

STATE OF INDIANA)
)
COUNTY OF MONROE)

IN THE MONROE CIRCUIT COURT VIII

REMOTE VIDEOCONFERENCE HEARING ORDER

Based on Interim Administrative Rule 14 for Remote Proceedings as well as the Memorandum issued by the Indiana Office of Court Services on December 28th, 2022, the Court now finds as follows:

That there has been an agreement of the parties, OR good cause has been shown due to undue burden on one of the parties or the number of preliminary hearings to be conducted that day

The Court now Orders:

1. The Court has ordered hearings by remote access in this case.
2. **Dismissal / Default:** Counsel for parties is required to ensure that their clients have the necessary information to participate in the call. Failure to make arrangements to join the call may result in the Court conducting the proceeding without the participation of the party, and may result in default, dismissal, or other such adverse consequences for that party.
3. **Using Zoom:** After accessing the hearing using the Zoom link provided in the Chronological Case Summary (CCS), you will be placed in a waiting room until the hearing starts. In order to connect to the video hearing, you will need audio and video access to the hearing. This requires an internet connection and webcam. Or, you will be able to connect to the audio via your computer or by calling in with a telephone. Please ensure your name displayed on Zoom matches your name on the case documents.

Zoom Link:

<https://us02web.zoom.us/j/88091099964?pwd=cmJGMEVtL3kyYTNkYzg0Y3JpcVdxQT09>

Meeting ID: 880 9109 9964

Passcode: 693232

+1 312 626 6799 US (Chicago)

4. **Evidence.** The parties must exchange lists of witnesses and exhibits within seven days of the scheduled hearing. Copies of all exhibits (inc the parties may seek to introduce must be filed with the Court at least two days prior to the scheduled hearing. A cover sheet identifying individual exhibits shall be attached. Any document you wish the Judge to review must be submitted as: PDF format (for documents) or commonly readable format (for video or audio files). Any video or audio exhibit must also be submitted to the Court as a USB or CD for retention purposes. You must be able to play any video or audio exhibits on your own device and share your screen. The Court will not display the PDFs submitted or play audio or video exhibits received by the parties. Attorneys must efile their exhibits, while non-attorneys may email their exhibits to cc8@co.monroe.in.us (for non-audio/video files only).
5. **Witnesses.** Witnesses shall participate remotely by utilizing the link or conference number provided by the Court to the parties, or by being with that party at the time of the proceeding in order for them to testify. The parties may also agree to a different form of witness participation.
6. **Participation:** The parties and the witnesses shall conduct themselves as if they were physically present in the courtroom. They shall wear appropriate attire. They shall not allow third parties to see or listen to the hearing without the consent of the Court.
7. **RECORDING IS NOT PERMITTED. Rule 2.17 of the Indiana Judicial Conduct, entitled, “Prohibiting Broadcasting of Proceedings,” provides that judges must prohibit the recording of Court proceedings. Accordingly, everyone who in any way participates in, sees, or hears the Court proceeding is now ordered that they shall not record the proceedings in any way. Violations of this rule and Order shall be punishable by Contempt of Court.**
8. **Objections to remote hearing:** Any objection to holding the hearing by videoconference or telephone must be filed in writing no later than 10 days prior to the hearing or within a reasonable time after receipt of the notice of hearing.

SO ORDERED THIS DATE: 1st DAY Feburary 2023.



Emily A. Salzmänn, Judge, KD
Monroe Circuit Court VIII

DISTRIBUTION:
Parties
File