



## Phase 3 - Courthouse is Open with Limited Services

### Overview & Expectations

**Courthouses will be open to the public.**

**Managers will schedule employees to work at the Courthouse or remotely during Phase 3.**

**Civil and criminal hearings will proceed** remotely or in person, depending on judicial preference, provided the current social distancing requirements can be met.

**Bankruptcy hearings will proceed** remotely or in person, depending on judicial preference, provided the current social distancing requirements can be met.

**Jury trials may proceed in Missoula, Billings and Great Falls.**

**No criminal trials will be held in Butte** due to the lack of space to ensure proper social distancing.

**No trials in will be held in Helena** due to the lack of personnel to manage jurors and their required placement throughout the courthouse to ensure proper social distancing.

**Jury trials and gatherings will follow the District of Montana Plan to Reconvene Jury Trials.**

**Drop boxes will remain in place** and members of the public may choose to use them in lieu of visiting the clerk's office.

**Finance and receipting schedule remains the same as Phase 2.** The Clerk's Office will not accept cash payments.

### Factors for Moving to Phase 4

A minimum of 14 days has been spent in Phase3;

No known courthouse exposure to COVID-19 within the preceding 14 days;

Rescission of local restrictive movement or stay at home orders;

Local restrictions allow for gatherings of up to 25 people with manageable social distancing limitations;

All counties in the respective division have minimal or no increase in COVID confirmed case counts for the preceding 14 days; and

Availability and receipt of personal protective supplies such as hand sanitizer & face masks.