

STATE OF NORTH CAROLINA
COUNTY OF HALIFAX

FILED

IN THE GENERAL COURT OF JUSTICE
SUPERIOR COURT DIVISION
FILE NUMBER: 20R119

2020 AUG 25 P 2:30

RE: HALIFAX COUNTY COVID
OPERATION PROCEDURES
FOR COURT
HALIFAX CO., C.S.C.
BY cdw

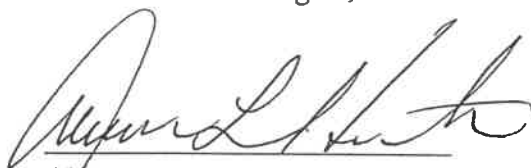
The undersigned Senior Resident Superior Court Judge for Judicial District 6A with agreement from the District Attorney and Clerk of Court enter this administrative order in response to Governor Roy Cooper's declaration of a State of Emergency in the State of North Carolina on March 10, 2020 and in accordance with the Order of the Chief Justice of the Supreme Court of North Carolina.

- A. These COVID policies and procedures apply to all courts scheduled in Halifax County.
- B. Courtroom No. 1. has an audience seating capacity of 55 people per session.
- C. Courtrooms No. 2 and No. 3 have audience seating capacity of 35 people per session. Courtroom No. 4 has audience seating capacity of 15 people per session.
- D. All courtrooms may be used when available for overflow seating.
- E. For all courts, there should be a District Attorney's representative stationed in the alcove of the main entryway, to direct court traffic for continuances or court appearances and an ADA in the courtroom.
- F. Prior to entering the courtroom, Attorneys are to check in with the District Attorney's representative at the main entryway to determine the status of their cases. Attorneys will then be allowed entry into the courtrooms as needed and shall follow safety guidelines at all times.
- G. Before any court calendar is published or distributed, the COVID-19 Coordinator must ensure that:
 1. Each session of court, either individually or when considered collectively with other planned sessions of court, will not result in members of the public sitting or standing in close proximity and/or for extended periods of time in contravention of current public health guidance; and
 2. All judicial branch personnel assigned to a courtroom will have a facemask made available prior to the session of court. Pursuant to Chief Justice's Emergency Directive 11-13
- H. Dockets shall be managed globally giving consideration to the number of litigants required to be present; safety issues, the overall ability to practice social distancing within the courthouse as well as the ability to social distance while awaiting entry into the courthouse. Pursuant to Chief Justice's Emergency Directive 11-13

1. Four (4) weeks prior to the court date, the clerk will provide the District Attorney's Office with a dummy calendar.
 2. The District Attorney will review the dummy calendar and schedule no more than 70 defendants to appear for court. Within five (5) business days of receiving the dummy calendar, the District Attorney's Office will present the calendar to the COVID Coordinator for approval. Any matters that have been removed from the dummy calendar and are not scheduled will be continued out for eight (8) weeks or more.
 3. The COVID Coordinator will review and approve the proposed calendar within two (2) business days of receipt.
 4. Upon approval the clerk will publish and distribute the final calendar. The Criminal District Court calendars will be limited to 80 defendants per calendar. Any calendar with over 80 defendants due to add-ons or jail cases must be approved by the COVID Coordinator prior to publication and distribution. Additional defendants will not be added to a docket without prior approval of COVID Coordinator or the presiding judge. **Pursuant Chief Justice Emergency Directive 13**
 5. Disposition calendars will continue as scheduled but are subject to change. Calendars are required to be approved prior to publishing or distributing to prevent members of the public sitting or standing in close proximity and/or for extended periods of time in contravention of current public health guidance in accordance with the directives issued by Chief Justice Cheri Beasley. **Pursuant Chief Justice Emergency Directive 12**
 6. Attorneys will be allowed to meet with their clients in the overflow rooms only. The public is not allowed behind any key carded area without permission from the COVID Coordinator or the presiding judge.
 7. Doors to the courtroom will open at 8:45 AM with a District Attorney's representative positioned at the main entryway to manage the courtroom traffic.
 8. Probation matters must be scheduled six (6) business days prior to court unless the defendant is in custody.
 9. There will be no loitering on the front steps or porch area. Defendants must wait in the overflow room or their vehicles.
 10. This procedure will be continually monitored for modifications.
- I. The courtroom will be cleaned each morning before court and during each lunch recess. All persons must vacate the courtrooms during the sanitizing process.

- J. Any person including defendants, victims, attorneys, witnesses, judges and other courtroom personnel should be healthy, and not symptomatic, before coming to Court.
- K. In the event a person, juror, defendant, attorney, witness, judge or other courtroom personnel becomes symptomatic, tests positive for COVID-19, or has known exposure to someone who has tested positive for COVID-19 during a session, the following shall occur:
1. All information regarding the person, person's symptoms, test results or exposure shall immediately be reported to the chief bailiff, presiding judge, the Senior Resident Superior Court Judge and the COVID Coordinator; and
 2. The presiding judge, the Senior Resident Superior Court Judge and COVID Coordinator shall, as soon as possible, confer with the Public Health Director or his designee regarding the individual, as well as the symptoms, test results and exposure details.
- L. This Mutual Agreement to comply with Chief Justice Emergency Directive 9-13 will become effective on August 25, 2020.

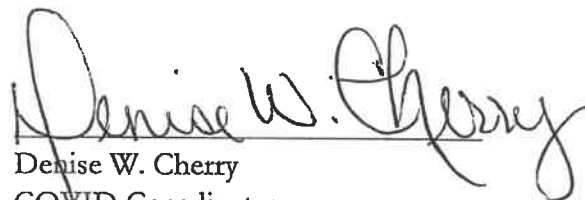
This the 25th of August, 2020.



Alma L. Hinton
Senior Resident Superior Court Judge



Becky Spragins
Clerk of Court



Denise W. Cherry
COVID Coordinator



Valerie Asbell
District Attorney