

## PERRY CIRCUIT COURT

IN RE: THE MATTER OF MITIGATING )  
SPREAD OF CONTAGIONS )

CAUSE NO. 62C01-200

### PERRY CIRCUIT COURT TRANSITION PLAN FOR EXPANDED OPERATIONS

**WHEREAS** the Indiana Supreme Court has ordered this court to develop a plan for expanded operations relating to the 2019 Novel Coronavirus (COVID-19) the Perry Circuit Court respectfully submits the following:

1. The staff of the Perry Circuit Court will continue work from home and a limited number of employees will go into the office to oversee court operations.
2. The staff of the Perry Circuit Court take their body temperature prior to entry into the Court offices. Any staff member who has a body temperature of 100.5 or more shall immediately return home.
3. Any staff member who is experiencing shortness of breath, coughing, or who has been in contact with an individual infected with the COVID-19 virus shall remain home.
4. All staff members working in the Perry Circuit Court shall wear facial coverings.
5. An information tent will be located outside of the Perry County Courthouse. General public will be directed to the tent prior to entry to the courthouse.
6. For individuals who are appearing at the courthouse for a court hearing their names will be called by a loud speaker and they will approach the tent and answer three questions before they will be allowed to enter the court.
7. Any individual seeking entry into the Perry County Courthouse will be asked if they are experience shortness of breath, if they have been experiencing coughing and if they have been in contact with anyone with the COVID-19 virus. Anyone answering in the affirmative to any of these questions will be given a new court date and asked to return to their homes.
8. Anyone allowed into the courthouse, after answering the three questions, will be required to wear a facial covering.
9. A limited number of individuals will be allowed to enter the Perry County Courthouse. Upon entry into the courthouse the individual will submit to a "non touch" body

temperature reading. Any individual that has a temperature of 100.5 or more will be given a new court date and sent home.

10. After submitting to a body temperature reading the individual will be allowed into the Perry Circuit Court.
11. All individuals will adhere to social distancing guidelines.
12. The Perry Circuit Court will limit the number of individuals allowed in the courtroom to adhere to social distancing guidelines.
13. All court proceedings that are open to the public will be live streamed on YouTube.
14. All attorney conference rooms will be closed and locked to the public. The rooms will be open upon request and only if the parties can adhere to social distancing guidelines.
15. A plexiglass window shall separate the general public and staff of the Perry Circuit Court should any individual need assistance directly from the Perry Circuit Court office.
16. Any attorney wishing to appear remotely is encouraged to do so.
17. Any incarcerated individual at the Perry County Detention Center, the Indiana Department of Corrections or any other correctional facility shall appear by video or telephonic conferencing in accordance with Administrative Rule 14.
18. All jury trials shall take place at a remote location to ensure social distancing.
19. All potential exhibits, plea agreements and/or stipulations of facts, shall be emailed to the Court Administrator prior to court hearings. Any confidential material shall be brought to the hearing that day. All material submitted to the court shall be disinfected prior to submitting the evidence or materials.
20. Perry Circuit Court staff will be given time throughout the day to sanitize work spaces.
21. The plan is intended to enable the Perry Circuit Court to hear all cases while continuing to build the ability to do things differently in a safe and effective manner.
22. This plan is subject to change at the direction of the Indiana Supreme Court and guidance from the State of Indiana.
23. Perry County Community Corrections Plan, See Attachment A
24. Perry County Probation Plan, See Attachment B
25. Perry County CASA Plan, See Attachment C

26. To develop this plan this Court met/conversed with the following individuals:
- A. Perry County Emergency Management Director Steve Hauser, April 22, 2020.
  - B. Perry County Sheriff Alan Malone on April 22, 2020.
  - C. Tell City Mayor, Chris Cail, April 22, 2020.
  - D. Perry County Prosecutor, Jason Hoch, April 23, 2020.
  - E. Perry County Commissioner, Tom Hauser, April 23, 2020.
  - F. Perry County Sheriff, Alan Malone, April 23, 2020.
  - G. Court Administrator, Kimberly Myers, April 23, 2020.
  - H. Perry County Emergency Management Director, Steve Hauser, April 23, 2020.
  - I. Local members of the Perry County Bar Association, April 23, 2020.
  - J. Perry County Commissioner, Tom Hauser, April 24, 2020.
  - K. Perry County Circuit Court Clerk, Rachel East, April 28, 2020.
  - L. Perry County Chief Probation Officer, Brandi Glenn, April 24, 2020 and May 4, 2020.
  - M. Perry County Health Officer, Dr. William Marcum, May 1, 2020.
  - N. Director of Community Corrections, Traci Fisher, May 4, 2020.
  - O. Attorney for the local office of the Department of Child Services, Samuel Stark, May 4, 2020.
  - P. Director of the local office of the Department of Child, Nancy Rennie, May 4, 2020.
  - Q. Tell City Mayor, Chris Cail, May 4, 2020.
  - R. Perry County Commissioner, Tom Hauser May, 2020.
  - S. Perry County Convention and Visitor Bureau Director, Betty Cash, May 4, 2020.
  - T. Perry County Economic Development, Erin Emerson, May 4, 2020.
  - U. Perry County Chamber of Commerce, Wendi Rich, May 4, 2020.
  - V. Perry County Health Department, Tara Lucas, May 4, 2020.
  - W. Perry County Health Department, Sara Gehlhausen, May 4, 2020.
  - X. Perry County Commissioner virtual meeting, May 4, 2020.

Respectfully submitted this 5<sup>th</sup> day of May, 2020.

/s/ Lucy Goffinet  
Lucy Goffinet, Judge  
Perry Circuit Court