

**IN THE TWENTY-SECOND JUDICIAL DISTRICT
COUNTIES OF MAURY, LAWRENCE, GILES & WAYNE
COURTS OF CHANCERY, PROBATE, CIRCUIT,
GENERAL SESSIONS AND JUVENILE
AND MUNICIPAL COURTS**

**IN RE: COVID-19 PANDEMIC)
)
) **SUPREME COURT
ADMINISTRATIVE
ORDER NO. ADM2020-00428****

**COMPREHENSIVE PLAN
REGARDING IN-PERSON COURT PROCEEDINGS
PURSUANT TO SUPREME COURT ADMINISTRATIVE
ORDER NO. ADM2020-00428, AS FILED ON
THE 24TH DAY OF APRIL 2020**

The Supreme Court of the State of Tennessee has entered Administrative Order No. ADM2020-00428 relative to the COVID-19 pandemic. As a part of said Administrative Order, the Chief Justice of the Tennessee Supreme Court has declared a state of emergency for the Judicial Branch of Tennessee. Pursuant to Administrative Order No. ADM2020-00428, as entered on April 24, 2020, the Supreme Court has modified the suspension of in-person Court proceedings. As a part of the aforesaid Administrative Order No. ADM2020-00428, the Supreme Court provided as follows:

- 1. The suspension of jury trials shall remain in effect through Friday, July 3, 2020. Any exceptions must be based on extraordinary circumstances and approved by the Chief Justice.**

- 2. Courts should continue to conduct as much business as possible by means other than in-person Court proceedings. Courts are encouraged to continue and even increase the use of telephone, teleconferencing, email, videoconferencing or other means that do not involve in-person contact. All of these methods should be the preferred option over in-person Court proceedings.**

3. All Courts within a Judicial District shall continue to operate under the guidelines and restrictions set forth in this Court's March 25, 2020, Order until the Chief Justice has approved a written plan for the Judicial District within which the Court is located.

4. The Presiding Judge or the designee of the Presiding Judge of each Judicial District, in coordination with a designated Judge or other designee of the General Sessions, Juvenile, and Municipal Courts within each Judicial District, shall develop a comprehensive written plan to gradually begin conducting in-person Court proceedings (other than jury trials) and some non-emergency matters. Each plan should contain guidelines and restrictions designated to minimize to the greatest extent possible the risks of the spread of COVID-19 from in-person Court proceedings. The written plans may include different guidelines and restrictions for different Courts or counties within a Judicial District. The written plan should include guidelines and restrictions addressing matters including, but not limited to, admission into the Courthouse, limitation of the number of persons in the Courtroom, staggering of hearing times, management of social distancing in the Courthouse and in the Courtroom, and handling of witnesses (e.g. having witnesses remain in their vehicle or place them in separate rooms). The use of personal protection such as face masks, as well as appropriate use of disinfectants, is encouraged in Courthouses to protect Court personnel and the public. Screening measures such as touchless thermometers and health questions relevant to COVID-19 may be used for entry into Courthouses.

In observance of Tennessee Supreme Court Order No. ADM2020-00428, the Courts of the 22nd Judicial District submit this Comprehensive Written Plan regarding in-person Court proceedings. Said plan as set forth below contains guidelines and restrictions designed to minimize to the greatest extent possible the risks of the spread of COVID-19 from in Court proceedings. The Courts of the 22nd Judicial District have worked together to adopt a uniform set of guidelines, rules, policies and protocol which may be applicable to all Courts. The Courts of the 22nd Judicial District further recognize that significant differences may exist in Court dockets, Courtroom space, costs associated with measures to

be taken for remedial and/or preventive action in each county. Said factors and distinctions dictate that general rules for all Courts may not be applicable to all. To that end, the Courts of the 22nd Judicial District have adopted the following general rules followed by specific rules applicable to each Court.¹

SECTION I

Adoption of Center for Disease Control Recommendations

In addition to the specific provisions set forth below, all Courts of the 22nd Judicial District adopt as Court rules, policies and procedures the following as recommended by the Center for Disease Control.

1. Tissues and non-touch disposal receptacles will be located on each counsel table and in each Courtroom.
2. Access to bathroom facilities will be made available to litigants and/or witnesses prior to and following Court attendance wherein soap and water for hand sanitation will be available.
3. Alcohol-based hand sanitizer will be made available on all counsel tables, as well as at the entry of all Courtrooms and at the entry point of all Courthouses. Said alcohol-based hand sanitizer will contain at least sixty percent (60%) alcohol.
4. At the commencement and end of each proceeding Judges will encourage all litigants, attendees and counsel to employ proper hand hygiene.
5. At the end of each proceeding, counsel tables will be sanitized.

¹ All Circuit, General Sessions and Juvenile Judges met jointly in an effort to first develop a uniform set of rules, policies and protocols applicable to all Courts within the 22nd Judicial District.

6. All employees of the Court system will be encouraged to visit the Center for Disease Control coughing and sneezing etiquette and clean-hands webpage.

7. All Courtroom doors will remain open so that litigants, counsel and witnesses who have limited access to the Courtroom can enter and exit the Courtroom without handling or touching doors, door handles or other flat surfaces.

8. Security personnel will be stationed at the entrance of each Courthouse and be equipped with a touchless thermometer and no one will be allowed entrance whose body temperature exceeds 100 degrees. If the individual has a body temperature exceeding 100 degrees the Defendant will be asked to leave the Courthouse and Courthouse grounds and a recommendation will be made to immediately seek medical attention.

**Non-Center for Disease Control Recommendations
Adopted by the Courts**

1. Latex disposable gloves will be placed in each Courtroom for use by counsel, litigants and Court personnel. All counsel, litigants and Court personnel will be encouraged to utilize said disposal gloves while sitting at counsel table, executing any necessary Court documents and/or during the handling of any Court paperwork.

2. Facial masks will be used by all Court personnel while in the Courtroom and Judges will encourage all litigants to use facial masks while in the Courthouse or Courthouse grounds.

SECTION II

General Rules for All Courts Within the 22nd Judicial District

1. Admission to all Courthouses will be limited to Court personnel and essential Courthouse employees, those filing matters and/or pleadings with the Clerk of the Court and/or litigants and counsel for scheduled Court hearings.²

2. All Courthouse security at the point of entry and stationed within the Courthouse, as well as all Courthouse personnel entering the Courtroom, shall be provided with facial masks and latex gloves for their protection.

3. Sheriff's Deputies and/or Courthouse security will be located within each Courtroom and will direct individuals gaining entry to the Courtroom to the appropriate and designated places to sit while awaiting their cases to be called.

4. Although the Courthouses of Maury and Giles have multiple points of entry, there will be a single point of entry used in each Courthouse which will be staffed by security personnel.

5. At the point of entry into the Courthouse, all persons will advise security personnel of their purpose for entry into the Courthouse and/or attendance of any legal proceedings.

6. While the size and capacity of each Courtroom within the 22nd Judicial District may be vastly different, the protocol as established by the Supreme Court regarding a limitation on the number of individuals to be present in any Courtroom is hereby adopted. Each Courtroom shall have a maximum number of fifteen (15) people allowed in the Courtroom at any one time. Of said fifteen (15) person maximum capacity, five (5) may be

² The Courthouses in Maury, Lawrence and Giles Counties are multi-use facilities housing other county offices. This provision is applicable to all entrants appearing for any Court-related purposes.

Court personnel and ten (10) may be attorneys and litigants. Witnesses shall be called singularly and no witness will be allowed to enter the Courthouse until the preceding witness has completed testimony, been released by the Court and left the Courthouse building. The Presiding Judge of each Court will determine the maximum number of individuals who can be seated in each Courtroom, but at no time shall the maximum number exceed that specified above. The Presiding Judge of each Courtroom will observe all social distancing requirements and further designate seats for any and all attendees with a minimum of a six (6) foot radius between occupied seats. All Court officers and Judges will be responsible for insuring social distancing in all Courtrooms and foyers and/or entryways into the Courthouse.

7. All dockets will be administered in a staggered fashion such that no more than ten (10) people (litigants and counsel) are allowed in the Courtroom at any one (1) time.

8. Witnesses will only be allowed to enter the Courthouse when notified by Court personnel, counsel or litigants. Victims, prosecutors and Defendants will be allowed access into the Courtroom during scheduled times for their Court proceeding. All other individuals who anticipate being called as a witness will check in with the Courthouse security stationed at the point of entry and provide his or her name and cell phone number or contact information and return to their vehicle until called as a witness. Said contact information will be given to counsel and/or the litigants involved in the case and/or a victim witness coordinator. The Presiding Judge in each Court may designate a witness waiting room where up to one (1) witness may be stationed pending their being called as a witness.

9. All hearings requiring or allowing in-person attendance will be held with only litigants and their counsel allowed in the Courtroom.

10. In an effort to minimize the number of people entering the Courthouses, Judges and staff will coordinate calendars to avoid large dockets by scheduling matters in multiple Courtrooms and seeking assistance from other Judges. Additionally, Courtroom assignment preference will be given based on the size of dockets with the largest Courtroom assignment being assigned to the Judge with the largest number of cases during that given day.

11. Courtroom admission requirements shall not be applied in a manner to preclude counsel from being present during a client's appearance or to preclude media coverage of any proceedings consistent with Rule 30 of the Rules of Tennessee Supreme Court.

SECTION III

Rules Applicable to Circuit and Chancery Courts³

General Provisions

1. All Motions not requiring testimony of witnesses will be required to be heard via zoom or some form of videoconference to alleviate the necessity of counsel and/or litigants entering the Courthouse. The Court, upon the scheduling of any and all Motions may exercise its discretion to decide said Motion on the pleadings only. Should the Court prefer to hear arguments relative to said Motion some form of videoconferencing, including but not limited to, Zoom conferencing will be scheduled by the Court.

2. All contested in-person hearings shall be scheduled in thirty (30) minute increments. All litigants and/or counsel participating in an in-person hearing shall leave

³ The Circuit and Chancery Courts are administered by the Honorable David Allen (Division I), the Honorable J. Russell Parkes (Division II), the Honorable Christopher Sockwell (Division III), and the Honorable Stella Hargrove (Division IV).

the Courthouse immediately upon conclusion of said hearing, at which time litigants for the next scheduled in-person hearing shall be allowed entrance into the Courthouse.

3. The Clerks of each Circuit and/or Chancery Court will maintain a docketing calendar wherein counsel may docket Motions and/or in-person hearings to be scheduled in thirty (30) minute increments. With leave of Court, hearings exceeding one (1) hour may be scheduled and an appropriate Scheduling Order entered.

Criminal Court

1. To eliminate the necessity of transportation of incarcerated individuals, all arraignments for incarcerated individuals will be conducted via Zoom or some other means of videoconferencing.

2. All arraignments for non-incarcerated individuals shall be staggered in a manner determined by the Presiding Judge to avoid large gatherings of people entering the Courthouse at similar times and to further coordinate social distancing in the Courtroom. The arraignments of non-incarcerated individuals will be staggered such as to observe the Courtroom capacity limitation of no more than fifteen (15) individuals at any one (1) time inclusive of Court personnel.

3. For all non-incarcerated individuals, all plea deadline days which are subject to Scheduling Orders will be held with only lawyers, and Assistant District Attorneys General. All counsel will appear via Zoom and/or some other means of videoconference. If counsel announces a settlement of the criminal case, a separate time and date will be established by the Court for the entry of said plea. All efforts will be made to schedule said plea via videoconferencing or Zoom conference. If at the plea deadline date said case has

not been scheduled and counsel agrees that said case need be set for trial, the Court will establish a trial date and an appropriate Order will be entered.

Domestic Court

1. Any and all uncontested divorces, whether lodged by self-represented individuals or by litigants represented by counsel, will be approved by some form of teleconference. Counsel will submit proposed Final Decrees and have on file a minimum of seven (7) days before any scheduled hearing all Marital Dissolution Agreements and/or proposed Parenting Plans.

Grand Jury

1 The Grand Jury of Maury, Giles, Lawrence and Wayne Counties shall continue to conduct Grand Jury business observing all appropriate social distancing guidelines. All Grand Juries will meet in the largest available Courtroom in each county. The largest Courtroom in each county will accommodate all Grand Jurors with more than a six (6) foot radius surrounding each Grand Juror. All witnesses to testify before the Grand Jury will enter through a door not available or not used by the Grand Jurors, proceed to a podium in close proximity to the Judge's bench (yet more than six [6] feet in distance), which is significantly outside of any six (6) foot radius of any Grand Juror. The District Attorney General and/or his designee will be responsible for insuring that appropriate distancing is maintained at all times during any Grand Jury session. Each Grand Juror will be assigned a designated and marked seat during each and every Grand Jury session with appropriate social distancing available between each and every designated seat.

SECTION IV

General Sessions Courts Within the 22nd Judicial District

As a result of and in recognition of the vast difference in docket size, Courtroom space, backlog of existing case filings, the Court finds it necessary to adopt certain policies and procedures relative to the following General Sessions Court of the 22nd Judicial District as set forth below. The policies and procedures of the General Sessions Court as set forth below shall not be in contravention of and is in no way intended to abrogate the policies, procedures and protocol set forth in Sections I and II above.

General Rules Applicable in General Sessions Courts

Arraignments for any and all incarcerated Defendants will be held by videoconferencing and/or Zoom. Said procedure will alleviate the necessity for transportation of inmates to and from Courthouse facilities.

Rules Applicable to General Sessions Court of Maury County, Part II⁴

Subject to the policies, procedures and protocols as set forth in Sections I and II of the Comprehensive Plan, the Maury County General Sessions Court, Part II, adopts the following.

⁴ Both the General Sessions and Juvenile Court of Maury County, Part II, are administered by the Honorable Lee Bailey who holds Court in a new stand-alone Courthouse in Mt. Pleasant, Tennessee.

Criminal Trial Docket:

1. If a case requires a trial or preliminary hearing, only those involved in that case will be allowed inside the Courtroom. All witnesses will remain outside the Courthouse until called to testify and must immediately leave the building once testimony is complete.

Civil Trial Docket:

1. If a case requires a trial, only those involved in that case will be allowed inside the Courtroom. All witnesses will remain outside the Courthouse until called to testify and must immediately leave the building once testimony is complete.

Appearance Docket:

1. Times for each docket (civil, traffic and criminal) will be staggered throughout the day to avoid any overcrowding in the Courthouse/Courtroom.

2. Security at the Courthouse entrance will allow only those individuals on each docket to enter the Courtroom during each docket's allotted time frame. Individuals will sit in designated areas that have been marked for social distancing.

3. Once a particular docket call is over (i.e. civil), the process of allowing persons inside the Courtroom will start over for the next docket call (i.e. traffic).

**Rules Applicable to General Sessions
Court of Maury County, Part I⁵**

Subject to the policies, procedures and protocols as set forth in Sections I and II of this Comprehensive Plan, the Maury County General Sessions Court, Part 1, adopts the following:

Arraignments for Criminal Court in General Sessions:

1. Designated Court times for arraignments have been and will remain Mondays at 2 p.m. This time has proven to have the benefit that it does not compete with any other Court docket; there are typically fewer persons in the Courthouse and the security staff is less pressed.

2. The Court staff will preview the docket and prepare a division by alphabet of last names of each Defendant. To the extent necessary, the docket will be staggered such that no more than ten (10) individual Defendants are allowed in the Courtroom at any given time.

3. The Court procedure would be modified for arraignments for this special time period as follows:

- a. The present procedure is that the Court requests the Defendant to sign a warrant to confirm their presence and participation in the arraignment proceedings. In lieu of signature, the Court will note on the warrant "arraigned, Defendant present". This will avoid the unnecessary handling of documents and avoid close contact between Court officers and the Defendant.

⁵ The General Sessions Courts of Maury County, Tennessee, Part I, are administered by the Honorable Bobby W. Sands and the Honorable Douglas Chapman.

- b. Affidavits of Indigency will be provided to Defendants and will be deposited by the Defendants into a drop-box to avoid exchange of documents in close contact with any bailiffs and/or Court officers.

Public Defender Criminal Court Docket:

In administering this docket, the Court faces its biggest challenge as to social distancing. The Court will administer the Public Defendant criminal docket as follows:

1. All incarcerated individuals will be seen by Zoom or by video conference. Incarcerated individuals' cases will be addressed first.

2. To the extent that a Defendant requires the assistance of an interpreter an interpreter will be made available. The interpreter, all Court personnel, the Defendant and counsel will observe all social distancing requirements set forth in Sections I and II of this Comprehensive Plan.

3. Preliminary hearings will be conducted pursuant to the Supreme Court Order wherein counsel, the prosecutor and the Defendant are present in the Courtroom. Witnesses will be called in individually and not allowed to enter the Courthouse until a previously called witness has been released.

4. The Presiding Judge of the Court will divide any docket in excess of ten (10) people into sub-parts wherein no more than ten (10) individuals will be in the Courtroom at any one (1) time. Any trials wherein waivers of Grand Jury presentments and waiver of jury trials are executed will be handled in a similar fashion.

5. Any and all documents including waivers to be signed by the Defendant will be signed prior to the Defendant entering the Courtroom. Any and all necessary plea documents will be signed by the Defendant before entering the Courtroom.

6. Re-arrest Orders for failure to appear will be delayed or deferred seven (7) days to permit a Defendant to voluntarily appear and offer a reason or explanation for their absence.

Traffic Docket:

The traffic docket administered by the General Sessions Court, Part 1, presents additional difficulties. The administration of the traffic docket will be had in compliance with Sections I and II of this Comprehensive Plan. The General Sessions Court will work in conjunction with the Circuit Court of Maury County to allow access to the largest Courtroom available at the Courthouse. Defendants' appearance times will be staggered such as to insure appropriate social distancing and further to insure that no more than ten (10) people are present in the Courtroom or called into the Courthouse at any given time.

General Sessions Civil:

The time for the appearance docket would remain on Monday at 8:30 a.m. with the following protocol and also following the provisions of Sections I and II of the Comprehensive Plan.

1. All civil dockets will be staggered as to allow no more than ten (10) people (litigants and counsel) to be present in the Courtroom at any one (1) time.

2. All witnesses will be called and allowed in the Courthouse individually and excused and instructed to leave the Courthouse immediately on completion of their testimony.

**Special Rules Applicable to the
General Sessions Court of Giles County**

After consultation with, and in collaboration with, the General Sessions Court of Giles County, said Court adopts the general provisions of Sections I and II of this Order and requests no specific rules be applicable to said Court.⁶

**Special Rules Applicable to the
General Sessions Court of Lawrence County**

After consultation with, and in collaboration with, the General Sessions Court of Lawrence County, said Court adopts the general provisions of Sections I and II of this Order and requests no specific rules be applicable to said Court.⁷

**Special Rules Applicable to General Sessions
And Juvenile Courts of Wayne County⁸**

1. In addition to the safety protocols set forth in the Administrative Order of the Courts of Twenty-Second (22nd) Judicial District setting forth its Comprehensive Plan Regarding In-Person Court Proceedings, pursuant to Tennessee Supreme Court Administrative Order No. ADM2020-00428, as filed on April 24, 2020, the General

⁶ Both General Sessions and Juvenile Court of Giles County are administered by the Honorable Chip Richardson.

⁷ Both the General Sessions and Juvenile Courts of Lawrence County are administered by the Honorable Patricia McGuire, with the Juvenile Court also being administered by the Honorable Ashley Duncan, Magistrate.

⁸ Both the General Sessions and Juvenile Courts of Wayne County are administered by the Honorable James Y. Ross.

Sessions, Juvenile and Municipal Courts of Wayne County, Tennessee, shall implement the following additional safety protocols and Court procedures to promote and protect the health and welfare of the Judges, Clerks, Court staff, bailiffs, officers, attorneys, litigants, witnesses and general public at large.

2. The Wayne County Justice Center has two (2) main Courtrooms. The primary Courtroom has dimensions of 57 feet in depth and 36 feet wide. The second Courtroom has dimensions of 43 feet in depth and 30 feet wide. The primary (i.e. north) entrance enters into a large lobby which is 38 feet in depth and 29 feet wide, across from the primary Courtroom. To the east off of the primary lobby is a hallway which is 71 feet long and 8 feet wide leading down to the second Courtroom. This hallway has pew style benches against the north wall, and it has an exit at the end of the hallway past the entrance to the second Courtroom. To the south of the primary lobby is a second lobby, which is 43 feet in depth and 30 feet wide, providing access to the offices of the Circuit Court Clerk and Clerk and Master, 20 feet wide by 22 feet depth, only by way of glass windows with speakers and deposit boxes.

3. For the General Sessions Court criminal arraignment docket, any Defendants housed in the Wayne County Jail shall be arraigned by video using the Court Call System already in existence at the Wayne County Justice Center. Using the CDC six (6) foot radius for each Defendant, a limited number of Defendants, not to exceed ten (10) in total number, will be taken into the video room, which is 31 feet in depth and 21 feet wide, in the jail by Sheriff Department personnel for video arraignment. Once the Defendants are arraigned, then they will be removed from the video room and taken back to their cells. Thereafter, another group of Defendants will be taken to the video room, if necessary,

depending on the total number of Defendants to be arraigned, per day or week, until all the Defendants are arraigned and appointed counsel.

Any Defendants not in jail will be notified of a specific date and time to appear in Court for arraignment. The dates will be assigned for each Tuesday of the month of May. The times will be assigned by alphabetic order and limited to five (5) Defendants per assigned appearance time. Each group of five (5) Defendants shall be allotted ten (10) minutes to be arraigned, assigned counsel, if necessary, and given a next appearance date to announce a plea agreement or proceed with a hearing or trial. Upon arrival at the Wayne County Justice Center at the designated time, the five (5) Defendants shall, individually, be brought into the Courtroom by a security officer or bailiff and assigned a pre-marked location to stand in numerical order in order to maintain the appropriate social distancing. Once the arraignment is concluded, the last Defendant brought into the Courtroom shall be the first out followed by each other Defendant in the order of last in, first out, and they will each be directed to exit out of the east exit door at the end of the long hallway until the Courtroom is empty. After all the Defendants have exited the east door of the Wayne County Justice Center, then the security officer or bailiff will, individually, take the next group of five (5) Defendants into the Courtroom.

4. For the General Sessions Court civil docket first appearances and Juvenile Court docket first appearances, the litigants and/or juveniles will be notified of a specific date and time to appear in Court for first appearance. The dates will be assigned for each Wednesday of the month of May. The times will be assigned by alphabetical order and limited to five (5) litigants and/or juvenile per assigned appearance time. Each group of five (5) litigants and/or juveniles shall be allotted ten (10) minutes to admit or deny the

allegation, assigned counsel, if necessary, and given a next appearance date to announce an agreement or proceed with a hearing or trial. Upon arrival at the Wayne County Justice Center at the designated time, the five (5) litigants and/or juveniles shall, individually, be brought into the Courtroom by a security officer or bailiff and assigned a pre-marked location to stand in numerical order in order to maintain the appropriate social distancing. Once the first appearance is concluded, the last litigant and/or juvenile brought into the Courtroom shall be the first out followed by each other litigant and/or juvenile in the order of last in, first out, and they will each be directed to exit out of the east exit door at the end of the long hallway until the Courtroom is empty. After all the litigants and/or juveniles have exited the east door of the Wayne County Justice Center, then the security officer or bailiff will, individually, take the next group of five (5) Defendants into the Courtroom.

For the General Sessions Court criminal and civil second appearance dockets, each Defendant, litigant or juvenile shall have been given, or notified of, a specific date and time to appear in Court for a second appearance to announce an agreement or proceed with a hearing or trial. The dates will be assigned for a Tuesday, Wednesday, Thursday or Friday during the months of May or June. The times will be assigned by alphabetical order and limited to one (1) criminal Defendant, plus any Co-Defendants, one (1) civil Defendant and civil Plaintiff, plus any Co-Defendants or Co-Plaintiffs, and/or one (1) juvenile, plus any co-juveniles, per assigned appearance time. Each criminal Defendant, civil Defendant and Plaintiff, or juveniles shall be allotted one (1) hour to announce an agreement or proceed with a hearing or trial. If the criminal Defendant(s), civil Defendant(s) and Plaintiff(s), or juvenile(s) is unable to conclude the announcement, hearing or trial within the allotted one (1) hour, then the case will be recessed, and they will be assigned a new Court date and a

new one (1) hour segment to resume and conclude the announcement and/or hearing or trial. Upon arrival at the Wayne County Justice Center at the designated time, the Defendant(s), Plaintiff(s) and/or juveniles shall, individually, be brought into the Courtroom by a security officer or bailiff and assigned a pre-marked location to sit in order to maintain the appropriate social distancing. Once the second appearance is concluded, the Defendant(s), Plaintiff(s) and/or juvenile brought into the courtroom shall be the first out followed by each other Defendant(s), Plaintiff(s) and/or juvenile(s) in the order of last in, first out, and they will each be directed to exit out of the east exit door at the end of the long hallway until the Courtroom is empty. After all the litigants and/or juveniles have exited the east door of the Wayne County Justice Center, then the security officer or bailiff will, individually, take the next Defendant(s), Plaintiff(s) and/or juveniles into the Courtroom.

5. For all General Sessions Court and Juvenile Court hearings or trials, any and all non-incarcerated criminal Defendant(s), civil Defendant(s) and Plaintiff(s), juveniles and witnesses shall be given or notified of the date and time for the hearing or trial with instructions to report to the security officer or bailiff at the main (i.e. north) entrance to the primary lobby of the Wayne County Justice Center. Once they report as instructed, all non-incarcerated criminal Defendant(s), civil Defendant(s) and Plaintiff(s), juveniles and witnesses shall be instructed to remain in their vehicle, or using the CDC six (6) foot radius for each person designated a pre-marked location to stand, until a security officer or bailiff comes to escort them to the appropriate Courtroom to testify. Once the witness concludes his or her testimony, then they will each be directed to exit out of the east exit door at the end of the long hallway. After the witness has exited the east door of the Wayne County

Justice Center, then the security officer or bailiff will, individually, retrieve and bring the next witnesses into the courtroom.

6. The total number of criminal Defendant(s), civil Defendant(s) and Plaintiff(s), juvenile(s), witness(es), attorneys, Clerks, Court staff and Judges(s) in a single Courtroom shall not exceed a total of ten (10) people, excluding bailiffs and security officers.

7. Due to the size of the courtrooms, lack of security staff and problems associated with implementing appropriate safety protocols, all cases in the Municipal Courts of Waynesboro, Collinwood and Clifton have been rescheduled for the month of June, 2020.

**Rules Applicable to Juvenile Courts
of Maury, Giles and Lawrence Counties**

(A) GENERAL PROVISIONS FOR ALL CASES:

1. Upon the approval of this Order by the Chief Justice of the Supreme Court of Tennessee, ANY Juvenile Court case, MAY be scheduled to take place IN PERSON, at Court. However, the Juvenile Courts will continue to strongly ENCOURAGE cases to be held via Zoom or other forms of videoconferencing while the Federal and State governments are recommending social distancing.

2. If all of the parties of a case are in agreement, any hearing may happen via Zoom or other form of videoconferencing.

3. Any case where an agreement has been reached, that case shall be handled via Zoom or other form of video conferencing, unless directed otherwise by the Judge.

4. All Motions not requiring testimony of witnesses shall be required to be heard via Zoom or some form of videoconferencing, to alleviate the necessity of counsel and/or litigants entering the Courthouse.

5. If there are individuals involved with a case and due to a medical condition they are not comfortable with appearing in person, that individual may participate via Zoom or other form of videoconferencing, if the parties and/or the Judge agree to that remote participation. This includes, but is not limited to, parties witnesses, victims, attorneys, and/or others who would otherwise be at Court for a proceeding.

6. Dockets, the setting of cases, and participants in Court proceedings will be staggered at the discretion of the Judge, but shall comply with Sections I and II of the 22nd Judicial District's Comprehensive Plan Regarding In-Person Court Proceedings Pursuant to Supreme Court Administrative Order No ADM2020-00428 (hereafter: Sections I & II), but may be modified as outlined below in sections (B) and (C).

7. All in attendance to Court shall practice social distancing as outlined in Sections I & II. However, people who are in the same "Family Unit" (individuals living in the same home, or multiple homes AND the juvenile has been spending time in those homes during this pandemic) can choose to sit closer than six (6) feet from each other. These family units must be six (6) feet away from other people in Court. *This is meant to model Governor Lee's Tennessee Pledge as outlined for Consumer Protection for the Restaurant Industry where up to six (6) individuals can choose to sit at the same table with each other, while remaining six (6) feet away from other tables.*

8. All cases will be set in thirty (30) minute blocks of time, not to exceed two (2) blocks of time, unless prior arrangements have been approved by the Judge.

9. The Court will hold cases to their scheduled time. Parties will be given equal amounts of time to present their side of the case. Cases that are not resolved in the allotted time will be: (1) extended if there is not another case immediately after the case; (2) rolled

to the heel of the docket, or any other blocks of open time in the Court's docket that day; or
(3) bifurcate and reset the remainder of the case to another day.

10. Termination of Parental Rights Cases or any other proceedings that are believed to take more than one (1) hour, shall be special set and scheduled with the Juvenile Clerk's office.

(B) DEPENDENCY & NEGLECT (D&N), and TERMINATION OF PARENTAL RIGHTS (TPR) PROCEEDINGS:

1. These types of cases almost always involve agencies such as the Department of Children's Services (DCS), Court Appointed Special Advocates (CASA), and/or other service providers, whose knowledge is invaluable in resolving a case in a way that is the best interest of the child. As such, on a case by case basis and at the discretion of the Judge, these individuals may be allowed into the Courthouse/Courtroom for a case. However, the total number of people in the Courtroom shall not exceed fifteen (15), the same number of people in Section II of the District's plan.

2. The Court will work closely with DCS to schedule cases where DCS is a party.

(C) DELINQUENT & UNRULY PROCEEDINGS, & DETENTION HEARINGS:

1. These types of cases oftentimes involve agencies such as the Department of Children's Services (DCS), Court Appointed Special Advocates (CASA), and/or other service providers, whose knowledge is invaluable in resolving a case in a way that is the best interest of the child. Additionally, a child's parents might live in separate households, or the child might live with someone other than his/her parents. As such, on a case by case basis and at the discretion of the Judge, these individuals may be allowed into the

Courthouse/Courtroom for a case. However, the total number of people in the Courtroom shall not exceed fifteen (15), the same number of people in Section II of the District's plan.

2. As many cases as possible will be addressed through Informal Adjustments/Proceedings at the initial appearance stage.

(D) CHILD SUPPORT – (BROUGHT BY THE CHILD SUPPORT DIVISION OF THE DISTRICT ATTORNEY'S OFFICE): ESTABLISHING PATERNITY, SETTING SUPPORT, MODIFYING SUPPORT, & CIVIL CONTEMPT PROCEEDINGS:

1. The Court will work closely with the Child Support Division of the District Attorney's office to schedule cases that the DA's Office has brought before the Court.

(E) ALL OTHER CHILD CUSTODY/VISITATION/SUPPORT PROCEEDINGS:

1. Shall be set through the Juvenile Court Clerk's Office.

2. Attorneys and pro se litigants should work closely with each other and the Clerk's office in the setting of these cases.

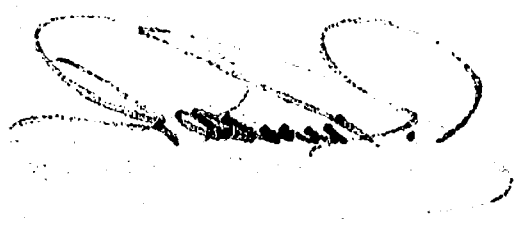
(F) PERMANENCY PLAN RATIFICATION & ANNUAL PERMANENCY HEARINGS:

1. Shall be done via Zoom or some other form of video conferencing until ordered otherwise by this Court.

(G) FOSTER CARE REVIEW BOARD:

1. Shall be done via Zoom or some other form of video conferencing until ordered otherwise by this Court.

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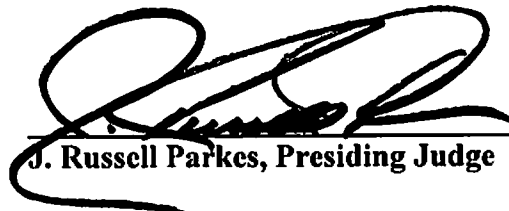
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Rules Applicable to all Municipal Courts

The provisions specifically provided in Sections I and II of this Order shall apply to the various Municipal Courts located within the 22nd Judicial District. The Judges of each Municipal Court located within the 22nd Judicial District will adhere to the provisions of Sections I and II of this Comprehensive Plan.

Conclusion

The Courts of the 22nd Judicial District have worked in coordination with each other relative to the submission of this Comprehensive Plan. The Courts of the 22nd Judicial District will continue to work in coordination with each other to afford litigants the greatest social distancing available in each and every Courtroom observing as a minimum standard the Center for Disease Control recommended social distancing practice. The Courts of the 22nd Judicial District, recognizing that protecting the health, safety and welfare of the public as well as insuring the core constitutional functions and rights of all protected individuals are adhered to adopt this plan subject to the approval of the Supreme Court. The Courts of the 22nd Judicial District have proposed this plan with said goal in mind and anticipate the submission of additional “graduated plans” if and/or when the Supreme Court modifies any provisions of Administrative Order ADM2020-000428.



J. Russell Parkes, Presiding Judge

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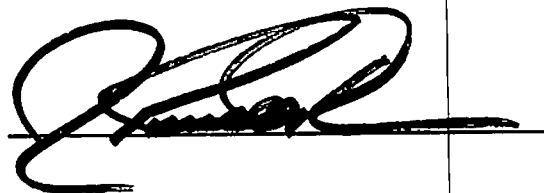
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Certificate of Service

I, the undersigned, hereby certifies that I have sent a true and exact copy of the foregoing Comprehensive Plan to the following at their last known address, by U.S. Mail with sufficient postage thereon to deliver same to its destination.

**Rachel Harmon, General Counsel
Administrative Office of the Courts
511 Union Street, Suite 600
Nashville, TN 37219**

**Honorable Stella Hargrove
Honorable David Allen
Honorable Christopher Sockwell
Honorable Bobby Sands
Honorable Douglas Chapman
Honorable Lee Bailey
Honorable Chip Richardson
Honorable Patricia McGuire
Honorable James Y. Ross
Honorable Tom DuBois
Honorable Jake Wolaver
Honorable Deana Hood
Honorable Ben Boston
Honorable Paul Plant
Honorable Cameron Hoffmeyer
Honorable Chuck Doerflinger
Honorable Rogers Hays
Honorable Andy Hoover
Honorable Joe Fowlkes
Honorable Sam Garner
Honorable Chris Williams
Honorable Bob Thurman
Honorable James Y. Ross**



Date: 5/1, 2020