

**CRIMINAL JUSTICE ADMINISTRATION COORDINATION COMMITTEE
MINUTES OF DISCUSSION HELD ON
August 11, 2020**

Present: Judges Kevin Crane, Joshua Devine, Tracy Gonzalez, and Stephanie Morrell. Also present were Boone County Commissioner Janet Thompson, Boone County Auditor June Pitchford, Boone County Circuit Clerk Christy Blakemore, District Public Defender Sarah Aplin and Deputy Public Defender Jeremy Pilkington, First Assistant Prosecutor Roger Johnson, Probation and Parole District Administrator Jared Drummond, Detention Director Keith Hoskins, Race Matters, Friends representatives Peggy Placier, Defense Attorneys Rusty Antel and Kay Evans, Court Services Supervisor Brandon Walker, Court Administrator Mary Epping and Deputy Court Administrator Cindy Garrett.

1. Call to Order/Welcome

Judge Kevin Crane called the meeting to order via Zoom at 7:46 a.m. and welcomed guests.

2. Review Minutes of July 7, 2020

No corrections were noted.

3. Covid

a. Masks

Court Administrator Mary Epping said the Supreme Court updated their directives which requires everyone in the court to wear masks unless by themselves in a private office. She said this also requires masks or face coverings in all public court areas and during all court proceedings unless good cause is shown to limit the requirement in a particular proceeding. Mary said the court is providing masks to everyone.

b. Phase 1 – Kiosks

Mary said our court is currently in Phase 2. However, she noted the last time we were in Phase 1, we created kiosks as there was concern notices were not able to be sent timely and there might be parties that needed to appear by video. Mary said court staff assisted parties by allowing them on a kiosk and judges were notified of people that arrived at the courthouse and attempted to appear. She said the kiosk had some success, but are not a long term solution as it made court somewhat challenging.

c. Interpreters

Mary advised that since being on video; interpreters are still provided for court. She said we are adding interpreters to the video conference through Language Line and there have been some cases where interpreters appeared on camera with the parties.

Judge Kevin Crane said he will hold the first jury trial on August 18 in the ceremonial courtroom. He said the first day will be used for voir dire. He said evidence is expected to be only one day. It is anticipated jurors will be socially distanced once seated and each juror will have a face shield. He said when witnesses testify, a face shield will be used. Judge Crane said issues will still need to be addressed for bench conferences and with counsel and client communication. Mary said the court has ordered plexi glass for use for jurors but it has not yet arrived. Judge Crane said the week of August 24 there is a multi-day murder trial for a defendant in custody with a speedy trial request. Mary said with contact tracing we look at how long a positive Covid case was with another person and in how close of proximity, which is CDC guidelines.

4. Attorneys Jail Visitation

Attorney Kay Evans said the jail's current visitation plan presents challenges for attorneys and trying to prepare for court hearings. She said she understands the court also allows for visits by video from a courtroom, however that option is only from 8 a.m. to 5 p.m. on weekdays. Kay said she has ten cases of clients she is preparing for court and she needs to be able to have face to face contact with her client and spread out so they can look at documents. She asked if there is a way for attorneys to waive risk to meet with clients at the jail on weekends by wearing masks and gloves. Detention Director Keith Hoskins said attorneys are allowed to meet with clients but there is glass in between the client and attorney. Kay reported this causes problems when preparing for big cases. Keith said the attorney conference rooms are only 6 feet wide and therefore do not allow for social distancing. Kay said she felt it was necessary to bring the issues to the court's attention. District Public Defender Sarah Aplin said she has been visiting clients on the weekends and asked if there is a way to meet in the chapel area to allow for social distancing as they often need to show videos to defendants, which is impossible to do through the glass, using the phone as the phone garbles communication if it is any distance from you. The chapel is a larger area and is not used for court on the weekends. Keith said he will inquire with the sheriff about this option. Judge Kevin Crane said the court cannot give directives to the sheriff however if attorneys have a way to effectively meet with their clients, it will assist in moving cases which could result in those clients being released from jail.

5. Adult Court Services Report

Adult Court Services Supervisor Brandon Walker said last week his office had 248 under supervision with 223 on bond supervision and 25 on home detention. He said that total number has been consistent for the past 4 months.

6. RMF Bail Fund

Race Matters Friends representative Peggy Placier said their agency has bailed out a total of 54 people and they are currently seeing more movement on their cases as attorneys have been assigned to clients who have been on the waitlist since April 2019. Peggy said their agency has been one of the backers for the city providing a co-

responder program where people would go out with officers if there is a situation involving mental health issues, in an effort to find solutions other than jail. She said their volunteers are currently having difficulty making contact with their homeless clients. She said she is aware that some public defenders are exploring contact through text messaging. Court Administrator Mary Epping said people can sign up for Track this Case which also sends messages. Mary said when defendants appear for court they are provided with a piece of paper noting their next court date. She said the court also provides information on Track this Case. Mary said she has been working with Commissioner Janet Thompson through the Stepping Up Initiative in exploring having a caseworker or social worker in the library that could also help provide guidance to those in need. Peggy suggested maybe Turning Point could also assist as they have on-site computers. Judge Crane said thanks should go to the State Public Defender system as they have funding to contract with attorneys for many of the cases on the waitlist. District Public Defender Sarah Aplin said the extra funding was due to Covid and the lack of travel used within their budget.

7. Other

No additional comments.

8. Next Meeting

The next meeting will be Tuesday, September 15, 2020, at 7:45 a.m. The meeting adjourned at 8:08 a.m.

Prepared by: Cindy Garrett Distributed on: 10/16/2020
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Deputy Court Administrator

cc: Meeting Attendees
Presiding Commissioner Atwill
Commissioner Parry