

Greetings Prospective Juror,

In accordance with the THIRTY-EIGHTH EMERGENCY ORDER REGARDING THE COVID-19 STATE OF DISASTER issued by the Texas Supreme Court on March 5, 2021 which is applicable to all Texas courts, we are informing you of safety precautions that have been implemented in the Irving Municipal Court to ensure your safety while you perform your upcoming jury service.

PRECAUTIONS THAT THE IRVING MUNICIPAL COURT HAS TAKEN TO PROTECT THE HEALTH AND SAFETY OF PROSPECTIVE JURORS DURING IN-PERSON JURY PROCEEDINGS

1. **When we implemented the safety precautions below, we also considered the safety of Vulnerable Populations.** Vulnerable populations are defined as 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 by chemotherapy or other conditions requiring such therapy.
2. **ALL INDIVIDUALS ENTERING THE COURT WILL BE STRONGLY ENCOURAGED TO WEAR FACE COVERINGS AT ALL TIMES, BUT WILL NOT BE CAUSE FOR DENIAL OF ENTRY INTO THE BUILDING.**
3. **Screening Protocols are in effect.**
 - A. When individuals attempt to enter the court building, court security staff 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 and receive accommodations, such as resetting their proceeding.
 - B. A temperature kiosk has been installed at the entrance of the building to ensure all individuals entering the court building are properly screened.
4. **Social Distancing measures are in place.**
 - A. 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.
 - B. No more than two individuals that are not from the same household will be permitted in an elevator.
 - C. 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.
 - D. Public common areas, including breakrooms and snack rooms, have been closed to the public.

In the Courtroom Gallery

- E. 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.
- F. The seating in the gallery of the courtroom is limited to allow for social distancing guidelines.

In the Courtroom Well

- G. In each courtroom, the counsel tables, witness stand, judge's bench, clerk and bailiff seating have been arranged in such a way so that there is social distancing of at least 6 feet between each space.
- H. Temporary barriers will be placed between prosecutors, court staff and defendants during courtroom proceedings.

5. Hygiene is strongly promoted.

- A. Hand sanitizer dispensers have been placed at the entrances to the building near the elevators.
- B. Tissues have been placed in the courtroom.
- C. 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.

6. Frequent cleaning is being conducted throughout the Court building.

- A. Court building cleaning staff frequently clean the common areas of the court building.
- B. Court building cleaning staff have been provided cleaning supplies shown to be effective with this coronavirus.
- C. Court building cleaning staff have been trained on proper cleaning techniques and provided appropriate personal protective equipment.

7. Other measures are also in effect.

Staff will adhere to all social distancing requirements and will be spread out to meet all guidelines. Red signage has been placed every six feet in our lobby to maintain public social distancing and seating will be positioned in the courtroom waiting areas and all other areas to provide separation. Additionally, seating in the courtroom will be assigned in order to meet social distancing guidelines.

City marshals will limit the number of individuals entering the building in accordance with federal, state and local guidelines.

In developing these measures, I consulted with all applicable authorities, and I have discussed them with the local health authority and will ensure that our judges conduct proceedings consistent with them.

Thank you for your service!

Date: 6/1/2021

Rodney D. Adams

Presiding Judge of Municipal Court