

## IN THE CIRCUIT COLBERT COUNTY, ALABAMA

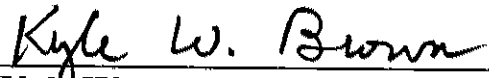
### ORDER OUTLINING GENERAL COURTROOM PROCEDURES TO RESUME IN-PERSON HEARINGS

These general procedures apply to all in-person hearings held in Judge Kyle W. Brown's Courtroom in Colbert County, Alabama, so long as social distancing practices are mandated.

1. Dockets may be set at intervals throughout the day so please note the exact time on your notice as these times may not be the same docket times previously followed by the court. Each interval may vary depending on the case and the nature of a docket. Anyone arriving early for a hearing will not be admitted until their docket/hearing starts.
2. Retained attorneys are asked to contact their clients the day before court or meet them outside the courthouse the day of court to confirm with them that neither they, nor any witness has symptoms (fever, breathing issues, etc...), has been exposed to someone with symptoms or are in a high risk group. In the event these issues exist, the attorney shall notify security or the court immediately and the individual in question, shall **not** enter the courthouse.
3. Anyone may use appropriate Personal Protection Equipment (PPE) in the courtroom. Anyone wearing a mask that is inappropriate may be denied access. Anyone, including witnesses, parties, or attorney's testifying or speaking on the record will be required to temporarily remove their mask.
4. The total number of parties and attorneys in the courtroom will be determined by the seating capacity of each courtroom, allowing for a minimum of 6 ft. of separation between everyone in the courtroom. The courtroom will be marked with tape indicating seating locations that comply with social distancing requirements. Certain exceptions may be made for the elderly that require caregivers.
5. In each courtroom there will be designated areas for parties and attorneys to sit that allow for their separation from each other and from court personnel.

6. Witnesses may be on a 5 minute standby where they can be notified by phone when to enter the courthouse. The witness can remain in their car or at a location not more than 5 minutes away until called in. It will be the responsibility of the attorney, or pro se party, to call in the witness as needed.
7. On all matters set for trial, all parties shall be prepared to try their case upon entry into the courthouse. Settlement discussions shall not take place on the day of trial. Should a settlement be reached prior to the trial setting, any party involved in the case shall notify this Court and his/her client in advance.
8. Spectators will not be allowed in the courtroom. Attorneys should advise their clients not to invite friends or family to be in attendance as they will not be allowed to enter and will be asked to leave the courthouse.
9. Anyone intentionally violating the separation order will be subject to the contempt powers of the court and at a minimum may be asked to leave the courthouse.

**DONE and ORDERED** this the 8<sup>th</sup> day of May, 2020.

  
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**Kyle W. Brown**  
**Circuit Judge**