
ADMINISTRATIVE MEMORANDUM

TO: All Circuit Criminal Division Judges

FROM: Andrea Ricker Wolfson, Administrative Judge, Criminal Division

DATE: August 2, 2021

SUBJECT: Hybrid Court Operations – Amendment #1

Effective immediately, **ALL ATTORNEYS** may choose to appear either in person or on Zoom. Each operating courtroom will continue to be staffed with an in person Assistant Public Defender, in addition to the judge, court clerk, bailiff, probation officer (optional) and correctional officer(s). Inmates will be brought to court only for hearings, trials, and **very few pleas only with the judge’s express approval**. As stated previously, if an inmate was not transported but wishes to accept a plea that will result in them getting out of custody, Corrections will bring them on Zoom on a staggered basis. If there is a surplus of inmate Zoom hearings on any one particular day, Judges Wolfson, de la O, and Tinkler Mendez will make themselves available to handle them. Interpreters will be appearing via Zoom unless needed for an in-person hearing, trial, or the types of pleas referenced above. As of this date, all other normal court operations will remain unchanged.

Administrative Memorandum Amendment #1 shall be effective on August 2, 2021.