

**A. Video Conferencing.**

The Court on its own motion, or upon the request of any party, may conduct conferences, hearings, and proceedings using a two-way video and audio conferencing platform for both attorneys and unrepresented parties. All interested parties and counsel shall provide accurate and active email addresses to the Court so that links for hearings may be emailed.

1. The Court may conduct its proceedings by video at the following conferences, hearings, and proceedings:
  - a. Case management/scheduling and status conferences/review hearings;
  - b. Non-evidentiary motion hearings;
  - c. All uncontested hearings;
  - d. Pre-trial hearings; and
  - e. Any hearing approved in advance by the Court for appearance by video.
2. The court may require a personal appearance at a hearing, conference, or proceeding, if the court determines that a personal appearance would materially assist in the determination of the proceedings or in the effective management or resolution of any particular case.
3. If at any time during a hearing, conference, or proceeding conducted by video conference the court determines that a personal appearance is necessary, the Court may continue the matter and require a personal appearance.
4. No party may forward a Zoom link to any other individual or non-party without prior Court approval.
5. A party who wishes to request video conferencing must file a motion requesting same at least 14 days prior to the hearing. The moving party shall indicate if approval from the other interested party or parties was obtained prior to the filing. If a party objects to video conferencing, the objection shall be filed at least 7 days prior to the hearing.

**B. In conducting video conference hearings,**

1. The court shall recite the date, time, case name, case number, names of parties and counsel, and the type of hearing.
2. All evidentiary proceedings involving video conference appearances must be recorded and reported to the same extent as if the participants had appeared in person.

**C. Production of Exhibits.**

Unless the Order for the video conference hearing states otherwise, all exhibits shall be pre-marked and produced to every party and the Court at least 7 days prior to the hearing. Production may be electronically (in a pdf format), on paper, or any other means approved by the Court. No party shall introduce a large volume of exhibits with the expectation that the Court will search for pertinent information. Exhibits should be limited to those that are relevant and probative.

D. Witnesses.

In any matter, a non-party witness may testify via telephone or video conference. If the hearing is a contested matter, a motion shall be filed by the party requesting a witness to appear via video at least 14 days prior to the hearing setting forth the grounds for the request. The moving party shall indicate if approval from other parties was obtained prior to the filing. If a party objects to a witness appearing via video, the objections shall be filed at least 7 days prior to the hearing.

E. Technical Standards and Equipment.

The equipment and platform used in any hearing or proceeding conducted under this rule must conform to the following minimum requirements:

1. All participants must be able to see and/or hear and communicate with each other simultaneously.
2. All participants must be able to see, hear, or otherwise observe any documents, physical evidence, or exhibits presented during the proceedings, either by video, facsimile, or other method.
3. A verbatim record of the proceeding will be made and maintained by the Court when the nature of the proceeding so requires.
4. The use of telephonic or audiovisual technology in conducting hearings and proceedings shall in no way abridge any right of the public.
5. The telephonic or audiovisual technology must be able to be used by people with disabilities to accommodate their disabilities under the Americans with Disabilities Act.

F. Decorum.

Hearings conducted via video conferencing are court proceedings and should be respected as such. Every person appearing via video shall be appropriately dressed and conduct themselves as if they were physically present in the courtroom. All parties and witnesses shall ensure that they are in a quiet environment with no distractions. No parties or witnesses will be permitted to operate a motor vehicle during a video appearance.

If a party does not comply with any part of this rule the Court may, at its own discretion, remove them from the hearing and require that they attend any future hearings in person. Removal of a party or a witness for failing to comply does not automatically continue the hearing.

***[Rule 11.2 Effective February 13, 2023.]***