

<input type="checkbox"/> District Court <input checked="" type="checkbox"/> County Court ADAMS County, Colorado Court Address: 1100 JUDICIAL CENTER DRIVE BRIGHTON, CO 80601	 COURT USE ONLY 
The People of the State of Colorado v. Defendant	
CASE MANAGEMENT ORDER REGARDING COVID-19: CRIMINAL COUNTY COURTS	

In light of the current national epidemic due to the COVID-19 virus and the order from the Colorado Supreme Court concerning court operations issued March 16, 2020 by Chief Justice Nathan B. Coats (as well as the subsequent orders amending that order and orders issued by Chief Judge Emily E. Anderson of the Seventeenth Judicial District) and Executive Orders D 2020 051 and 101 issued by Governor Polis of the State of Colorado, the following order is hereby effective July 6, 2020. Please be aware that this operating plan may be further revised as needed. Number of person restrictions may be reduced or expanded per social distancing guidelines. Litigants are encouraged to check the Court website for updated information prior to coming to court (paragraph 2).

Virtual Hearings

1. All appearances should be conducted virtually via Webex whenever possible unless any party does not consent pursuant to Crim. P. 43(f)(2) or for Public Safety matters as outlined by the Chief Justice Order dated March 16, 2020.
2. All parties will be notified by phone or written notice about Webex hearings. WebEx information for all divisions is located on the Seventeenth Judicial District webpage: <https://www.courts.state.co.us/> Go to: Trial Courts by County/Adams/Virtual Courtrooms/County Court-All Divisions. Parties may participate on Webex by video or by phone for most county court criminal hearings except for certain pleas and evidentiary hearings.
3. All dockets, including arraignment dockets, shall be staggered to prevent an influx of parties appearing. Matters shall be set at 8:15, 9:15, 10:15, 11:15, 1:15, 2:15. No more than 10 cases shall be set at any time slot. As the dockets are managed, the number of settings may increase.
4. Two county court divisions will assist the scheduled arraignment division each week as outlined in the six-week rotation below. This schedule will remain in effect for 12 weeks and at that time will be re-assessed based upon the current environment.

Division	2	3	4	5	6	7	8
July 6-10	Arrg	Arrg	Arrg	PH	Trial	Trial	Trial
July 13-17	Trial	Arrg	Arrg	Arrg	PH	Trial	Trial
July 20-24	Trial	Trial	Arrg	Arrg	Arrg	PH	Trial
July 27-31	PH	Trial	Trial	Arrg	Arrg	Arrg	Trial
Aug 3-7	Trial	PH	Trial	Trial	Arrg	Arrg	Arrg
Aug 10-14	Arrg	Trial	PH	Trial	Trial	Arrg	Arrg
Aug 17-21	Arrg	Arrg	Arrg	PH	Trial	Trial	Trial
Aug 24-28	Trial	Arrg	Arrg	Arrg	PH	Trial	Trial
Aug 31-4	Trial	Trial	Arrg	Arrg	Trial	PH	Arrg
Sep 7-11	PH	Trial	Trial	Arrg	Arrg	Arrg	Trial
Sep 14-18	Trial	PH	Trial	Trial	Arrg	Arrg	Arrg
Sep 21-25	Arrg	Trial	PH	Trial	Trial	Arrg	Arrg

Jury Trial Week	Monday	Tuesday	Wed	Thursday	Friday
		Jury Trial		Jury Trial	

Jury Trials

1. Jury trials will be scheduled on Tuesday and Thursday of each week. The first jury trial will be scheduled on August 4th, 2020. Three county court divisions will conduct jury trials each week as the schedule above reflects.
2. A status conference will be scheduled for each trial on the Friday prior to the week of the scheduled jury trials.
3. All jury trials will then be assigned a specific division for the upcoming week. Any jury trials previously scheduled on any day other than Tuesday and Thursday will need to be rescheduled to comply with this CMO.
5. Jurors shall be brought in at 7:30 a.m. and 8:15 a.m. The jury panels will be panels of 18 jurors. These panels need to be moved into a designated area as soon as possible to prevent any groups larger than 50 people. The divisions shall use a standardized jury questionnaire, unless a

specialized jury questionnaire is needed. The county court division should not set any other matters on the jury trial days except for jury trials.

Motions & Evidentiary Hearings

Motions and other evidentiary hearings should be scheduled on the jury trial weeks for the divisions on Mondays, Wednesdays and Fridays. Motions and evidentiary hearings should **not** be scheduled on an arraignment week.

Variety Dockets

Variety dockets should also be scheduled during jury trial weeks on Mondays, Wednesdays and Fridays. All dockets should be staggered appropriately for the single division to safely manage the docket.

Arraignment Week

1. During the arraignment week, the bailiff will be located outside the courtroom and will check in parties that appear in-person. Parties will then be directed to the appropriate courtroom.
2. Courtrooms will be set up to allow parties to appear via WebEx. Designated courtrooms may deal with public defender cases, private attorney and pro se parties. All cases will remain in the same division but will be handled by multiple judges. Cases will not be transferred to other divisions. Any matters continued would be placed on that original division's docket.
3. Defendants and attorneys will be required to check in and wait in a pre-designated staging area until they are instructed by court staff to proceed to a specific courtroom where their case will be heard.

Courthouse and Courtroom Safety

1. The Adams County Courthouse and Courtrooms will be set up to ensure safety for court customers, professionals and staff by complying with all the Tri-County Health guidelines for the Adams County Courthouse.
2. Face coverings will be required of all individuals who enter the county court criminal courtrooms. A face mask will be provided to those who request one.
3. Court customers, parties and attorneys shall not approach the bench or the court clerk without permission from the judge.

Court Expectations for Participating in a Webex hearing

1. If your hearing is held via Webex video conference, please note that the Court's expectations for Webex hearings are the same as in-person appearances.
2. Participants should arrive on time, be appropriately dressed, have phones and other devices set to silent, and avoid talking over other speakers (except as necessary to respond to the Judicial Officer or make objections).
3. Additionally, parties are encouraged to consider the following:
 - Participate from a location with a strong internet connection that can handle the bandwidth for Webex;
 - Prepare witnesses not only for their testimony, but also ensure that they have sufficient hardware, bandwidth, and understanding of Webex;
 - Participate from a location with good overhead lighting and limited background noise from other sources in the home (family members, pets, loud appliances, etc.);
 - Consider your background (avoid windows behind you or other back-lighting);
 - Practice using Webex and its features. Feel free to contact the Division Clerk at least a week before the hearing or conference for an opportunity to conduct a "dry run" to test the system;
 - Prepare for how the virtual presentation will impact your ability to present and discuss documents with witnesses and the Court;
 - As much as possible, have the camera at approximately eye level, and make eye contact with the camera;
 - Mute your phone, tablet or computer unless speaking during your court hearing;
 - Mute your phone, tablet or computer and turn off your video until your case is called;
 - Avoid rocking or swiveling chairs.

Ordered on this 2nd day of July, 2020



Chief Judge Emily E. Anderson