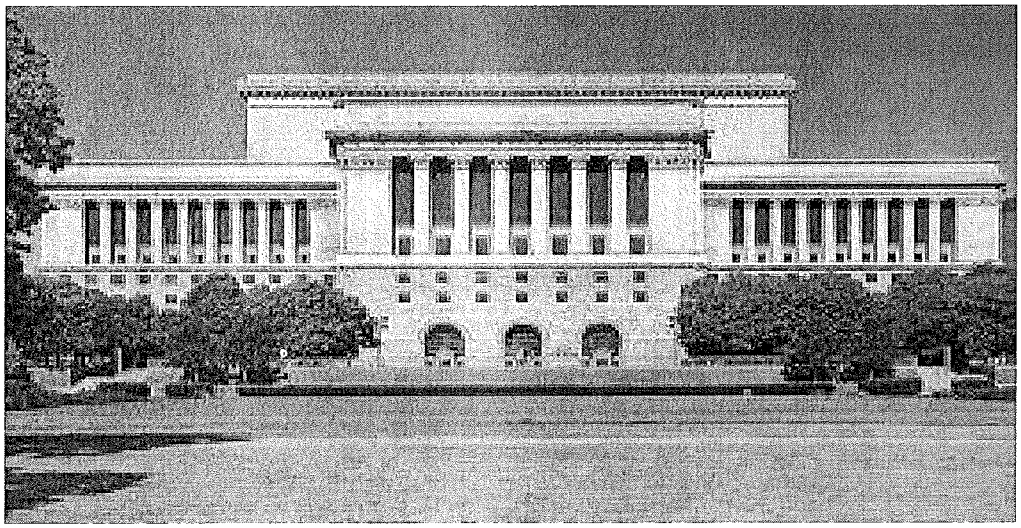


1st JUDICIAL DISTRICT OF WISCONSIN
COVID-19 COURTS OPERATING POLICIES, PROCEDURES AND PLAN FOR RESUMING JURY TRIALS
CJ-20-18

EFFECTIVE JULY 20, 2020

CHIEF JUDGE MARY E. TRIGGIANO

Circuit Court of Milwaukee County

Milwaukee County Courthouse Complex

Vel R. Phillips Youth and Family Justice Center

Milwaukee, Wisconsin

I. Purpose of Plan

The right to trial by jury is one of the most significant benefits of American democracy. Jury trials are critically important to the system of checks and balances prescribed in the Constitution and are considered a cornerstone of American democracy. Jurors play a critically important role in preserving and safeguarding constitutional rights and freedoms through the exercise of their civic duty, giving voice and power to citizens in their government.

The health and welfare of citizens who enter the 1st Judicial District courts is paramount in the decisions made as these guidelines have been developed and implemented. The court will continue to adhere to guidance issued by the Center for Disease Control (CDC), Wisconsin Department of Health Services (DHS), local public health experts and Milwaukee County in developing and implementing a phased approach to resuming jury trials. In addition, the court will continue to monitor local COVID-19 case data and make operational adjustments, if necessary. The policies, procedures and guidelines provided in this plan when implemented are intended to avoid exposure and infection of jurors, litigants, attorneys, witnesses, court staff and other members of the public visiting the courts conducting jury trials. These procedures and practices are intended to be proactive, recognizing we must provide all constitutional and statutory protections to the litigants and interested parties as well as the public's right to access. We understand it is not possible to ensure absolute safety, but we take reasonable and necessary steps to protect the health of all participants within the physical limitations of the Milwaukee County Courthouse Complex and Vel R. Phillips Youth and Family Justice Center and resources available to the court and county.

II. General

The Wisconsin Supreme Court issued orders May 22nd, 2020 effecting the ability of the circuit courts to begin to schedule in person proceedings and jury trials. In an effort to safely and cautiously resume jury trials, the 1st Judicial District will promote and enforce, to the full extent of its authority, these policies as well as those provided in:

1. Chief Judge Directive 20-16, *Approving the Phased Resumption of In-Person Hearings;* and
2. *1st Judicial District of Wisconsin COVID-19 Courts Operating Policies Procedures and Plan for Resuming In-Person Hearings*

III. Committees, Collaboration & Consultation

On April 15th 2020, the Chief Judge convened the 1st Judicial District COVID-19 Recovery Committee[1] (formerly the Jury Trial Committee). We are very grateful for the hard work of this committee and their focus on access to justice. The committee will continue to meet regularly during the current public health emergency and remain in contact with local public health authorities to remain informed should this

[1] See page 9 for committee membership.

operating plan require modifications. We also are extremely grateful to County Executive David Crowley for his leadership and providing the courts with a team of individuals dedicated to the reopening of the courts. The Milwaukee County Recovery Team[2] has worked tirelessly to secure PPE, modify and prepare court buildings, courtrooms, jury assembly and deliberation space so courts can resume in-person hearings and jury trials. We will continue to work with the county team to create a shared strategy and safely open other courtrooms. We are also thankful for the Criminal Jury Reopening Subcommittee's[3] work in establishing processes and procedures for identifying, prioritizing and selecting cases to proceed to trial. Additionally, this committee worked to identify and address issues and concerns from the courtroom practitioner's view.

IV. Phased Recovery Approach

The 1st Judicial District's jury trial recovery plan will follow a multi-phased approach. During each recovery phase, a limited number of courts will resume jury trials. Prior to advancing to the next recovery phase, the court will review and consider current CDC, DHS and local public health authorities guidance as well as current local COVID-19 case data. Additionally, during each recovery phase, the policies and procedures included in this plan as well as juror processes, courtroom configurations and activities of each court, will be reviewed and assessed in consultation with the Recovery Committee and others. Changes to this plan that are necessary to protect and/or enhance the health and safety of jurors, employees, litigants and the public will be made as we progress through each phase.

V. Jury Trial Recovery Plan

Public Education

It is critical that potential jurors be reminded that the right to trial by jury is enshrined in our Constitution. Equally important is the information that we provide to jurors. Jurors have a right to have information regarding the efforts and precautions taken by the courts and the county to protect their health and safety while fulfilling their jury service. The following are public information and education efforts undertaken with prospective jurors.

1. A supplemental letter will be included with all jury summons (See page 13). The letter outlines the health and safety precautions and screening processes for jurors.
2. The Chief Judge will issue a press release and it will be posted on both the Chief Judge and Milwaukee County Jury Duty web pages.
3. The Jury Duty web page will be updated regularly to include informational links and reporting instructions for prospective jurors.
4. A public service video showing the juror safety precautions that have been put in place will be posted on the Jury Duty web page.

[2] See page 10 for team members
[3] See page 10 for committee membership

General Guidance

1. Only courtrooms approved by the Chief Judge shall be used for jury trials.
2. Phase I jury trial courtrooms:
    - Courthouse Room 608-Criminal Division (using 500-Courthouse for voir dire and 608-Courthouse deliberation room)
    - Safety Building 620-Criminal Division (using 620-Safety Building gallery for voir dire and 506-Safety Building deliberation room)
3. Before calendaring jury trials, the court will have adequate staff and will have procured personal protective equipment and necessary sanitation supplies.
4. Judges may begin hearing jury trials no sooner than July 20, 2020.

Judge and Court Staff Health

Judges and court staff will be required to wear face masks at all times in court buildings, courtrooms, jury rooms and any court-related spaces. The requirement for the wearing of face masks in the courtroom can be modified by the judge but only after the judge makes a record of the reasons for the decision. Judges and court staff will practice physical distancing and appropriate hand hygiene as recommended by the CDC.

1. Court employees have been provided instructional material on how to wear face masks properly.
2. Judges and court staff who are experiencing any symptoms associated with COVID-19 shall stay home.
3. Judges and court staff shall follow any County self-quarantine policy in place at the time of travel. As of June 15, 2020, quarantining for employees following travel is no longer mandated unless:
    a) The individual is notified of exposure to COVID-19 or become symptomatic;
    b) The individual travels to countries or on cruise ships identified by the CDC as Level 3 risk by the CDC. (https://wwwnc.cdc.gov/travel/destinations/list)

Scheduling

1. Cases will be scheduled for jury trial on Monday or Tuesday each week.
2. Trials involving defendants who are in-custody and have made a demand for a speedy trial or prompt disposition shall be given priority in scheduling. However, jury trials scheduled for the weeks of July 20th, July 27th and August 3rd will be selected by a multidisciplinary team from the criminal justice system to test processes put in place for jury trials.
3. Trials shall be scheduled at 8:30 a.m. and 1:30 p.m.
4. Using the "*Milwaukee County Expedited Speedy Trial Request*" (See page 11), the assistant district attorney and defense counsel shall assess the trial readiness of each pending case

having a speedy trial or prompt disposition demand. This form shall be signed by both counsel and filed with the court prior to a case being scheduled for a firm trial date.

5. Every case scheduled for jury trial shall have a meaningful pretrial before the assigned judge at least two weeks prior to the scheduled trial date.
6. All cases scheduled for jury trial shall have a final pretrial the Thursday before the scheduled trial date.
7. All court record entries for cases scheduled for jury trial shall include information for the public on how to view the trial, including the link to the judge's YouTube channel.

Summoning Jurors

1. The summoning process has been modified to mitigate risk and support the health and safety of jurors and court staff. Included with the summons is information regarding public health recommendations, court process information, and individual guidelines for jurors who report for service.
2. Jurors shall be summoned to appear at 8:00 a.m. and 1:00 p.m., or at other times as directed by the court.
3. The Jury Assembly room has been relocated to Room 307 of the Courthouse. Room 307 can accommodate 99 potential jurors and still maintain 6' physical distancing. This room was selected through the recommendation of professional space planners and project team.
4. Potential jurors have been summoned in reserve status. Reserve jurors are instructed they may have to report for jury duty Monday and Tuesday. Attached to the summons is a juror qualification questionnaire that must be completed either on-line or returned by mail. Jurors will be encouraged to respond electronically to reduce document handling and improve communication channels.
5. A sufficient number of potential jurors is necessary to support the trial court. In consultation with the court, up to 99 jurors will be required to report for service. Jurors who must report Monday morning will be identified and notified the Friday before the scheduled trial date.

Excuse and Deferral Policy

Full participation is required of all citizens who are qualified to serve as a juror. In circumstances where an accommodation is needed, jurors can make that request on the questionnaire returned to jury management or online. Prospective jurors will be granted a deferral if one of the following COVID-19 situation applies:

1. Individuals who have contact with COVID-19 positive individuals are not to report for service. Contact jury management at (414) 278-4469 or CTIJury-Milwaukee@WIcourts.gov.

2. Individuals who are considered at greater risk of contracting COVID-19. Contact jury management at (414) 278-4469 or CTIJury-Milwaukee@WIcourts.gov.
3. Individuals who are experiencing symptoms of COVID-19, are COVID-19 positive, are self-quarantining due to exposure, or feel sick on the date they are called to report for service are not to report for service. Immediately contact jury management at (414) 278-4469 or CTIJury-Milwaukee@WIcourts.gov.
4. Individuals notified to report for jury service will be required to complete a health screening questionnaire (See page 12) the morning they are scheduled to report for service. The questionnaire must be completed prior to presenting for jury service at the courthouse. https://www.cognitoforms.com/MilwaukeeCountyClerkOfCourts/JurorDailyHealthScreening. A juror who responds "yes" to any questions on the health screening questionnaire is not to report, and should instead, immediately contact jury management at (414) 278-4469 or CTIJury-Milwaukee@WIcourts.gov.

Building Entrance

1. Entry self-screening. There are signs posted informing the public that anyone with a fever, cough or other COVID-19 related symptoms is not to enter the building.
2. Mandatory Face Masks. All employees and visitors are required to wear a face to prevent the spread of COVID-19. There are limited health-related exceptions to this mandate. Masks and a hand sanitation station are available upon entry to the building.
3. Physical distancing. Appropriate 6' physical distancing is required at all times in the Courthouse complex. Waiting areas and elevator queuing areas are marked. Elevator capacity is limited to two non-family visitors. The stairways are available for use.

Juror Check-In & Assembly

1. Reserve jurors who requested e-mail or text reminders will be notified electronically when they are to report for jury service.
2. Reserve jurors who did not request e-mail or text reminders must call the jury information line, (414) 984-6000 or (414) 985-6200 or check the Jury Duty website, https://county.milwaukee.gov/EN/Courts/Jury-Duty to determine if they are to report for service.

To reduce the time jurors spend in jury assembly, prior to reporting to the Courthouse, jurors will be advised to:

a) Complete the health screening questionnaire online. https://www.cognitoforms.com/MilwaukeeCountyClerkOfCourts/JurorDailyHealthScreening
b) View the Jury Orientation Video.

3. Juror check-in will be a no-contact process. Jurors will check-in by having the bar code on their summons scanned. Plexiglass has been placed in the check-in area to create a physical barrier between jurors and jury management personnel.
4. Jury management will verify that each juror has completed the health screening questionnaire prior to check-in.
5. Jurors who have not completed the health screening questionnaire will be provided with an iPad to do so. The iPad will be disinfected after each use.
6. Jurors may be subject to having their temperature taken at check-in.
7. Juror badges will be provided to each juror when they check-in.
8. Jury assembly seating has been configured to provide for 6' physical distancing. Jurors will be asked to remain in the same seat for their time in the jury assembly area.
9. The jury assembly area will be cleaned and disinfected daily, between jury panels, and high-touch areas will be disinfected throughout the day. Hand sanitizer is available for jurors at check-in and throughout the jury assembly area.
10. To reduce the passing of documents and maintain proper physical distancing, juror completion letters will be mailed to the juror upon completion of service.

Juror Provisions

1. Face masks will be provided to jurors. The masks must be worn properly and must cover both the mouth and nose. Signs will be placed throughout the jury assembly instructing on the proper wearing of face masks. Masks must be worn in the courtroom, however, a judge may in his or her discretion allow mask removal but only after making a record of the reasons for the decision.
2. Water will be provided to jurors.
3. Jurors are advised to bring non-perishable food items or an insulated lunch box. Due to COVID-19 concerns, there are no vending machine options. The Courthouse cafeteria is currently closed, but may re-open soon for limited food service.

Voir Dire & Empaneled Jurors

1. Jury panels sent to voir dire will be limited to 30 jurors. Panels will be announced and assembled maintaining proper 6' physical distancing. Floor markings have been placed to indicate proper distancing.
2. Once selected to serve on a jury, jurors will report directly to the courtroom each day as directed by the judge.
3. Jurors will be instructed to monitor their health daily and to not report for service if they feel ill.
4. Before reporting for service each day, jurors must complete the health screening questionnaire.
5. Jurors who feel ill or answer "yes" to any health screening questions must immediately contact

the court.

6. Jury deliberation rooms have been configured to provide 6' physical distancing.
7. Once a juror selects their seat in the deliberation room, it shall remain that juror's seat until the jury panel is released by the judge at the conclusion of the trial.
8. Judges should remind jurors that masks must be worn at all times in the deliberation room.
9. Upon completion of service, jurors will be released and sent home.

Disinfecting Protocols

1. The judge, lawyers and all court staff shall follow the cleaning and disinfecting protocols for their respective work areas as directed in Chief Judge Directive 20-16 and accompanying *1st Judicial District of Wisconsin COVID-19 Courts Operating Policies and Procedures and Plan for Resuming In-Person Hearings.* https://county.milwaukee.gov/files/county/courts/Chief-Judge/Directives/RecoveryPlan.pdf
2. Prior to commencement of the trial, the judge and attorneys shall establish an agreed upon protocol for disinfecting the witness stand after the testimony of every witness. Disinfecting must include the bench surface, chair, laptop and microphone.
3. Jury boxes, jury deliberation rooms and restrooms will be cleaned and disinfected during the lunch break and nightly.
4. The gallery in the courtrooms will be disinfected during the lunch break and nightly.

Procedures for COVID-19 Positive Test in Court Setting

Local public health experts have provided guidance to the courts in responding to confirmed COVID-19 cases or symptomatic individuals, and their close contacts. Also, where appropriate, the Milwaukee County *Public Health Emergency Procedures for Responding to Confirmed COVID-19Cases or Symptomatic Individuals, and Their Close Contacts* will be followed.
https://countyconnect.milwaukeecountywi.gov/files/county/county-executive/RespondingtoConfirmedCOVID-19CasesorSymptomaticIndividualsandTheirCloseContacts20-7v11.pdf

1st JUDICIAL DISTRICT COVID-19 RECOVERY COMMITTEE

NAME	TITLE
Mary Triggiano	Chief Judge
Carl Ashley	Deputy Chief Judge
William Pocan	Deputy Chief Judge
Jeffrey Wagner	Presiding Judge-Felony Division
Timothy Witkowiak	Circuit Court Judge
David Feiss	Presiding Judge-Misdemeanor Division
Glenn Yamahiro	Judge-Felony Division
Mark Sanders	Judge-Children's Division
Holly Szablewski	District Court Administrator
Anthony Staskunas	Milwaukee County Board Supervisor-17th District
Kent Lovern	Chief Deputy District Attorney
Matt Torbenson	Deputy District Attorney
Tom Reed	Regional Attorney Manager
Jeff Schwarz	Local Attorney Manager
Doug Holton	Captain, Milwaukee County Sheriff's Office
Ana Berrios	Presiding Family Court Commissioner
David Pruhs	Deputy Family Court Commissioner
John Barrett	Clerk of Circuit Court
Anna Hodges	Chief Deputy Clerk of Circuit Court
Tyler Brandt	Circuit Court Policy & Procedure Advisor
Mary Jo Swider	Felony Court Coordinator
Brenda Ottesen	Admin of Employee Relations/Jury Management
Stephanie Garbo	Judicial Operations Manager
Benjamin Wagner	Attorney
Jessica Fredrickson	Assistant Corporation Counsel
Stuart Carron	MC Emergency Operations
Kathleen Murphy	Legal Counsel Administrator
Patrick Brummond	District Court Administrator
Dr. Geoffrey R. Swain	Founding Director, Wisconsin Center for Health Equity
Molly Zillig	Chief Legal & Compliance Officer MCSO

MILWAUKEE COUNTY RECOVERY TEAM & PUBLIC HEALTH CONSULTANTS

Name	Title
Kathryn West	Assistant Corporation Counsel
Kelly McKone	Director, Organizational Performance
Stu Carron	Director, Facilities Management Division
Claire Miller	Continuous Improvement Manager
Sean Hayes	Capital Planning Manager
Andrew Carrion	Public Safety Business Analyst, IMSD
Peter Nilles	Director of Facilities Planning & Development
Melissa Ugland	MPH, Ugland Associates
Ruthie Weatherly	Riverside Consulting, LLC
Lynn Banovez	Facilities Senior Space Planner
Kerry Williams	Facilities Management Specialist
Steve Hinkens	Energy Program Manager

CRIMINAL JURY REOPENING SUBCOMMITTEE

Name	Title
Carl Ashley	Deputy Chief Judge
Jeffrey Wagner	Presiding Judge-Felony Division
David Feiss	Presiding Judge-Misdemeanor/Domestic Violence Division
Glenn Yamahiro	Judge-Felony Division
David Borowski	Judge-Felony Division
Holly Szablewski	District Court Administrator
Tom Reed	Regional Attorney Manager, State Public Defender
Jeffrey Schwarz	Local Attorney Manager, State Public Defender
Matthew Torbenson	Deputy District Attorney
Jerome Buting	Partner, Buting, Williams, & Stilling, S.C.
Craig Mastantuono	Partner, Mastantuono & Coffee, S.C.
Rebecca Coffee	Partner, Mastantuono & Coffee, S.C.
Raymond Dall'Osto	Partner, Gimbel, Reilly, Guerin & Brown, LLP
Tracy Klappenbach	Manager, Court Reporting Services
Anna Hodges	Chief Deputy Clerk of Circuit Court
Noah Gehling	Assistant Administrator, Criminal Division
Stephanie Garbo	Judicial Operations Manager, Pretrial Services
Mary Jo Swider	Felony Court Coordinator
Douglas Holton	Captain, Milwaukee County Sheriff's Office
Geoff Swain	MD and Public Health Advisor
James Wilson	Assist Chief Deputy Clerk of Circuit Court - Criminal Division Admin
Samotria Matthews	Deputy Division Administrator – Criminal Division
Karen Palis	Court Reporter
Anna Hodges	Chief Deputy Clerk of Courts

MILWAUKEE COUNTY EXPEDITED SPEEDY TRIAL REQUEST

PLEASE NOTE: 1) This form must be completed and filed with the court jointly by the ADA and defense counsel for every expedited speedy jury trial request.

2) Cases selected and scheduled for speedy trial will have a meaningful pretrial *before the trial judge,* and thereafter a final pretrial the Thursday prior to the scheduled trial date to confirm selection as one of two trials and to determine whether your case is the number one or two trial for next week.

Date: _____ **State vs.** _____ **Case Number(s):** _____

Judge:_____ **Defense Attorney:** _____

Prosecutor:_____

CASE INFORMATION

Charges:_____ Age of Case:_____days # Prior JT Adjournments:_____

Date of Speedy Trial Demand:_____ Any Outstanding Motions/Legal Issues: ☐ Yes ☐ No

If yes, explain:_____

DEFENDANT INFORMATION

☐ Milwaukee County Jail ☐ House of Correction ☐ Other jail/prison_____

Length of Time in Custody:_____days Other Holds/Cases Pending: ☐ Yes ☐ No

TRIAL INFORMATION

Length of Trial:_____days # of State Witnesses_____ # of Defense Witnesses_____

High Profile: ☐ Yes ☐ No Recent Contact w/Victim and State's Witnesses: ☐ Yes ☐ No

Recent Contact w/Defense Witnesses: ☐ Yes ☐ No All Parties Agree to Appear In-Person: ☐ Yes ☐ No

OTHER INFORMATION/COMMENTS:

_____

ADA: _____ DATE:_____

DEFENSE COUNSEL:_____ DATE:_____

Screening & Information for Milwaukee County Jurors

The COVID-19 risk mitigation steps being implemented at the courthouse are meant to reduce the likelihood of transmitting COVID-19. Everyone must work together to continue to follow all CDC and Milwaukee County guidelines and policies as they relate to safety measures. Facemasks, frequent handwashing and maintaining physical distancing are all imperative to reduce transmission. Please keep these guidelines in mind as you are in the building and on county grounds.

You will be screened daily with the questions below.

YES	NO	Symptoms
		Fever (100.4° F/37.8° C or greater) or chills
		Cough
		Shortness of breath or difficulty breathing
		Fatigue
		Muscle or body aches
		Headache
		New loss of taste or smell
		Sore throat
		Congestion or runny nose
		Nausea or vomiting
		Diarrhea

1. In the past 14 days, have you been in close proximity to (within 6 feet for 15 minutes or longer) or live with anyone who was experiencing any of the above symptoms or has experienced any of the above symptoms since your contact?

2. In the past 14 days, have you been in close proximity to (within 6 feet for 15 minutes or longer) or live in the same house with anyone who has tested positive for COVID-19?

3. Have you been tested for COVID-19 based on symptoms or are you presumptively positive for COVID-19 based on your health care provider's assessment or your symptoms?

- If you feel ill before or during your service, have been in close contact with or live with someone who tests positive for COVDID19 please contact _____at _____.

- You are expected to maintain good hand hygiene practices, physical distancing of 6' or more when possible and wear a mask. Masks must cover your mouth and nose at all times.

- If you test positive for COVID-19 during your jury duty, you are asked to notify _____ at _____.

Here is a resource for community-based testing programs if you are interested in testing:

https://www.impactinc.org/impact-2-1-1/testing/

CDC information on COVID-19: https://www.cdc.gov/coronavirus/2019-ncov/index.html

CLERK OF CIRCUIT COURT
ADMINISTRATIVE SERVICES DIVISION

Milwaukee County

JOHN BARRETT • Clerk of Circuit Court/Register in Probate

To All Prospective Jurors
Summoned to Appear for
Jury Selection at the
Milwaukee County Circuit Court

Dear Prospective Jurors:

Jury trials have been canceled in Milwaukee County and throughout the State of Wisconsin, since the advent of the Coronavirus pandemic. The right to trial by jury is one of the cornerstones of our democracy. Jury service is one of the highest forms of public service that any American can perform.

We are following CDC recommendations and working with health care professionals to slowly and cautiously resume jury trials in the Milwaukee County Courthouse to meet our constitutional obligation. We want to assure you that every reasonable precaution will be taken to protect the health and safety of the jury, the parties, the lawyers and the Court staff during jury selection and the jury trial to follow.

When you receive your summons and questionnaire, you are highly encouraged to:

1. Complete your questionnaire on-line.
2. Provide your e-mail and phone number. This will enable us to send you reminders and correspond quickly and efficiently.

One or two days prior to your scheduled jury service, we ask that you:

Conduct a pre-screen of your own health and risk factors the day before you are scheduled to appear for jury duty using the CDC self checker, https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html. If you are referred by the site to seek a COVID19 test, you should **immediately** advise Jury Services at (414)278-4469 rather than report for service.

When you arrive at the Courthouse there will be several safety measures in place. Please come prepared.

1. **Pre-screening.** There are signs posted in the Courthouse informing you that if you have a fever or are exhibiting symptoms such as a cough or cold, you will not be admitted to the building.
2. **Physical Distancing.** Be patient.

a. **Entry Points.** All those who enter the Courthouse will be required to maintain a distance of 6 feet from other persons. Lines will be marked on the floor to help you safely distance.
b. **Elevators.** Elevator capacity will be strictly limited to maintain physical distancing. If you are able to take the stairs, we ask that you please consider doing so.
c. **Jury Assembly Area.** All guests will be required to maintain physical distancing while checking in. Seating is marked to maintain appropriate distance. The check in process has been set up to be contactless. Your summons has a barcode that will be used to check-in. Please arrive with your summons and make sure to complete your questionnaire prior to arrival to reduce contact.
d. **Courtroom.** Appropriate physical distancing will be maintained in the courtroom. Plexiglas will be installed to further protect you.

3. **Mandatory Face Covering.** All employees and visitors are required to wear face covering to prevent the spread of COVID19. There are limited health exceptions to this mandate. We encourage you to arrive at the courthouse with your own mask, however you will be provided with a face mask if you forget one or don't have your own.
4. **Cleaning and Sanitation.** All courtrooms, jury assembly and restrooms are sanitized daily. High touch areas will be cleaned more often.
5. **Sanitizer.** You will have access to hand sanitizer throughout the building and it will be readily available in the jury area and courtroom.
6. **Food/Personal items.** We encourage you to bring your own lunch as the Court's cafeteria is not open at this time. Please plan to bring items that do not need refrigeration to the extent possible, or bring an insulated bag/box with a cold pack. We will provide you with bottled water.

It is vital that you appear for your jury service; however, we want you to know that we are mindful of these challenging times and we will take every reasonable precaution to maintain your health and safety. We look forward to seeing you.

If you have questions or concerns about COVID 19 and your jury service, please call 414-278- 4469.

Respectfully,

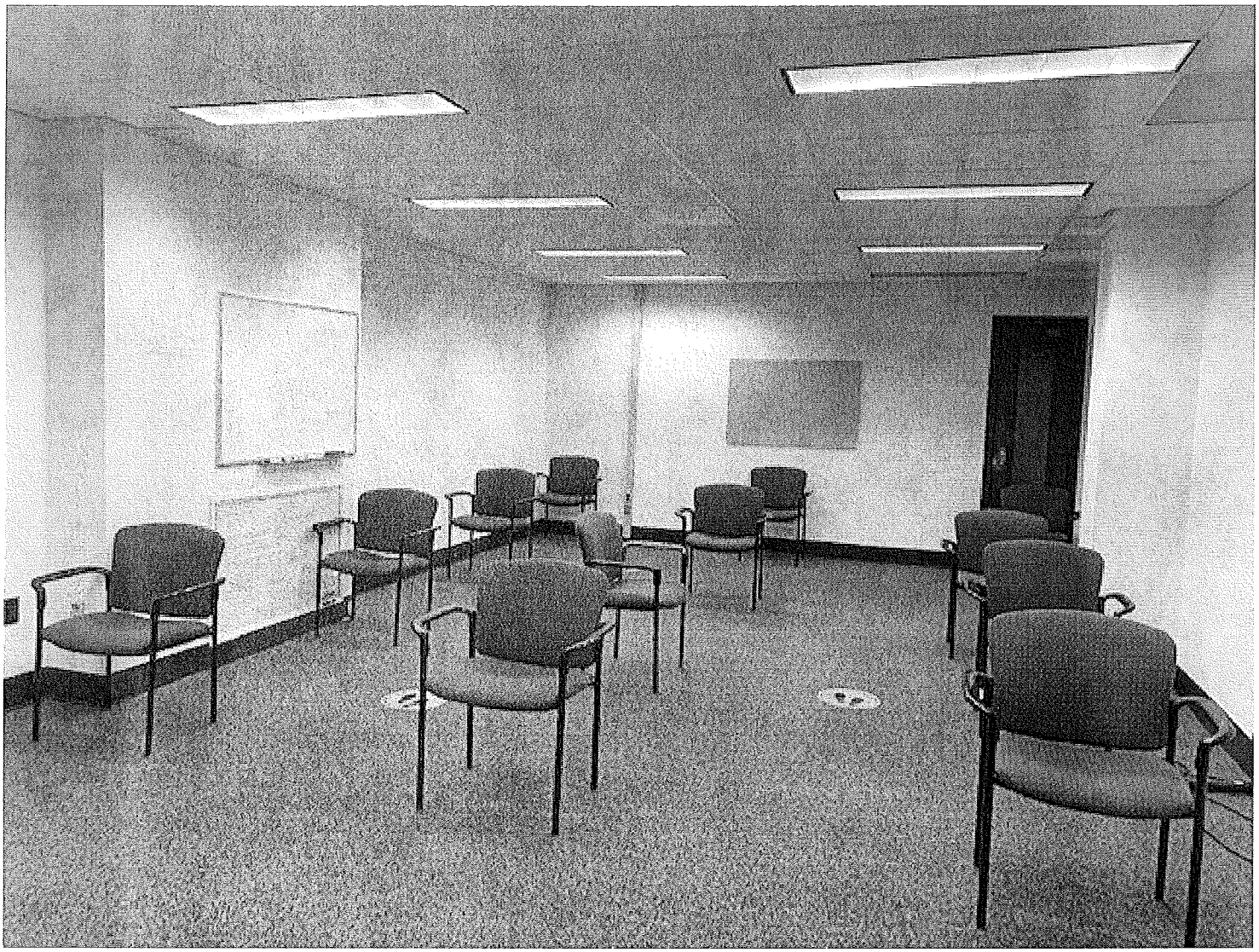
John Barrett

John Barrett
Clerk of Circuit Court/
Register in Probate

Mary E. Triggiano
Chief Judge
First Judicial District

JURY ASSEMBLY QUEUING

JURY ASSEMBLY SPACE



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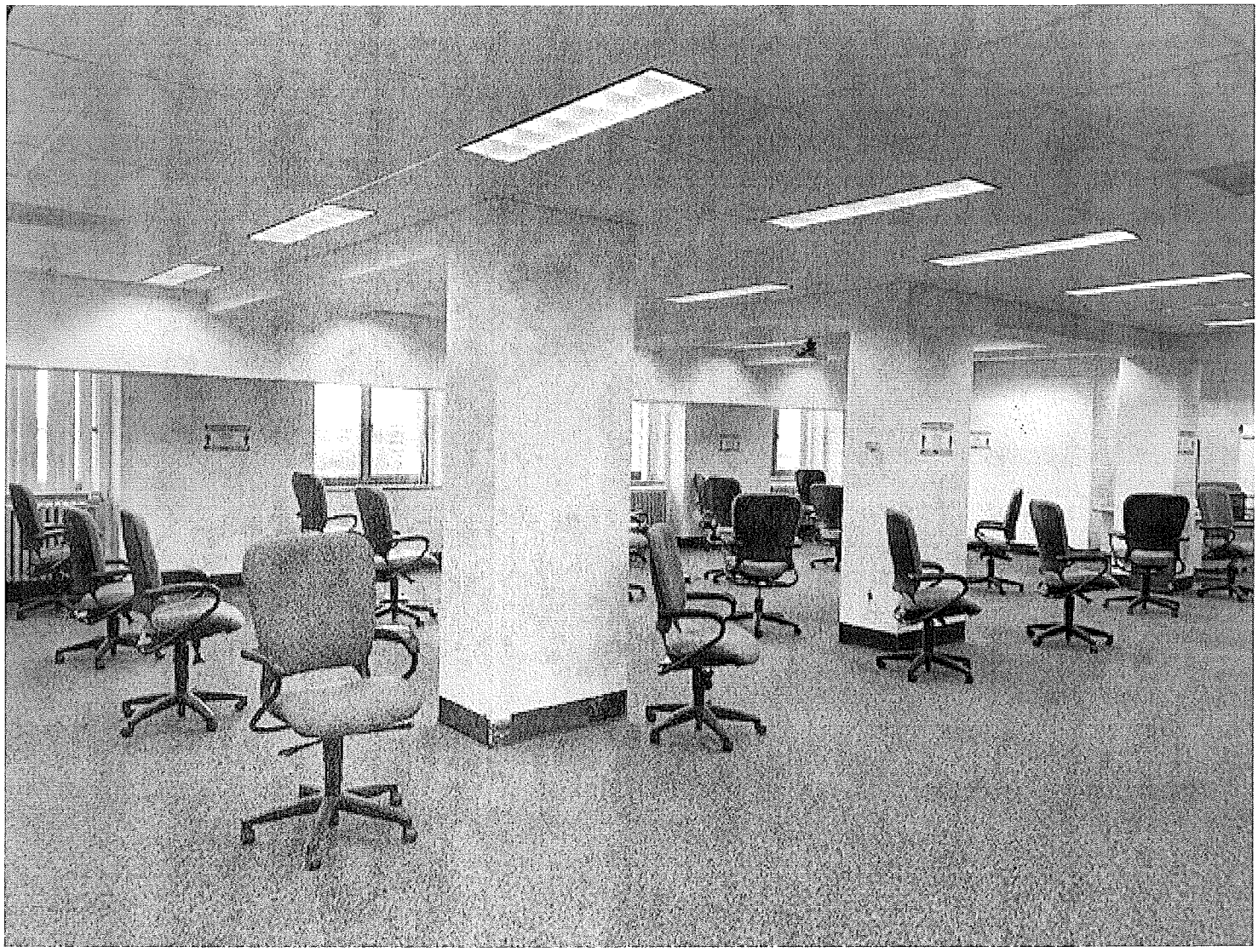
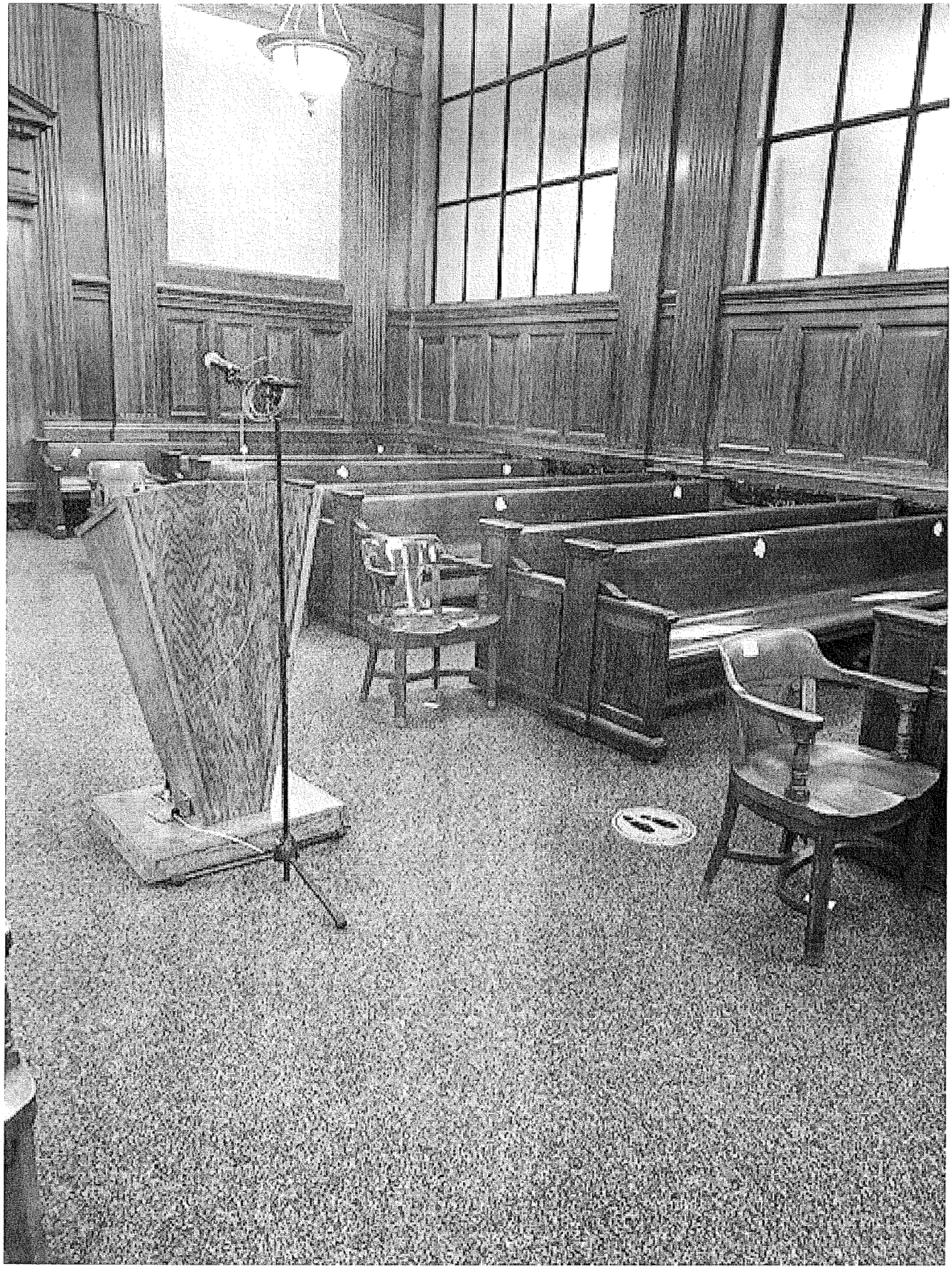
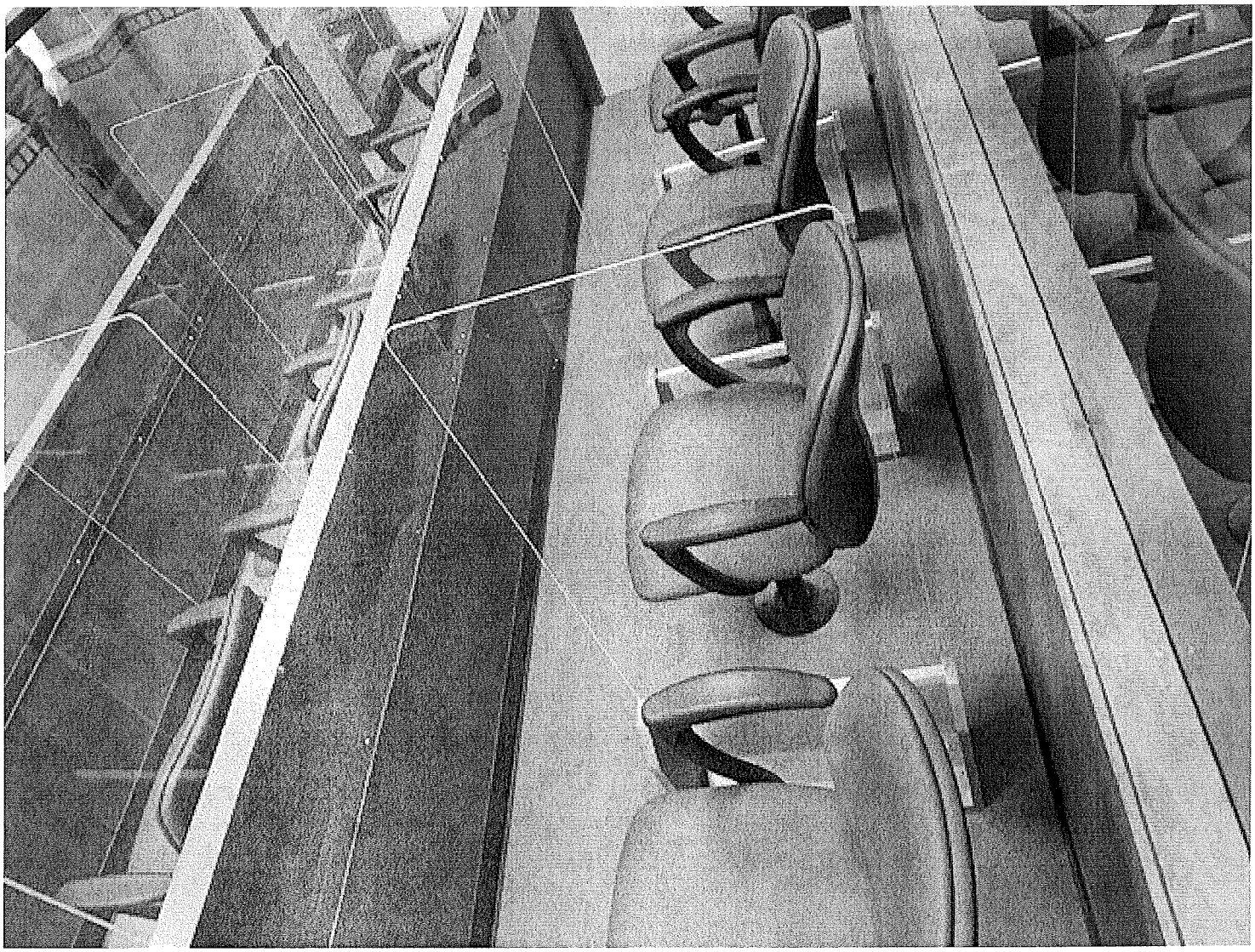


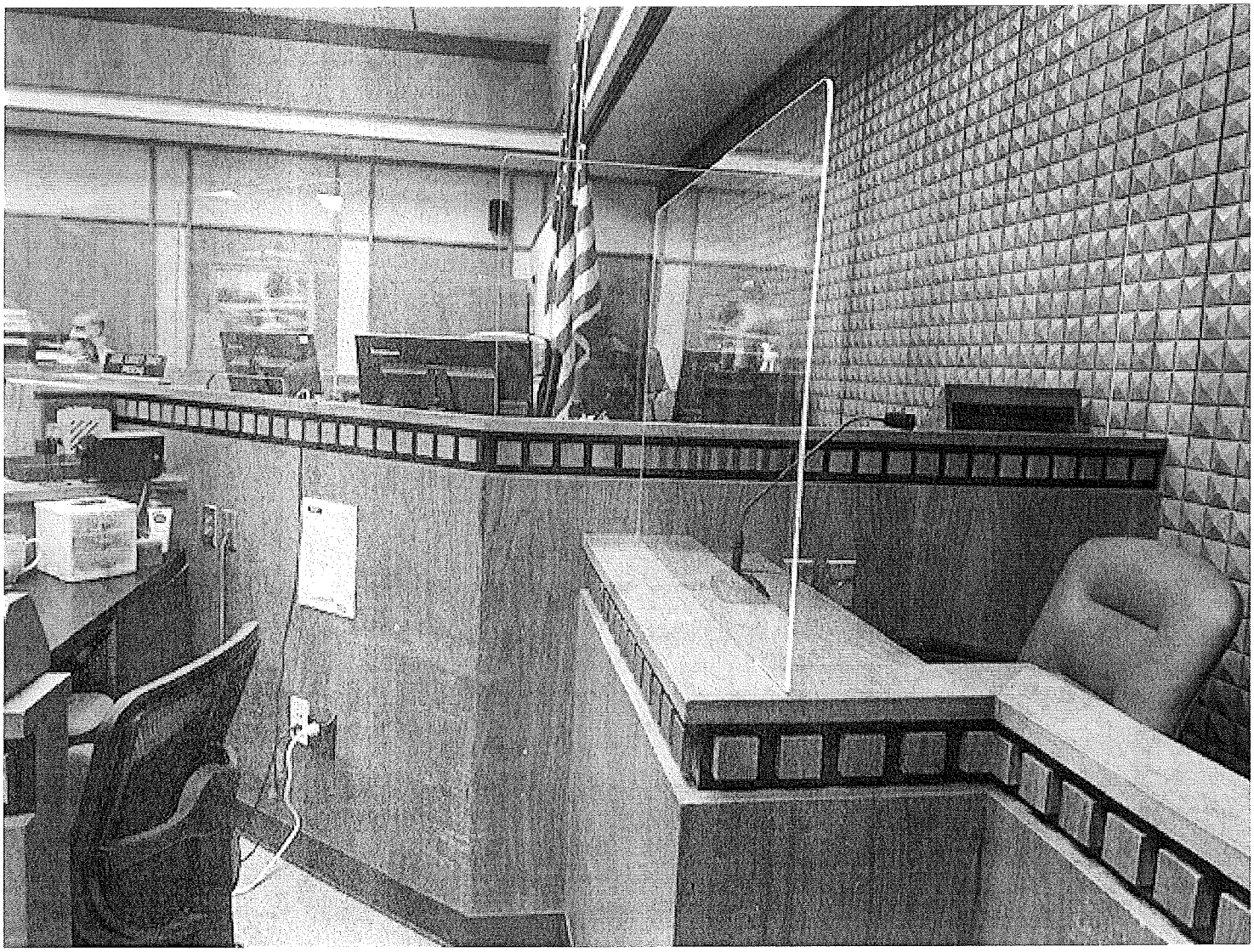


JURY BOX

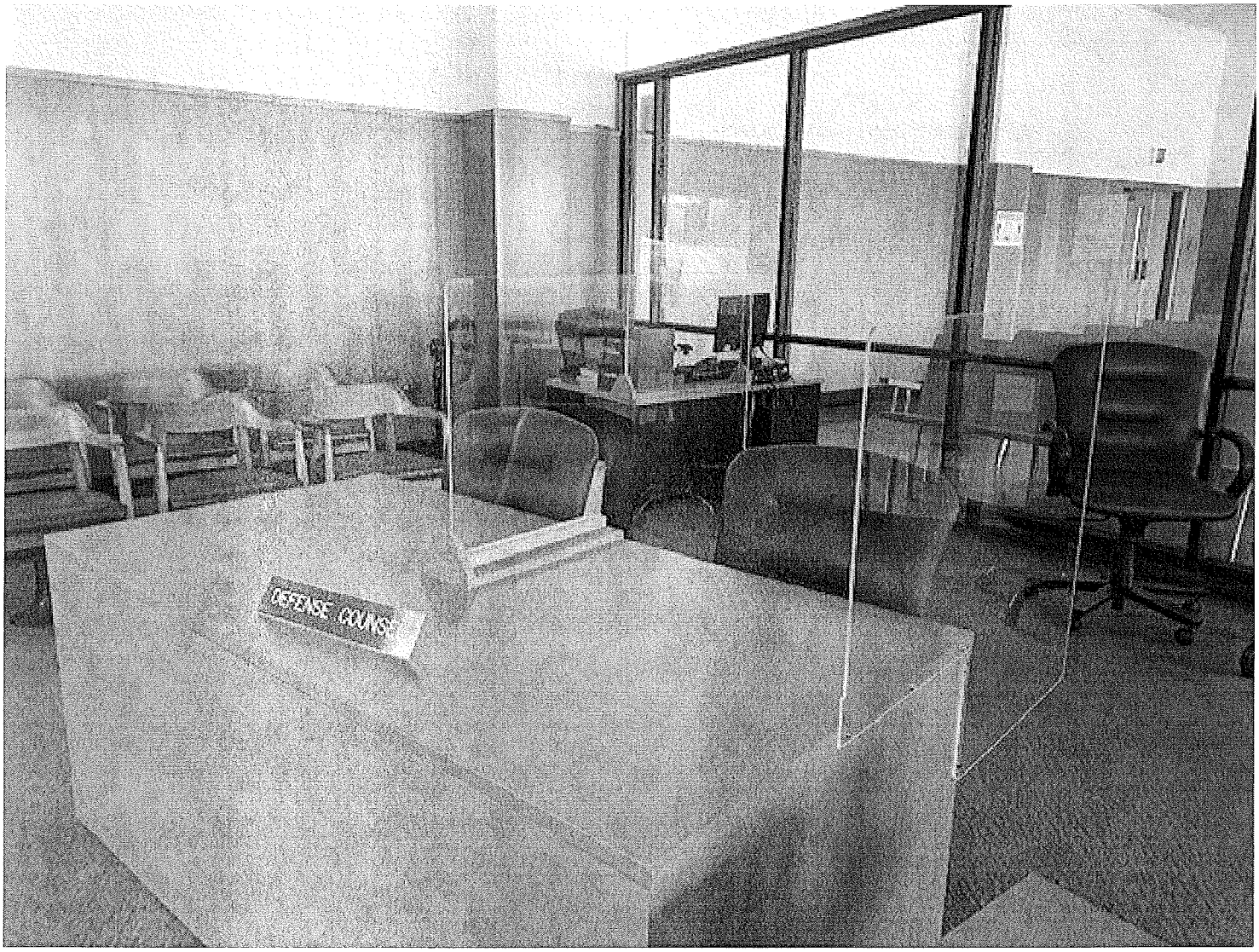
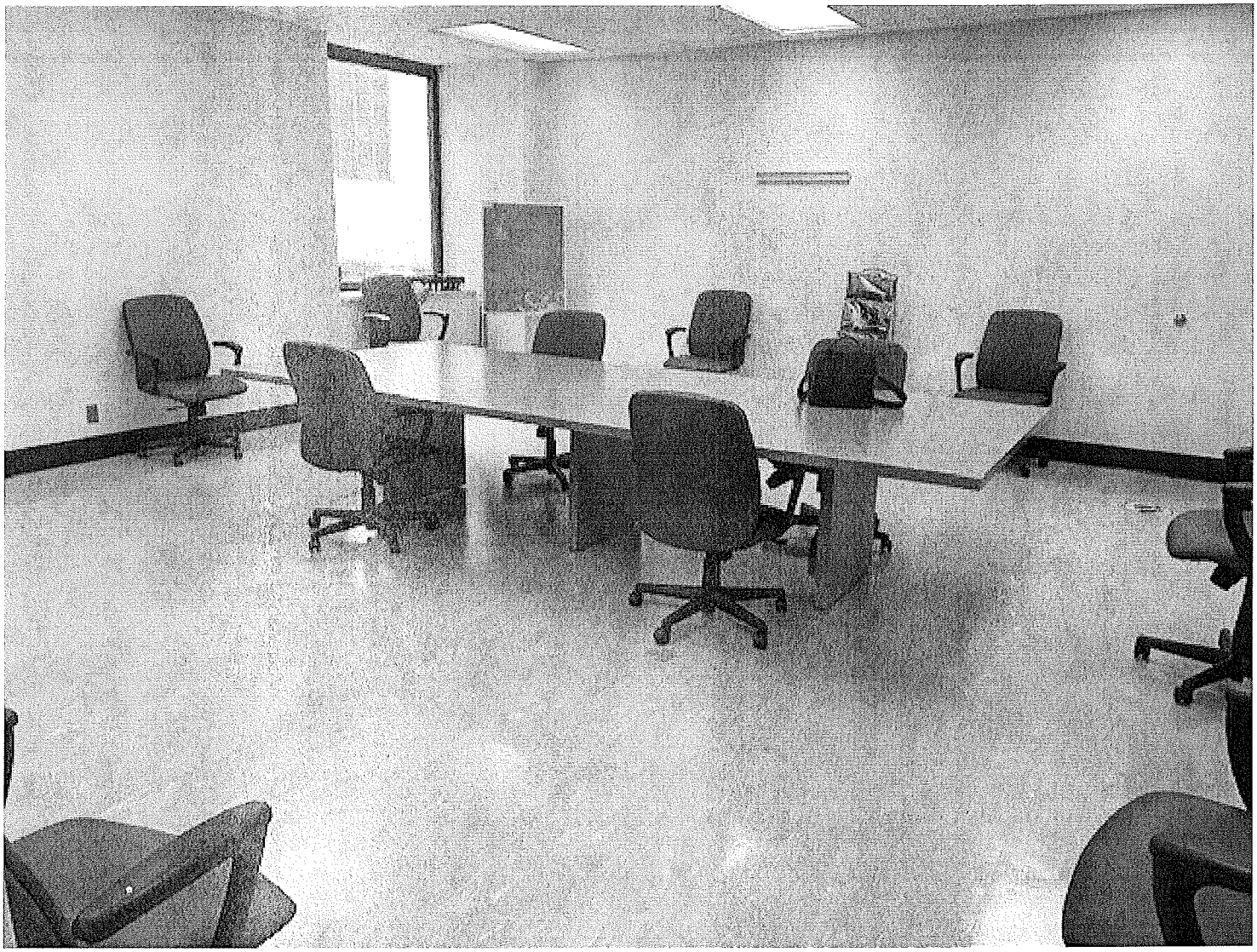
JURY BOX



BENCH/WITNESS STAND



COUNSEL TABLE



JURY DELIBERATION ROOM