

## MEMORANDUM

FROM: Hon. William J. Thurston, Presiding Judge, Pulaski County  
TO: Hon. James R. Williamson, Chief Judge  
RE: Court Access & Facilitation Plan during COVID-19 Crisis  
DATE: March 16, 2020

Pursuant to Chief Judge Williamson's request in his March 16, 2020, Memorandum, here is Pulaski County's Plan to provide optimum access and facilitation to court dockets while giving utmost consideration to the health and safety of court employees, court personnel, litigants, attorneys, county employees including courthouse employees and deputies, and all citizens:

1. In a step taken March 16, 2020, the presiding judge, through the States Attorney Office, requested that the Pulaski County Sheriff's Department abate, or reduce the numbers of "must appear" citations that were currently being issued by patrol deputies.
2. Similar requests will be made to the municipalities in the county with law enforcement resources;
3. Copies of the March 13, 2020, *Illinois Court Procedures for COVID-19* memorandum were circulated to various offices in the Pulaski County Courthouse. Immediate compliance with said memorandum will be attained, and the criteria therein delineating who shall not be granted access to the courthouse will be strictly enforced by front door security;
4. Any individuals appearing in court who voice concerns or fear about their presence in a courtroom with others, will have their cases reset, where feasible and appropriate, to a time approximately 60 days from the original court date;
5. The clerk of the court will issue a second notice (or Bond Forfeiture notice) on every FTA ticket for the foreseeable future;

6. Court appearances will be relaxed, where feasible, and the court will allow pleas on tickets through the mail and presented by the States Attorney. (Tickets will be amended to non-moving offense where possible to avoid the mandatory court appearance requirements in Supreme Court Rules);
7. Any individual who contacts the Circuit Clerks office prior to their court date and requests a resetting will have their case reset 60 days from the original court date, and will be given contact information for the State Attorneys office for purposes of resolution through the USPS.