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## POLICY MEMORANDUM

### Rescheduling of Arraignments During Declared State of Emergency (COVID-19) (Effective March 18, 2020)

- For regular Thursday arraignment citations, **cases will be rescheduled** as follows during the current judicial emergency relating to COVID-19 (through April 16, 2020):

March 19, 2020 at 8:30am → June 4, 2020 at 1:30pm

March 26, 2020 at 8:30am →

April 2, 2020 at 8:30am → June 25, 2020 at 1:30pm

April 9, 2020 at 8:30am →

- This change does not apply to flash-cite and lodged individuals** consistent with judiciary policy. There should be no change in circumstances where conditions or release or bail are necessary for public safety or future appearances.
- For cases that have not yet been submitted to this office, law enforcement **must attempt/initiate the re-citation** of offenders for dates on or after June 4, 2020 for cases not yet submitted to the Office of the State's Attorney that would otherwise be arraigned on or before expiration of the judicial emergency on April 16, 2020.
- For cases that have been submitted, we request that law enforcement attempt to re-cite offenders consistent with the dates above.
- Under these emergency circumstances, Re-citation may be achieved by regular means, or telephonic means with e-mail confirmation to our office. Understanding this is a deviation from regular practice, non-appearances will be dealt with through judicial summons or arrest warrants, as appropriate. Critically, we will need to document the date and time that an offender was notified of the new date if not re-cited in hand. This measure is intended to reduce court appearances during the state of emergency.

- Our office is requesting the assistance of the court officers to re-cite individuals who appear consistent with their citations, and in circumstances where no contact is made with an offender to request judicial summons from the court to ensure notification of new arraignment dates to offenders.



APPROVED March 18, 2020