

**COVID-19 COURT PROTOCOL/CIRCUIT COURT/DOMESTIC DIVISION
JUDGE JUSTUS C. SCOTT**

Individuals may appear in person. however, the amount of people in the courtroom will be limited to 10 individuals, including court staff, at any given time, to respect the separation requirement of 6' to protect all parties involved including court staff. The Lapeer County Complex doors may or may not be locked at the time of your proceedings. **If they are locked, you must call (810) 667.0358 to be allowed into the building.**

If you are unable to appear, you must email the court at 40thCircuitcourt@iapeercounty.org immediately to alert us of the issue or by calling j810) 667-0358.

The following is a reminder of your responsibilities and court policies in preparation for the call. Technical Responsibilities:

- **Download the Zoom App from the Apple or Android Store prior to the call**
- The court does not provide technical assistance for testing or troubleshooting. Additionally, the court does not provide time during court proceedings to troubleshoot issues.
- Directions for testing your device and networking prior to the proceeding can be found at <https://support.zoom.us/hc/en-us/articles/201362313-How-Do-1-Test-My-Video->
- Remote participants should take time prior to call to become familiar with Zoom controls and test your device's microphone and speaker controls.

Zoom Directions:

- Go to Zoom Web Site (zoom.us). Click on "**Join a Call.**"* Join using **Meeting ID: 4118705842**
- Desk phone (**audio only.**) Call (646)876-9923 or (699) 900-6833 and join using **Meeting ID: 4118705842**
- Polycom Systems (courtrooms, jails, etc.) Dial 162.255.37.11M118705842

Local Court Policy:

- The call is a court proceeding and therefore an extension of the courtroom; appropriate conduct and attire is required. **THE JUDGE HAS POWER OVER THE PROCEEDING AND PARTICIPANTS AS IF THEY WERE PRESENT IN A PHYSICAL courtroom.**
- Remote participants must use a private and quiet room that will be free of interruptions, (**Outdoor, in-vehicle, or public places are not permitted.**) Also, video meetings need good consistent lighting; avoid rooms with bright windows and/or back-lighting.
- Remote participants **must** place their mobile device on a solid surface with the camera at eye level. Do not handheld mobile devices and do not lay phones or tablets flat on a desk or tabletop.
- The court has the right to terminate the call/proceeding if the video experience is not acceptable.
- Participants must wait to be called upon by the Judge, before speaking. As if in a physical courtroom, participants cannot speak over each other. The Judge will recognize you by name to address the court. The Judge will assure that all participants have the opportunity to speak prior to the end of the case.