

COVID-19 Zoom Hearing Protocol for Attorneys

Until the LCDF has Zoom capability for Defendants, only hearings with out-of-custody and/or Defendant presence waived by counsel are available outside of the plea hearing/bail hearing calendar.

Counsel will use the Zoom app (or zoom.us website) to log into the Virtual Courtroom for Judge Marsh

Meeting Number: 970 1839 8459

Password: 163940

(If technology is unavailable, counsel may contact the JA for telephone-only instructions)

Counsel should have Defendant and/or witnesses log in SEPARATELY from a separate location.

- Zoom allows the Host to put the Defendant and Attorney in a “Breakout Room” to hold privileged communications if needed.
- Witnesses can be sequestered in the “Waiting Room” of Zoom.

Everyone should **remain on mute until their case is called.**

All exhibits must be sent to the Judge’s JA and opposing counsel 24 hours prior to the hearing. Counsel may use the screen sharing feature of Zoom to show the witness and opposing counsel exhibits if cleared by the Court.

All persons speaking should **speak toward/into their microphone** to ensure good sound quality. Headphones with microphone are highly encouraged.

Please dress appropriately. This is a court hearing. Let’s not be the next national news headline. <https://www.local10.com/news/local/2020/04/13/judge-to-lawyers-please-get-out-of-bed-and-put-on-a-shirt-for-zoom-court-hearings/>