



# CITY OF GREENVILLE

## MUNICIPAL COURT

*Robert Morton, Judge*

*Shantress Thrash, Court Clerk*

### **City of Greenville Municipal Court COVID-19 Response Plan**

Beginning June 22, 2020, the court will resume conducting in-person hearings. In order to comply with the orders of the Supreme Court of Georgia and recommendations of the Centers of Disease Control, certain safety measures will be put in place to protect the health and safety of the defendants, court personnel, and the public. The following precautions will be strictly enforced and followed as an order of the court.

### **Operating Guidelines**

#### **Procedures**

Court scheduled notices with assigned court time have been, and will be, mailed to individuals with future court dates, until necessary, along with a copy of Greenville Municipal Court, court procedures in response to COVID-19.

#### **Court Day:**

- 1: All attendees must maintain a distance for 6ft at all times. Ground markings outside of the court will be placed 6 ft apart to assure that defendants and attendees are social distancing at all times.
2. All individuals entering the building will be required to maintain social distancing requirements. This will include, but not limited to, remaining six feet from any other individual in the building, following all directions from the court personnel, and complying with all floor markings and signage in the building.
3. The Court clerk will be stationed outside the front door of the City of Greenville Municipal Court (R.D. Hill Multipurpose Center) conducting check-in and directing individuals to proceed to a health screening with a staff member from the Police Department. Signs will be posted in

R.D Hill Multipurpose Center | 1224 Terrell St. Greenville, GA 30222

Mail | P.O. Box 548 Greenville, GA 30222

Telephone 706-672-4211 | Fax No. 706-672-2388



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English and Spanish that a security and health screening will be taking place. The screening questions regarding COVID-19 will be printed on signs both in English and Spanish for privacy.

4. Temperatures will be checked before entry to the court is granted

-Individuals with temperatures of 100° or higher will be rescheduled for another court date and granted a continuance.

5. Individuals will be asked if they answered yes to any of the screening questions listed below:

- Age 65 or older
- Have children with you due to no childcare
- Are You or a member of your household is immune-compromised
- Current temperature of 100 or higher
- Within the last 14 days, you or someone in your household has experienced COVID-19 symptoms, tested positive for COVID-19 or are awaiting test results
- Have you traveled to or from areas where COVID-19 is particularly active

6. Masks will be required for entry to the court, if a defendant does not have a mask, one will be provided to them by the court.

7. Hand Sanitizing stations will be positioned at the front door (entry) and at the top of the staircase leading into the courtroom

8. Based on the size of the courtroom no more than 12 individuals will be allowed to enter the courtroom at a time. The seating will be arranged by court personnel to maintain social distancing requirements. No one can alter or change the seating arrangements without prior court permission.

9. Courtroom personnel will direct how many people can enter the building at one time. If there are more people waiting to enter the building than can be allowed, those individuals will be required to wait in their vehicle. Once they are allowed to enter the building, the court personnel will notify the individual by speaker announcement that they may proceed to the courtroom. Security/Health screenings (Screening questions and temperature check) will take place prior to entering the courtroom.



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10. In Order to comply with CDC physical distancing guidelines, we ask that only defendants and/or their attorney attend the court hearing. No one other than the defendant and the attorney will be allowed in the building.

11. Defendants ages 21 and under may have one parent or guardian attend the court hearing with them.

12. Probation Officer will be set up in the rear of the courtroom, continuing to practice social distancing, to take individual's information.

13. There is one entry point to the court room and one exit point, to control the flow of defendants entering and exiting the courtroom.