

FILED Jan 27 2022

1 20th Judicial District
2 Lake County Courthouse
3 106 Fourth Avenue East
4 Polson, MT 59860
5 (406) 883-7360 Dept 2

Candace Fisher
SANDERS COUNTY CLERK OF DISTRICT COURT
BY: C Fisher

20th Judicial District
Sanders County Courthouse
1111 W. Main Street
Thompson Falls, MT 59873
(406) 883-7360 Dept 2

5 **MONTANA TWENTIETH JUDICIAL DISTRICT COURT, DEPARTMENT 2**
6 **LAKE AND SANDERS COUNTIES**

7 * * * * *

8 **ADMINISTRATIVE ORDER**
9 **Zoom Use Policy**

SB 22-02

10 * * * * *

11 Effective **February 14, 2022**, Department 2 of the 20th Judicial District Court shall have
12 one Zoom Meeting Room for Law and Motion hearings. When appearing remote be aware that the
13 Zoom call connects to a judicial proceeding and therefore courtroom decorum must be observed.
14 Parties are expected to conduct themselves in the same way that they would if they were in person
15 in the courtroom. Non-parties attending Department 2 of the 20th Judicial District Court, must also
16 abide by this court's Zoom Use Policy. The requirements for attending via Zoom are:

- 17 1. If you are a party to a case attending via Zoom:
 - 18 a. You shall make a motion to the court as to why this is the medium most appropriate
19 for your District Court matter. Zoom appearances for Sentencing, Change of Plea,
20 Arrest Warrants, Contested Hearings, and any other substantive matters are
21 discouraged and unlikely to be granted, even when the parties agree, except in
22 unusual circumstances. Non-stipulated motions to appear by Zoom must be
23 submitted with sufficient time for response and reply pursuant to the Montana
24 Uniform District Rules
 - 25 b. To be heard, parties must login to Zoom with your legal name and role to be
26 displayed during the hearing (e.g. FirstName LastName, Attorney for CaseParty)

///

- c. Backdrops are discouraged and filters are prohibited. Participants with inappropriate backdrops will be warned by the host to remove or replace their backdrop. Failure to comply may result in your removal from the videoconference. Natural consequences of missing your hearing would attach to this conduct.
- d. Do not activate your **video** if your case is not being heard. Likewise, do activate your video if your case is being heard. If a video is on and the participant is not party to the case being heard, the host will mute your video.
- e. Do not activate your **audio** if your case is not being heard. Likewise, do activate your audio if your case is being heard. The host will mute participants when their case is not being heard.
- f. Be aware and alert of surroundings that might create background noise or a lack of privacy relating to sensitive discussions. Turn off or mute other electronic devices that may create interruptions or distractions (e.g., televisions, mobile phone notification settings, clickity keyboards)
- g. Refrain from consuming food.
- h. Be familiar with Zoom settings preceding your hearing date, and how to use both the audio and video functions.

2. For non-parties using Zoom to attend district court:

- a. You shall create an account in which your legal name appears as the username. Any participants not using a legal name will be removed from Zoom.
- b. Do not activate your video or audio.
- c. Only use the chat function to communicate with the host. However, the host may not be able to respond to your query.
- d. Each time you speak, identify yourself for the record. Remember to speak slowly and distinctly.

//

//

1 **By dialing into and attending the following Zoom Court**
2 **Meeting you agree to all the above Zoom Use Policy.**

3
4 **Meeting ID: 886 4349 1598**

5 **Password: 406406**

6 Dial by Telephone

7 +1 646 558 8656 or +1 406 444 9999

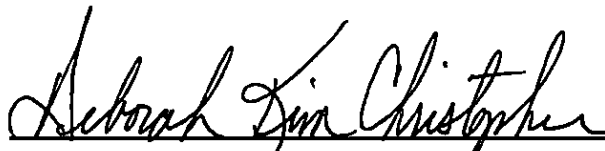
8 Meeting ID: 886 4349 1598

9 Password: 406406

10 **Notice:** For closed hearings, parties appearing via Zoom shall be moved to a Breakout Room,
11 you will be prompted to join once announced as a party.

12 From time to time in Department 2 there may be a visiting Judge; visiting Judges may have
13 different Zoom meeting rooms, different requirements, and different times for their cases. If you have
14 been instructed to join this meeting room, these rules apply, if a District Court Judge other than the
15 Honorable Deborah Kim Christopher has given you other directions for the case in front of them you
16 shall be expected to follow that Judge's direction.

17
18
19 DATED this 25th day of January, 2022.

20 

21 _____
22 DEBORAH KIM CHRISTOPHER
23 District Judge

24 cc Lake County Clerk of the District Court
25 Sanders County Clerk of the District Court

26 1/21/22 Sanders Co LHM email distribution list - via email