury questionnaires to include appropriate COVID-19 questions and prepare literature for prospective jurors on the new selection process and the Courts' practices.
- b. Phase II.
 - i. Jury questionnaires will be reviewed to determine best estimates for jury appearance rates, to make final adjustments to panel size. The Courts will communicate information to prospective jurors who may develop symptoms of COVID-19 in the 14 days prior to reporting for jury duty, of the best practices for high-risk individuals and manner in which to notify the Jury Administrator.

- ii. Juror deferrals will be granted liberally to: vulnerable jurors; high risk jurors; front line and essential workers; previously furloughed workers just returning to work; employees of long term care facilities; those without childcare due to COVID-19; and others most impacted by COVID-19.
 - iii. Final review of Administrative Rule 17 concerns should occur to confirm all local data and that best practices will allow the safe and practical commencement of Jury Trials in Phase III., as expected without further extensions or Criminal Rule 4 concerns.
- c. Phase III.
- i. Criminal Jury trials will resume first, to include those with pending Early Trial motions under Criminal Rule 4, on a FIFO basis. Other criminal Jury Trials with incarcerated defendants will follow, with priority given to Level 6 felony and misdemeanor Jury Trials, requiring fewer jurors and smaller panels. The Courts may consider the use of remote jury selection where appropriate and by agreement. Jurors will be provided with meals from local restaurants who agree to comply with health department procedures limits contact with the foods, or be given the opportunity to leave for lunch, at each juror's discretion. Court staff picking up the food will handle only the exterior baggage, wearing gloves and wear PPE. Masking will be encouraged with all jurors and PPE provided, while social distancing is also mandated.
 - ii. The Courts may use block/staggered panels for jury selection, with parties arriving at staggered times in groups; or at an off-site location if necessary, to maintain social distancing. Accommodations have been made to courtrooms and jury seating to comply with social distancing guidelines, with Court staff monitoring group size. Jurors will be mailed the advanced information concerning social distancing, which may include the jury video and an admonishment to view the same.
 - iii. The Jury room will be marked with signs to adjust for new seating capacity. In the event of larger juries requiring greater capacity, the Courtrooms will be used for deliberations.
- d. Phase IV.
- i. Criminal Jury Trials of all types not addressed above, will be given priority.
 - ii. The Court will continue to practice those social distancing and policies set forth for Juries.
 - iii. If all Criminal Jury Trials have been addressed and/or disposed of, the Courts will begin addressing Civil Jury Trials on FIFO basis, encouraging ADR in cases to minimize unnecessary trials.
- e. Beginning October 5, 2020
- i. All Jury Trials will resume without social distancing and under pre-pandemic practices, if possible.
 - ii. The Court, Jury Administrator, staff, and local bar will address those best practices and technology from pandemic to continue.

8. Court Supervised Services

- a. Phase I.
 - i. Court Appointed Special Advocates ("CASAs") may resume home visits in the critical cases needed to assure the safety of children, including in-home CHINS, but

are encouraged to continue to conduct most visits virtually. CASA shall: call first (exigent circumstance excepted) to conduct high risk and vulnerable occupant screening questions; maintain social distancing; and wear appropriate PPE during any on-site visits. CASAs who are vulnerable themselves, should not be used for home visits, and the Court authorizes continued remote visits or substitute CASAs in lieu thereof. Homes where vulnerable individuals may be found, should be avoided during this Phase, as much as possible, and high-risk homes avoided completely by CASAs. CASAs shall comply with the same self-screening practices as court employees (Section 3), concerning self-assessments to determine risk of covid-like symptoms, reporting the same to the CASA Director through Phase III.

- ii. The Courts will provide CASAs and pretrial services with PPE, upon request. Both should use remote appearances for testimony during hearings, family team meetings, and the like, using free Zoom licenses or other platforms.
- iii. Pretrial services will resume with all but the highest risk and seriously non-compliant clients posing a risk to the community, while others continue to be monitored by remote means (call-in, write-in, web portals, or virtual applications). It will be a reasonable rule of supervision during the pandemic to require compliance with remote reporting and monitoring.

b. Phase II.

- i. CASA may resume more liberal home visits. Homes with vulnerable individuals, should be visited only in higher risk cases and with advance notice, so that those individuals may practice greater social distancing from the CASA, including going to another location in the home. Social distancing must be maintained with occupants of these homes, including all children, who may not appreciate social distancing guidelines.
- ii. Pretrial services will continue with some expanded face-to-face visits occurring with moderate to high risk, non-compliant offenders, while still promoting remote check-in for all compliant and low risk offenders. Pretrial Services should continue to be considerate of vulnerable clients and weigh heavily the need for face to face reporting. If a vulnerable client must come to the office, the employees shall wear face coverings, in addition to social distancing.

c. Phase III.

- i. CASAs may resume home visits as needed, adhering to social distancing and masking recommendations. Vulnerable CASAs should still avoid performing home visits. Visits may be alternated between virtual and face-to-face, with non-vulnerable CASAs. Remote appearances in court will continue to be strongly encouraged.
- ii. Pretrial services resume with more liberal face to face visit of moderate to high risk offenders for compliance, but less frequent than pre-pandemic levels, using remote access as a substitute.

d. Phase IV.

- i. CASA resumes pre-pandemic best practices for visits and CASA operations.
- ii. Pretrial Services resumes best practices and the Courts' pretrial matrix guidelines for moderate to high-risk defendants and non-compliant defendants, of face to face meetings.
- iii. The Courts, CASA Director, and pretrial services administrator will address those best practices and technology from pandemic to continue

Executed this 29th day of May, 2020.



Robert E. Hunley, II, Judge of the Sullivan
Superior Court



Hugh R. Hunt, Judge of the Sullivan
Superior Court