



FILED
AT 2:00 O'CLOCK P M

JUN -4 2020

Rhonda Savage
Rhonda Savage, District Clerk
12th/278th Judicial District Court,
Houston, Texas
by: [Signature] Deputy

SECOND REGION CHILD PROTECTION COURT NUMBER TWO FIRST AMENDED RULES FOR REMOTE HEARINGS

The Governor has declared a state of emergency and the Office of Court Administration (OCA) has required that all non-critical court proceedings should be suspended. However, technology and state law allows for options not previously available. As such the Second Region Child Protection Court Number Two will continue to conduct hearings using available technology in Angelina, Brazos, Grimes, Madison and Walker Counties. The following restrictions and limitations will apply but should be similar to what is required for an in-person hearing.

PROCEDURES FOR LITIGANTS

Second Region Child Protection Court Number Two will be using Zoom video conferencing. It is free to download at zoom.us or you can download the app directly to your cell phone. The Court will e-mail you a link to the hearing on the date that your hearing is scheduled. Your computer **MUST** have internet access, a video camera, and a microphone. **IF YOU ARE, OR ANY OF YOUR WITNESSES, ARE UNABLE TO APPEAR VIA ZOOM INCLUDING VIDEO, YOU MUST NOTIFY THE COURT COORDINATOR (tracy.conroy@txcourts.gov) PRIOR TO THE HEARING TO BE APPROVED FOR TELEPHONIC APPEARANCE.** It is your responsibility to connect to Zoom promptly at the time scheduled for your hearing. It is the responsibility of all parties representing themselves as well as all attorneys of record to notify their witnesses, including the represented party, of the unique meeting ID number for the hearing and to provide them with detailed instructions on how to join the hearing. It is also the responsibility of all parties, counsel and witnesses to be certain that the device used to participate in the hearing is fully charged and/or has a power source prior to the Zoom hearing. If you are having difficulties connecting to your hearing, please email Tracy Conroy (email address provided above) and Ms. Conroy will provide you with alternate directions. It will also be the responsibility of all participants in a hearing to be at a location where they have access to reliable internet service.

Zoom Hearing invites are sent by email to the email address on file with the Court. Please ensure the Court Coordinator has all email addresses of the parties appearing by Zoom, not later than 3:00 p.m. the day before your hearing.

If you intend to offer any exhibits during the hearing, you must e-mail them to all parties and the court coordinator (tracy.conroy@txcourts.gov) no later than 3:00 p.m. the day before the hearing. The subject of the e-mail should be the full cause number and Plaintiff Exhibits (or full cause number Defendant Exhibits). The documents **MUST** be in .pdf format. **The exhibits MUST be properly marked (Pet.Ex.1, etc.) and each exhibit must be an independent, separate document.** Also, each party should file a witness list and exhibit list with the District Clerk and such should be included in the email to all parties and the court. A sample form for each list is attached. Exhibits can be shared via Zoom. **ANY EXHIBIT THAT IS PUT ON ZOOM WILL ALSO BE SHOWN ON YOUTUBE. PLEASE USE DISCRETION WITH THE CONTENTS OF EXHIBITS WHICH MAY INCLUDE PERSONAL INFORMATION AND SENSITIVE IMAGES.**

If you are participating in the hearing by video, understand that you and your witnesses are in court and all proper court rules and decorum shall apply, including the dress code. Please speak one at a time. When you are not speaking, please mute yourself to limit the amount of background noise.

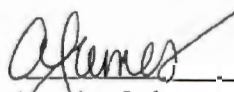
Any document (excluding evidence, see above), including but not limited to proposed orders, motions or responses that are related to the hearing must be e-filed with the District Clerk by the deadlines established in the applicable statutes and rules. ALL DOCUMENTS MUST BE FILED except caselaw and exhibits. Caselaw provided for the judge does not need to be efiled and should be emailed to the Court via the Court Coordinator at least four (4) hours prior to the hearing. Please add the court coordinator as a service copy on the e-filing, so that we can assure the clerk accepts the filing before the hearing.

FOR THE PUBLIC

IN ORDER TO COMPLY WITH THE TEXAS OPEN COURT'S PROVISION, IF YOU WISH TO VIEW ANY OR ALL DOCKETED HEARINGS FOR THIS COURT, THE PUBLIC MAY ACCESS THE HEARING THROUGH YOUTUBE at https://www.youtube.com/channel/UCdTzkPSI2eCaswOki3G3tEQ?view_as=subscriber PER THE TIMES ON THE COURT'S DOCKET FOUND ONLINE. THE COURT'S CHANNEL IS "Second Region CPC No. 2 Texas".

IF YOU VIEW HEARINGS VIA THE YOUTUBE CHANNEL OR ANY OTHER MEDIUM, YOU ARE ORDERED NOT TO RECORD ANY PART OF THE HEARING, NEITHER USING AUDIO NOR VIDEO RECORDING OF ANY MEANS. A VIOLATION OF THIS ORDER COULD LEAD TO BEING HELD IN CONTEMPT OF COURT WHICH MAY INCLUDE A FINE OF UP \$500.00 AND/OR UP TO 6 MONTHS IN JAIL FOR EACH VIOLATION.

Signed June 3, 2020



Associate Judge
Second Region Child Protection Court No. 2

Enclosures: 1) Sample Exhibit List
2) Sample Witness List

CAUSE NO.

IN THE INTEREST OF

§ IN COUNTY COURT AT LAW/ IN THE DISTRICT COURT

§

_____ JUDICIAL DISTRICT COURT

CHILD(REN)

§ _____ COUNTY, TEXAS

Petitioner/Respondent, _____, Trial Exhibit List

TO THE HONORABLE JUDGE OF SAID COURT:

COMES NOW, [NAME OF PARTY], Petitioner/Respondent, and files this Trial Exhibit List, hereby giving notice of Petitioner/Respondent intention to admit the exhibits into evidence at the time of trial of the above-styled matter:

Exhibit	Description	Offered	Admitted	Objection
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Respectfully Submitted,

(Signature block for the attorney)

SBN#

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing document has been hand delivered, mailed by certified mail with return receipt requested, or sent by telephonic/eServe document transfer to each party or attorney of record this _____ day of _____, 2020 as identified below.

(list all persons to whom service was accomplished and the address/email address)

(signature of attorney certifying service)

CAUSE NO.

IN THE INTEREST OF

§ IN COUNTY COURT AT LAW/ IN THE DISTRICT COURT

§

_____ JUDICIAL DISTRICT COURT

CHILD(REN)

§ _____ COUNTY, TEXAS

Petitioner/Respondent, _____, Trial Witness List

TO THE HONORABLE JUDGE OF SAID COURT:

COMES NOW, [NAME OF PARTY], Petitioner/Respondent, and files this Trial Witness List, hereby giving notice of Petitioner/Respondent intention to call the following persons at trial in the above-styled matter:

Witness
(connection to the case)

Witness
(connection to the case)

Witness
(connection to the case)

Witness
(connection to the case)

Respectfully Submitted,

(Signature block for the attorney)
SBN#

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing document has been hand delivered, mailed by certified mail with return receipt requested, or sent by telephonic/eServe document transfer to each party or attorney of record this _____ day of _____, 2020 as identified below.

(list all persons to whom service was accomplished and the address/email address)

(signature of attorney certifying service)