

TITLE IV-D PLAN FOR RESUMING COURT OPERATIONS DURING THE COVID-19 PANDEMIC

1. As of June 15, 2020, the Court resumed dockets by conducting hearings remotely.
2. All hearings will be held remotely using WebEx or Zoom technologies. Currently, the Court is using WebEx in conducting Title IV-D hearings.
3. No earlier than August 3, 2020 will in-person hearings be held, and at time, only those hearings deemed to be held necessary to be held in person will take place. Further, the Court will not resume in-person hearings safety measures for in-person hearings are in place for the IV-D physical courtroom.
4. The Court will not hold large attendance dockets, instead, all remote hearings will be scheduled for a specific time. The remote dockets will be held during the usual docket time frames. Each hearing will be set for a 15-minute duration. However, upon motion of any party and for good cause, the court will set a hearing for a longer duration.
5. The bailiff will create and distribute the Notice/Invitation for all remote hearings to the Magistrate, Marion County Prosecutor's designated individual or account, attorneys of record, public defender, self-represented litigants, and to the language interpreter (when needed).
6. The Notice/Invitation will be distributed through Odyssey to the email addresses and by postcard to the physical addresses for all parties, provided there is an email address and physical address for the Party in Odyssey. The Notice/Invitation will include the case name, cause number, type of hearing, date and time of the hearing.
7. During remote court operations, the Court will diligently seek to obtain telephone numbers, email addresses and physical addresses for all parties for future hearing notices.
8. The parties are responsible for forwarding the hearing information to their necessary witnesses/participants.
9. At the onset of each hearing session, parties will be afforded time to discuss possible agreements off the record. The Magistrate will wait to enter the "virtual courtroom" until the bailiff notifies the Magistrate, by text or email, that the parties are ready for the hearing. Appropriate attire is required at all remote hearings.
10. The bailiff will start and record the hearings. Each bailiff has a work assigned laptop to perform the functions necessary for the remote hearings.
11. Parties will be ordered to address pertinent evidentiary issues prior to the scheduled hearing date, including filing in advance any exhibits intended to be offered for admission.
12. In implementing this plan, the Court will be mindful of the fact that many respondents are self-represented and lack access to reliable internet or phone service. If a litigant does not have video capabilities, the court will allow the litigant's audio appearance and will proceed with the hearing.

