



## Rosebud Court of Record

*Presiding Judge Matthew G. Wright*

*Associate Judge Sharon L. Diaz*

Misc. Docket No. 2020-DR-4

FOURTH EMERGENCY ORDER REGARDING THE COVID-19 STATE OF DISASTER  
Rosebud Court of Record  
Lott Municipal Court  
Mount Calm Municipal Court

**ORDERED**, that the following applies only to the Rosebud Court of Record, Lott Municipal Court, and Mount Calm Municipal Court and is effective April 16, 2020. These orders are made pursuant to the Texas Supreme Court's emergency orders. To the extent this Court's policies (emergency or standard) conflict with any orders from the Texas Supreme Court, this Court's policies shall yield to orders issued by the Texas Supreme Court.

**ORDERED**, that:

1. All dockets will be reset by the Court Clerk to dates after June 1, 2020, unless deemed essential according to the standards outline by the Supreme Court of Texas.
2. Dockets set from June 1, 2020 – August 31, 2020 will be conducted via video-based services. In-Person hearings and appearances will be conducted by request of the party and approved by the Court given prevailing health and emergency conditions.
3. All persons participating or observing in-person hearings and appearances must pass a health screening prior to admission to the courtroom. Screenings will include questions deemed appropriate by prevailing medical standards as well as passive temperature readings. If admittance is denied to a party, the party's case will be reset.
4. All court hearings will adhere to social distancing guidelines established by the Center for Disease Control.
5. The clerk's office will remain open during normal city hall business hours and will continue to process motions, pleas, and other filings under conditions outlined by the

Page 1 of 2

PO Box 657

Rosebud, Texas 76570

(254) 583-7714

(254) 583-2157

[courtclerk@rosebudtexas.us](mailto:courtclerk@rosebudtexas.us)



## Rosebud Court of Record

*Presiding Judge Matthew G. Wright*

*Associate Judge Sharon L. Diaz*

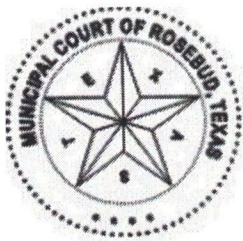
Center for Disease Control, the Office of Court Administration, and orders of the Texas Supreme Court. The clerk's office will process documents through e-mail, mail, delivery, and fax.

6. This Order supplements and amends prior Emergency Orders Regarding the COVID-19 State of Disaster.
7. This Order will expire when modified by the Court.

Dated: April 16, 2020

A handwritten signature in black ink, appearing to read "Matthew G. Wright", written over a horizontal line.

Matthew G. Wright  
Presiding Judge



### **Judge and Court Staff Health**

1. Judges and court staff who can perform the essential functions of their job remotely will telework when possible.
2. Judges or court staff who feel feverish or have measured temperatures equal to or greater than 99.6°F, or with new or worsening signs or symptoms of COVID-19 such as cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste or smell, diarrhea, or having known close contact with a person who is confirmed to have COVID-19 will not be permitted to enter the building and should seek medical advice.
3. Judges and court staff will be required to wear face coverings, practice social distancing, and practice appropriate hygiene recommendations at all time.
4. Protective Measures:
  - a. Additional barriers will be provided to create shielding for the attorneys, staff, citizens and judges.
  - b. Hand sanitizer will be readily available for use by all participants.
  - c. Dockets will be limited to ensure social distancing and to minimize the number of people in the courtroom area.
  - d. Thermometers have been obtained for each court and shall be used for screenings.

### **Scheduling**

1. The following court schedules are established to reduce occupancy in the court building:
  - a. Dockets set from June 1, 2020 – August 31, 2020 will be conducted via video-based services. In-Person hearings and appearances will be conducted by request of the party and approved by the Court given prevailing health and emergency conditions.
  - b. Additional docket days will be scheduled to allow for smaller pools of defendants and court spectators.
  - c. All Jury Trials are suspended until a date later than September 1, 2020.

### **Vulnerable Populations**

1. Individuals who are over age 65 and individuals with serious underlying health conditions, such as high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune systems are compromised such as by chemotherapy for cancer or other conditions requiring such therapy are considered to be vulnerable populations.
2. Each judge will include information on orders setting hearings, dockets notices, and in other communications notifying individuals who are in vulnerable populations of the ability to contact the court to identify themselves as a vulnerable individual and receive

accommodations. A notice with this information will be posted on the courts' websites and in conspicuous locations around the court building (a copy of which is attached).

“If you are over age 65 and/or with serious underlying health condition, such as high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune systems are compromised such as by chemotherapy for cancer or other conditions requiring such therapy are considered to be vulnerable populations. If you are a member of the vulnerable population, please contact the Court prior to the date of your court setting to make arrangements for remote appearance or a continuance in your case.”

3. Vulnerable populations who are scheduled for court will be accommodated by one of the following:
  - a. Scheduling of remote appearance; and/or
  - b. a reset to a later date to accommodate improved health conditions.

### **Social Distancing**

1. All persons not from the same household who are permitted in the court building will be required to maintain adequate social distancing of at least 6 feet.
2. Each restroom has been evaluated to determine the appropriate capacity to ensure social distancing and the maximum capacity has been posted on each restroom door.
3. Public common areas, including breakrooms and snackrooms, have been closed to the public.

### *Gallery*

4. The maximum number of persons permitted in the gallery of each courtroom has been determined and posted. The maximum capacity of the courtroom will be monitored and enforced by court staff.
5. The gallery of the courtroom has been marked to identify appropriate social distancing in the seating. Seating is limited to every other row.

### *Well*

6. In each courtroom, the counsel tables, witness stand, judge's bench, and clerk, court reporter, and bailiff seating have been arranged in such a way so that there is social distancing of at least 6 feet between each space.

### **Hygiene**

1. Hand sanitizer dispensers have been placed outside of each courtroom, and outside of bathrooms.
2. Tissues have been placed near the door of the courtroom, at counsel tables, at the witness stand, on the judges' benches, and in the hallways.

3. The Department of State Health Service's "Stop the Spread of Germs Flyer" has been posted in multiple locations on each floor of the court building.

### **Screening**

1. When individuals attempt to enter the court building, the bailiff or court clerk will ask the individuals if they are feeling feverish; have a cough, shortness of breath, or difficulty breathing; or have been in close contact with a person who is confirmed to have COVID-19. Individuals who indicate yes to any of these questions will be refused admittance to the court building.
2. When individuals attempt to enter the court area of the building, the bailiff or court clerk will use an infrared thermometer to determine the temperature of the individual. Individuals whose temperature equals or exceeds 100.0°F will be refused admittance to the court building.
3. Inmates being transported from the jail to the court building will be screened for symptoms of COVID-19 and have their temperature taken prior to transport. Inmates with symptoms or a temperature equal to or above 99.6°F will not be transported to the court building.
4. Staff who are screening individuals entering the court building will be provided personal protective equipment, including masks and gloves.

### **Face Coverings**

1. All individuals entering the court building will be required to wear face coverings at all times.
2. Individuals will be encouraged to bring cloth face coverings with them, but if the individual does not have a cloth face covering, a disposable face mask will be provided.
3. Individuals who will be required to be in the court building for over 1 hour will be provided surgical masks and required to wear them while in the court building if the supply is available.

### **Cleaning**

1. Court building cleaning staff will clean the common areas of the court building so that common spaces are cleaned prior to each court session.
2. Court building cleaning staff will clean the courtrooms after each court session.
3. Court building cleaning staff have been provided cleaning supplies shown to be effective with this coronavirus.

I have attempted to confer with all judges of courts with courtrooms in the court building regarding this Operating Plan. In developing the plan, I consulted with the local health authority and county judge. I will ensure that the judges of courts with courtrooms in the court building covered by this Operating Plan conduct proceedings consistent with the plan.

May 5, 2020

A handwritten signature in black ink, appearing to read "Matthew G. Wright", written over a horizontal line.

Matthew G. Wright  
Presiding Judge