
ORDER APPROVING OPERATIONAL PLAN FOR THE RESUMPTION OF IN-PERSON
PROCEEDINGS AND JURY TRIALS IN WINNEBAGO COUNTY

WHEREAS: The Wisconsin Supreme Court in light of the COVID 19 pandemic has entered certain orders related to the operations of the Circuit Court regarding in person appearances and jury trials.

WHEREAS: On March 22, 2020, the Wisconsin Supreme Court ordered that although the courts of the State of Wisconsin remain open, all civil and criminal jury trials scheduled to begin before May 22, 2020 are continued and rescheduled by the assigned judge to a date after May 22, 2020;

WHEREAS: on March 22, 2020, and as amended on April 15, 2020, the Wisconsin Supreme Court suspended, until further order of the court, most in-person hearings in the circuit courts, subject to exceptions for certain matters, including those approved by the chief judges of each district, if remote technology is not practicable or adequate to protect constitutional rights of the citizens of Wisconsin;

WHEREAS: On March 31, 2020, the Wisconsin Supreme Court issued Interim Rule 20-02 which suspended statutory deadlines for conducting non-criminal jury trials until further order of the court:

WHEREAS: On May 22, 2020, the Wisconsin Supreme Court ordered that the March 22, 2020 order regarding the suspension of jury trials, that Interim Rule 20-02 regarding suspension of deadlines for non-criminal jury trials, and the April 15, 2020 amended order regarding remote hearings, are extended for each circuit court until that circuit shall have prepared an operational plan for the safe resumption of in-person proceedings and jury trials and the plan shall have been approved by the chief judge of the applicable administrative district;

WHEREAS: On May 22, 2020, the Wisconsin Supreme Court outlined the specific criteria required in each circuit court operational plan as to how that circuit court will conduct in-person proceedings and jury trials so as to reduce to the greatest extent possible the risk of transmission of the virus that causes COVID-19 and that promotes the health and safety of all those present in the courtrooms, jury rooms, and other court related confined spaces of that circuit court;

WHEREAS: On October 30, 2020 the Circuit Judges of Winnebago County, submitted an operational plan which contains a statement regarding communication with

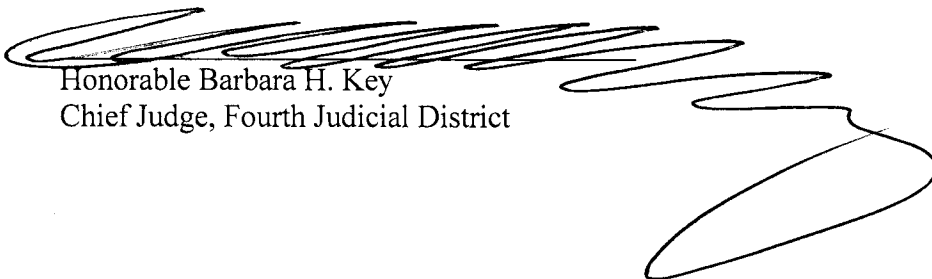
local justice partners regarding the safe resumption of in-person proceedings and jury trials in that circuit court; a requirement that all persons who are present in the courtrooms, jury rooms, and other court-related confined spaces shall wear face coverings, except as authorized on the record by said judge; outlines practices for appropriate sanitation/ hygiene of frequently touched surfaces and the hands of participants; specifies that notices regarding face coverings and availability of hand sanitizer and disinfecting wipes/ sprays in court-related areas will be appropriately posted and noticed; and incorporates many recommendations made in the Final Report of the Chief Justice's Task Force;

THEREFORE IT IS ORDERED:

The operational plan of the Circuit Court of Winnebago County regarding procedures and practices for conducting jury trials and other in-person proceedings during the 2020 public health emergency and pandemic-COVID 19 is hereby approved and is effective November 2, 2020. All previous orders identified in the May 22, 2020 order of the Wisconsin Supreme Court cease to apply to the Circuit Court of Winnebago County and that circuit court must continue to follow its operational plan as approved by the chief judge until further notice of the Wisconsin Supreme Court.

IT IS FURTHER ORDERED that the provisions of this order shall be subject to further modification or termination by future orders.

Dated this 30 day of October, 2020.



Honorable Barbara H. Key
Chief Judge, Fourth Judicial District

Judicial Assistant
Lisa M. Wolff
(920) 236-4866

Court Reporter
Jessica S. Meinen
(920) 236-4861



Winnebago County Courthouse
415 Jackson Street
P.O. Box 2808
Oshkosh, WI 54903-2808

Oshkosh (920) 236-4866
Neenah (920) 727-2880
Ext. 4866
FAX (920) 303-4784

Winnebago County
Circuit Court Branch 5

JOHN A. JORGENSEN
Circuit Judge

October 30, 2020

The Honorable Barbara H. Key
Chief Judge, Fourth Judicial District
415 Jackson St
Oshkosh, WI 54901

RE: *Winnebago County Operational Plan*

Dear Chief Judge Key:

On October 28, 2020, the Winnebago County COVID-19 Stakeholders Committee met and recommended to the Circuit Court to re-institute the operational plan and recommended that the Phase 1 be approved.

The Circuit Court met the same day and by majority vote recommends to the chief judge that the operational plan be approved as modified. The only modification of the plan from the original plan is that the whole of the circuit courts must be in the same phase. The phase is determined by the majority decision of the judges after considering the recommendation of the Stakeholders Committee.

The plan is enclosed for your review and approval.

Sincerely,

A handwritten signature in black ink, appearing to read 'John A. Jorgensen', written over a horizontal line.

John A. Jorgensen
Chief Judge Designee
Chair of the Stakeholder Committee

Enclosure-
COVID-19 Circuit Court Operating Plan

COVID-19 Circuit Court Operating Plan for Winnebago County

(A modification of the original plan – 10/28/2020)

Recognizing the need to ensure the health and safety of litigants, attorneys, visitors, court staff, judges, and other individuals entering the courthouse, the courts of Winnebago County will implement the following protective measures:

General

1. The county judiciary has established a stakeholder's committee to discuss and consider the recommendations outlined in the Wisconsin COVID- 19 Task Force report. The members are, Kari Florek, Judicial Assistant, Lead, Branch 2; Missy Woldt, Court Assistant; Mark Harris, Winnebago County Executive; Melissa Pingel, Winnebago County Clerk of Court; LeighAnne Kohls, Deputy Clerk of Court; John Matz, Winnebago County Sheriff; Christian Gossett, Winnebago County District Attorney; Mary Anne Mueller, Winnebago County Corporation Counsel; Douglas Gieryn, Winnebago County Health Department Director; Mike Elder, Winnebago County Facilities and Property Management Director; Linda Meier, State Public Defender Office Manager- Oshkosh; Linda Kollmann, Winnebago County Emergency Management Director; Jon Bellows, District Court Administrator for District 4; Edmund Jelinski, Winnebago County Bar Association Member; Judge Karen Seifert, Winnebago County Circuit Court Branch 4, Chief Judge designee. In addition to this stakeholder's committee, Probation and Parole was consulted, additional people served on four sub-committees, and all Winnebago County Judges and Court Commissioners were consulted, and the judges approved the Operational Plan.
2. Per COVID Task Force Final Report, pg. 12, the judges agree that "All courts should continue to favor remote appearances wherever possible and encourage the broad use of waivers of appearance." All judges will use all reasonable efforts to conduct proceedings remotely.
3. Before calendaring in-person hearings, the stakeholder's committee has addressed staffing needs and has procured any equipment and supplies deemed necessary.
4. The stakeholder's committee will continue to meet regularly, maintain communication with the local health authority, the Winnebago County Public Health Department, and the county office of emergency management, and will move through the phases of this operating plan as necessary with any changes in the public health conditions in the county.
5. The Winnebago County court system will begin Phase I no sooner than June 29, 2020.

6. Per Supreme Court Order dated 5/22/2020 pg. 5, the undersigned judges agree “The operational plan shall provide specific information about how that circuit court will conduct in-person proceedings and jury trials in a manner that reduces to the greatest extent possible the risk of transmission of the virus that causes COVID-19 and that promotes the health and safety of all those present in the courtrooms, jury rooms, and other court-related confined spaces of that circuit court. Per Supreme Court Order dated 5/22/20, pg. 7, the judges agree “[t]he circuit court shall continue to follow its operational plan as approved by the chief judge until further order of this court.” See attached.
7. Per COVID Task Force Final Report, pgs. 7 & 16, the judges have considered the need for, use of, and location of enhanced barriers and have requested the County to install plexi-glass as a barrier when 6 foot social distancing is not possible. Winnebago County Department of Facilities and Property Management will install the plexi-glass barriers in the Welcome Center and courtrooms as directed by the respective judge or commissioner.
8. The Clerk of Court or other designee will educate the public as to the expectations regarding the use of protective measures (masks, plexi glass, air purifiers if deemed necessary) and social distancing requirements. This will occur through local print and television, social media accounts, through the county’s website, and to the Winnebago Bar Association and its members. This will be done promptly upon the Chief Judge’s approval of this plan via press releases, emails, social media and posting to the County Website.

Judge and Court Staff Health

1. The following procedures have been implemented to monitor the health of Judge and court staff: Judges and court staff shall self monitor any symptoms they might be experiencing and to the extent they have a fever together with body aches or a continuing cough, they will contact their physician or county health department noting the symptoms and request a COVID-19 test. If so advised by the healthcare provider they contact to self quarantine, they shall do so until they receive a negative COVID-19 test result or are symptom free.
2. Judges and court staff will be required to wear face coverings during in-person appearances, unless specifically instructed otherwise by the presiding court official, practice social distancing and practice appropriate hand hygiene recommendations at all times.
3. Protective Measures: masks, social distancing, hand sanitation stations and air purifiers.

Scheduling

Per the COVID-19 Task Force Final Report, pgs. 12-13, the judges agree to a four-phased approach to return to in-person appearances. The stakeholder's committee, or designee, will review staffing, public health, and facility conditions at least every fourteen (14) days to determine whether a change in phase is warranted. Depending on local circumstances, such as a sudden increase in COVID-19 cases, it may be necessary to revert to a previous phase until expanded operations are once again warranted.

Transitioning between the phases will be decided by majority vote of the Winnebago County Circuit Court Judges after considering the recommendation of the Winnebago County Stakeholders Committee. All the branches will be in the same phase.

Phase One: Resumption of limited in-person proceedings (beyond essential and mandatory proceedings, or as required by the Wisconsin or U.S. Constitutions). All courts will continue to favor remote appearances wherever possible and encourage the broad use of waivers of appearance. As soon as the Safety Criteria required in this Plan including signage, notices, barriers, sprays, hand sanitizers, wipes, social distancing, masks, and air purifiers if deemed necessary, are in place in the county, the circuit court may resume in-person appearances in the following cases:

Courts shall follow Wis. Stat. § 971.04 unless otherwise specified by the court. Below is a list of in-person court appearances:

- 1a. Criminal hearings (except Jury Trials) to hold in person
 - a. Preliminary Hearings (if in custody, to appear remotely)
 - b. Sentencing Hearings
- 1b. Criminal hearings (except Jury Trials) to hold remotely at the Court's discretion
 - a. Initial Appearances (if in custody, to appear remotely)
 - b. Further Proceedings
 - c. Waiver of Prelims
 - d. Arraignments
 - e. Pre Trial Conferences
 - f. Final Pre-Trials
 - g. Status Conferences
2. Mental health commitments, guardianships and protective placement hearings with time limits:

- a. The Wards/Person in Need will continue to appear via video/phone
 - b. The Attorneys may appear in person or video
 - c. Witnesses will appear via video
3. Juvenile proceedings in JV, JC, JG and termination of parental rights cases with time limits:
- a. Delinquency (JV)
 - i. PLEA – juvenile and parent via phone/video. Attorneys may appear in person or video/phone.
 - ii. CT – all parties in person – unless otherwise specified.
 - iii. DISPO – all parties in person – unless otherwise specified.
 - iv. Permanency Plan Hearings, Extension/Revision Hearings – appearances via video/phone
 - b. CHIPS/JIPS (JC)
 - i. PLEA – parents and children via phone/video. Attorneys may appear in person or video/phone
 - ii. CT – all parties in person – unless otherwise specified.
 - iii. DISPO – all parties in person – unless otherwise specified.
 - iv. Permanency Plan Hearings, Extension/Revision Hearings – appearances via video/phone
 - c. Juvenile Guardianships (JG)
 - i. Temporary Hearing – juvenile appear via phone/video. Attorneys may appear in person or video/phone
 - ii. Final Hearing – unless otherwise specified.
 - d. Termination of parental rights –all parties in person – unless otherwise specified.
4. Civil matters
- a. Restraining orders under Ch. 813 – unless otherwise specified.
 - b. Family – Temporary Order hearings if placement is at issue under Wis. Stat. 767.225 (1)(am) – unless otherwise specified
 - c. Family - Enforcement of physical placement orders under Wis. Stat. 767.471(5) – unless otherwise specified
 - d. Family – Relocation motions under Wis. Stat. 767.481(2) – unless otherwise specified
 - e. Stipulated final divorce hearings – unless otherwise specified. Remote appearances if in front of Court Commissioner.
 - f. Time-sensitive small claims proceedings – unless otherwise specified
 - g. Child Support Order To Show Cause – unless otherwise specified

NOTE: Custody studies to remain suspended.

Mediations shall continue to be conducted remotely.
DNA Testing remains suspended.

Phase Two: In-person processing of all cases, except jury trials, to proceed only upon continued monitoring per Wisconsin Department of Health Services, Badger Bounce Back gating criteria (as listed above) and meetings of the stakeholder's committee. Phase Two will begin 7/13/20 or a date determined by the stakeholder's committee: unless required by the Wisconsin or U.S. Constitutions. Phase Two includes all case categories from Phase One, but also allows all civil proceedings including custody studies and in-person mediations, and DNA testing, other than jury trials. All of the Safety Criteria in this Plan will continue to be utilized. As recommended, remote appearances will continue to be utilized to the greatest extent possible.

Phase Three: In-person processing of all cases, including jury trials to proceed only upon continued monitoring per Wisconsin Department of Health Services, Badger Bounce Back gating criteria (as provided above) and meetings of the stakeholder's committee. Phase Three will begin 7/13/20 or a date determined by the stakeholder's committee:

All of the Safety Criteria in this Operational Plan will continue to be utilized as set forth in Phase One, with the addition of any jury specific safety precautions that are instituted or as set forth in this Plan. As recommended, remote appearances will be utilized to the greatest extent possible.

Phase Four: Resumption of all cases on an in-person basis with no restrictions only to proceed upon continued monitoring per Wisconsin Department of Health Services, Badger Bounce Back gating criteria (as provided above) and meetings of the stakeholder's committee. Phase Four will begin on a date determined by the stakeholder's committee: If a public health announcement is made determining that COVID-19 has been suppressed in the state, the processing of all cases may be resumed on an in-person basis without reliance upon the Safety Criteria for In-Person Appearances.

JURY TRIALS (Commencing with Phase 3 or as required by time limits as listed in Phase 1): Per COVID Task Force Final Report, pg. 14, Winnebago County Circuit Court has devised the following Operating Plan to ensure the rights of all parties and public coming before the court to participate in a jury trial are being met, as well as to ensure that reasonable efforts are being made to protect the health of all parties and public entering the Winnebago County Courthouse:

General

1. The Winnebago County Circuit Courts shall comply with the requirements of the In-Person Appearance Operating Plan as listed above.

2. The Judges of Winnebago County agree to prioritize jury trials by:
 - a. Time Limitations
 - b. Age of Case
 - c. Severity of charges
 - d. Case complexity
 - e. Security issues
3. The Judges of Winnebago County agree if there are any conflicting trial dates, the Judges with the conflicting dates will confer to work out which case will proceed first.
4. All persons prior to entering a courtroom in the Winnebago County Courthouse are required to wear a face covering/mask unless a judge specifically determines on the record that it is necessary for a witness not to wear a face covering during the witness's testimony in order for the judge or jury to weigh the witness's credibility. Any person refusing compliance with face coverings will not be permitted entrance into the courtroom and may be deemed absent from their scheduled court proceedings.

Scheduling

1. The Winnebago County Judges agree:
 - a. There will not be more than one jury to commence on a single jury trial date; with the exception of Mental Commitment jury trials. If this occurs, the Mental Commitment jury trial will begin after, to allow for smaller jury pools. If two Mental Commitment jury trials conflict on the same date, one will begin in the morning and the other will begin after.
 - b. Each court will schedule up to 4 jury trials days per month to allow for smaller jury pools.
 - c. Each court will alternate trial days during the week to allow for smaller jury pools.
 - d. Jury orientation will be suspended until it is reported by the Stakeholder's Committee that Winnebago County will be moving into Phase 4 of the In-Person Operating Plan.
 - e. Jurors will report directly to the courtroom.

Specific Jury Considerations and Recommendations

1. Notice to Jurors:
 - a. Jurors will receive a written notification with the mailed summons informing of precautions, requirements and restrictions that are being taken for public health and safety.

- b. Information will be outlined on the Winnebago County website and other forms of social media.
 - c. A news release/public service announcement will be released by the Stakeholder’s Committee, the Jury Judge or the Clerk of Court.
2. Deferral/Excusal of jurors
- a. Persons notified of jury service will be informed that they may request up to a six (6) month deferral of jury service. This deferral request will be honored provided that it is made by no later than seven days following mailing of the jury notification.
 - b. Once summoned, persons requesting to be excused from jury duty service because of any medical condition or medical concerns (i.e. high blood pressure, chronic lung disease, diabetes, obesity, asthma, compromised immune systems) must contact the jury clerk.
 - c. Special consideration will be given to at-risk populations:
 - i. Elderly (65 years of age or older)
 - ii. Healthcare workers
 - iii. Caregivers
3. Juror Assembly and Reporting
- a. Juror reporting dates will be increased to allow for smaller jury pools.
 - b. Jury trial days will be alternated throughout the Circuit Court to allow for smaller jury pools
 - c. Juror reporting times will be staggered
 - d. Jurors shall report directly to courtroom
4. Health Screening Potential
- a. Signage will be placed at the entrance of the Courthouse stating, “IMPORTANT: BEFORE ENTERING.....Please wear a face covering and exit the building immediately if you have any of the following:”
 - i. Fever (100.4 degrees F. or higher)
 - ii. Shortness of Breath
 - iii. Cough
 - iv. Chills
 - v. Muscle Pain
 - vi. Headache
 - vii. Sore Throat
 - viii. New Loss of Taste or Smell
 - ix. Close contact with anyone who that has COVID-19 in the last 14 days, or been told by public health or your health provider to isolate or self-quarantine at this time.
 - b. The sign will further state that “If you are required to appear in court and must leave, please leave your name with the deputy who will advise the Court accordingly.”

5. Juror Personal Protective Equipment
 - a. Face coverings/masks are required to enter the courtroom and will be provided by court staff if parties do not furnish their own.
 - b. Gloves will be provided upon request.
 - c. Hand sanitation stations will be available.
 - d. Air purifiers will be placed in jury occupied rooms if deemed necessary by Facilities.

6. Social Distancing in the Courtroom
 - a. Each courtroom (courtroom area includes court staff, the witness stand, prosecutor and defense tables, jury box, gallery, and jury room) has been inspected and marked off by Facilities and/or the Judge or court staff to ensure and enforce social distancing standards.
 - b. Jury orientation shall be suspended until the Stakeholder Committee deems it appropriate to move into Phase 4 of the In-Person Operating Plan.
 - c. Plexi-glass shall be installed in courtrooms and jury rooms as ordered by each Circuit Court Judge for that courtroom.

7. Safely Conduct Voir Dire
 - a. Voir Dire may be conducted remotely, in whole or in part by using another courtroom, conference room, or any other room that is determined to meet social distancing guidelines if the space is equipped with a video system.
 - b. Voir Dire may be conducted in shifts.
 - c. 6 person juries will be utilized upon stipulation of parties.
 - d. Based on juror health and safety concerns, “strikes for cause” will be given priority

8. Jury Attendance and Participation during Trials
 - a. Empaneled jurors are required to wear face coverings unless otherwise instructed by the Judge.
 - b. In most of the courtrooms, jurors will need to be seated outside of jury box to maintain social distancing
 - c. The courts may use video monitors to maintain sight lines of parties and witnesses
 - d. Jurors will be allowed to take notes.
 - e. Jurors will be instructed that if they are unable to hear and see all proceedings, that they should advise the court immediately.
 - f. The courts will reduce the handling of exhibits during trial.
 - g. The courts may ban the use of sidebars.

- h. Air purifiers will be used if deemed necessary for that room by Facilities.

9. Jury Trial Breaks and Deliberations

- a. Jury rooms, conference rooms and in some cases courtrooms will be used as break room and deliberation rooms. These rooms have been marked and modified to allow for this by Facilities, Judges and court staff. These rooms have been measured and configured for social distancing.
- b. Masks are required to be worn.
- c. Air purifiers will be installed if deemed appropriate by Facilities.
- d. Individual Juror meals will be provided by the courts.

10. Public and Victim Access to Jury Trials

- a. Public access to hearings may be through a “common” room where court can be viewed by video through the Polycom system or Zoom.
- b. The public may access noticed hearings through YouTube if the court has the ability to live stream. A list of courts that have the ability to live stream can be located at:
<https://www.wicourts.gov/ecourts/livestream.htm>

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.
- 3. Vulnerable populations who are scheduled for court will be accommodated by being advised to timely write to the presiding Judge if they would like some accommodation, to be excused, or have their court appearance postponed.

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.
- 2. No more than two individuals not from the same household will be permitted in an elevator. If more than one individual from the same household is in an elevator, no other individuals will be permitted in the elevator.

3. Each restroom has been evaluated to determine the appropriate capacity to ensure social distancing and the maximum capacity has been posted on each restroom door.
4. Public common areas, including breakrooms and snack rooms, have been closed to the public.

Gallery

5. The maximum number of persons permitted in the gallery of each courtroom has been determined and posted. The maximum capacity of the courtroom will be monitored and enforced by court staff.
6. The gallery of the courtroom has been marked to identify appropriate social distancing in the seating.

Well

7. 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 or plexiglass will be appropriately installed.
8. Hallways have been marked for 6 foot distancing.

Hygiene

1. Hand sanitizer dispensers have been placed at the entrances to the courthouse, outside of elevators on each floor, outside of each courtroom, and outside of restrooms.
2. Disinfectant wipes or spray have been placed near the door of the courtroom, at counsel tables, at the witness stand, on the judges' benches, and in the hallways.
3. CDC flyers outlining appropriate hygiene, social distancing, or public safety have been posted in multiple locations on each floor of the courthouse.

Screening

1. When individuals enter the courthouse, they will be advised by signage to self screen regarding 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 would indicate yes to any of these questions will be advised to leave the building. If they are required to appear in court and must leave, they are advised to leave their name with the deputy who will advise the appropriate court office accordingly.
2. If Court Security, or Court Staff observe someone who appears to be ill, Court Security will check said individual's temperature, and if they appear to have a temperature over 100.4 degrees they will be asked to leave the courthouse.
3. Inmates being transported from the jail to the courthouse will be screened for symptoms of COVID-19 and have their temperature taken prior to transport.

Inmates with symptoms or a temperature equal to or above 100.4 degrees will not be transported to the court building.

4. Staff who are screening individuals entering the courthouse will be provided personal protective equipment, including masks and gloves.

Face Coverings

1. All individuals entering the courthouse will be asked 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.
3. Individuals who will be required to be in the courthouse for a judicial proceeding will be provided surgical masks and required to wear them while in the courtroom, jury room, and court-related confined space.
4. The Clerk of Courts will maintain the supply of masks for the Courts and re-order when necessary.

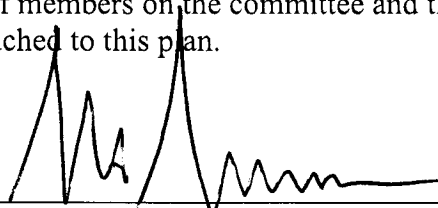
Cleaning

1. Courthouse cleaning staff will clean the common areas of the court building so that common spaces are cleaned at least every four hours.
2. Court 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. Courthouse cleaning staff have been provided cleaning supplies shown to be effective with this coronavirus.
4. Courthouse cleaning staff have been trained on proper cleaning techniques and provided appropriate personal protective equipment.

I (Judge Jorgensen) affirm that this plan (a modification of the original plan) was approved by the majority of the Circuit Court Judges at the Zoom meeting on October 28, 2020. The only modification of the previous plan is the procedural manner on how the courts will transition between the phases.

Judge Seifert conferred with all judges and court commissioners with courtrooms in the courthouse regarding the original Operating Plan. In developing the plan, she consulted with the stakeholders committee. A list of members on the committee and the frequency in which they will continue to meet is attached to this plan.

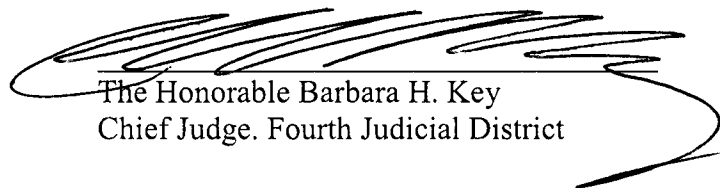
Date: 10/30/2020



Judge John A. Jorgensen, Chief Judge Designee
Chair of Stakeholders Committee

SO APPROVED

Date: 10-30-2020



The Honorable Barbara H. Key
Chief Judge, Fourth Judicial District