

STAFFING

- * Two or more operational 'teams'
- * Teams shall rotate in office
- * System reduces exposure and transmission
- * Teams permit quarantine if exposed
- * Work from home shall continue as well
- * Diversion and Probation shall do as much by phone or video as possible
- * Programs and classes shall be scheduled remotely, when possible

HEARINGS

- * Trials and evidentiary hearings go back to being in person or via video conferencing
- * Other matters continue to be done by telephone or video
- * Public access to hearings shall be limited to parties and legal counsel to maintain social distancing
- * Purpose is to limit total number of persons coming into the Courthouse at one time

ACCESS

- * Court remains open for business
- * Access to Juvenile Clerk's Office limited to Clerks and Judge
- * Plexiglas installed at front door
- * Purpose is to limit total number of persons coming into the Courthouse at one time
- * Mail drop boxes remain in the GCJDC reception area
- * All Court filings accepted by mail, email, or fax
- * Public access to hearings restricted to parties and legal counsel only

DISTANCING

- * Tables moved in courtrooms
- * Seating reduced in courtrooms
- * Seating reduced in waiting rooms
- * Litigants taken immediately to courtroom or conference room
- * Comply with mask recommendations
- * Physical distancing continues
- * Public overflow to in-court hearings accommodated electronically
- * Floor markings shall be installed at entrance of building and at Clerk's window