

Grand Jury Impaneling at Keahuolū Courthouse



Grand Jury Impaneling at Keahuolū Courthouse

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Grand Jury Impaneling at Keahuolū Courthouse

I. GENERAL MITIGATION MEASURES

Keahuolū Courthouse will be impaneling the Grand Jury on January 8, 2021. Our goal is to emphasize on health and safety for all prospective Grand Jury jurors.

Having augmented our existing cleaning and sanitizing routines in all of our public areas, and having put into place deliberate social distancing steps throughout the courthouse, we feel confident that prospective Grand Jury jurors will feel comfortable coming to Keahuolū Courthouse.

Exterior and Interior 6 foot distance spacing



II. GRAND JURY 2021 JURY SELECTION PROCESS

A. PRE-TRIAL CONTACT WITH POTENTIAL JURORS:

- A pre-qualifying questionnaire will be mailed on November 18, 2020 requesting that the prospective Grand Jurors respond no later than November 30, 2020. (see Attachment A)
 - The pre-qualifying questionnaire will give us a fairly accurate estimate of the number of Grand Jury summons we will need to send out for each division.

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- A Grand Jury Summons will be mailed on December 4, 2020 (see Attachment B).
- A COVID-19 flyer (see Attachment C) will be included with the Grand Jury Summons directing all potential Grand Jury jurors to reschedule their jury service if any of the following apply to them:
 1. **Have a fever, cough, shortness of breath or difficulty breathing, or other symptoms of respiratory illness.**
 2. **Have had close contact with a person who has or is suspected to have COVID-19.**
 3. **Have traveled interisland and 14 days has not passed since such travel, except if the person (a) satisfies the negative test exception to the mandatory 14-day quarantine, or (b) satisfies the post-arrival test requirements during the 14-day self-quarantine as set forth by the County of Hawai'i, subject to any subsequent interisland travel restrictions imposed through Statewide or County emergency orders, rules, or proclamations.**
 4. **Have traveled outside of Hawai'i in the past 14 days and have not satisfied the negative test exception to the mandatory 14-day quarantine and the post-arrival test requirements as set forth by the County of Hawai'i, subject to any subsequent out-of-state travel restrictions imposed through Statewide or County emergency orders, rules, or proclamations.**

B. REPORTING TO THE COURTHOUSE:

- Grand Jury impaneling is different from jury trial jury selection as it is done in one day. Potential Grand Jury jurors will report to Keahuolū Courthouse at 9:00am on January 8, 2021; they will report to Hale Kaulike on January 6, 2021 and January 7, 2021.
- Prospective jurors will enter through the building's main entrance. Floor and ground markings are used to maintain social distancing .

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- Temperature checks will be administered at the front entrance via touchless temperature kiosks
- G4S security staff will be stationed at the entrance of the building. The security staff will ask each prospective juror the following questions before they are allowed to enter the building:

1. Are you experiencing?

- A COUGH
- SHORTNESS OF BREATH
- DIFFICULTY BREATHING

1a. Or Are you experiencing at least two of the following:

- FEVER
- CHILLS
- REPEATED SHAKING WITH CHILLS
- MUSCLE PAIN
- HEADACHE
- SORE THROAT
- NEW LOSS OF TASTE OR SMELL

2. Have you had close contact with a person who has or is suspected to have COVID-19?

3. Have you TRAVELED INTERISLAND and 14 days has not passed since such travel?

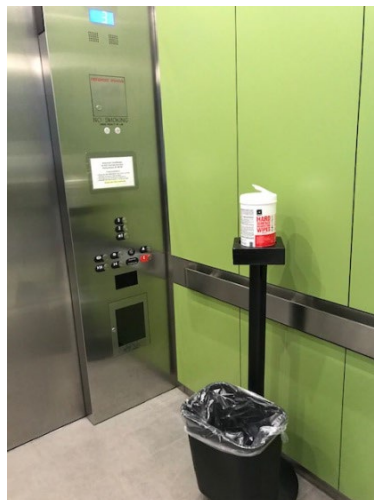
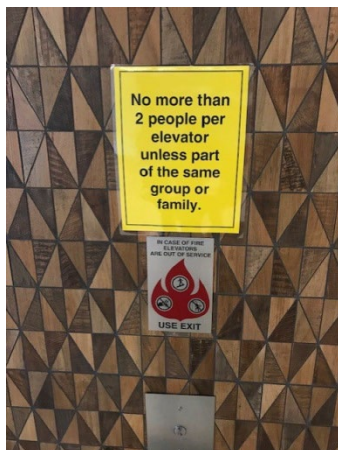
4. Have you traveled interisland and 14 days has not passed since such travel, except if the person (a) satisfies the negative test exception to the mandatory 14-day quarantine, or (b) satisfies the post-arrival test requirements during the 14-day self-quarantine as set forth by the County of Hawai'i, subject to any subsequent interisland travel restrictions imposed through Statewide or County emergency orders, rules, or proclamations?

5. Have you traveled outside of Hawai'i in the past 14 days and have not satisfied the negative test exception to the

mandatory 14-day quarantine and the post-arrival test requirements as set forth by the County of Hawai'i, subject to any subsequent out-of-state travel restrictions imposed through Statewide or County emergency orders, rules, or proclamations?

Any prospective juror that answers “yes” to any of the above questions will be excused and not allowed into the building. Security staff will keep a log of which jurors were excused based on the COVID screening questions, this information will be forwarded to the jury clerk.

- Disposable face masks will be provided for any juror who does not arrive with their own. Disposable gloves will be available upon request.
- Prospective jurors will be required to wear masks at all times.
- As prospective jurors enter the building, they will have the option to use the elevators or the stairs to reach the third floor. All Public elevators have been supplied with disposable disinfecting wipes, and are restricted to an occupancy limit of two people.
- Hand sanitizer units are available on every floor of the courthouse, and at the entrance of the Jury Assembly Room.



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C. JUROR CHECK-IN AND ORIENTATION:

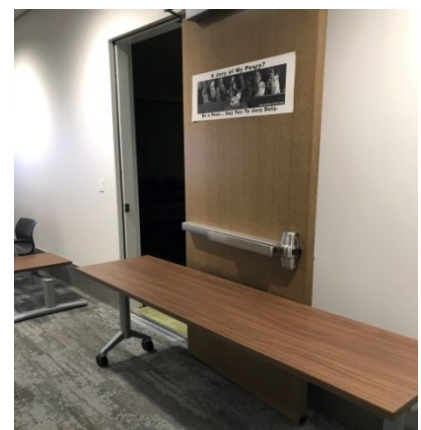
- Prior to entering the Juror Assembly room – potential Grand Jury jurors will line up to along the Jury Hallway where social distancing measures are in place.

**Seats have 6 foot
circumference spacing**



**Jury Assembly Hallway – seats are
spaced or closed off for social distancing**

- Chairs will be provided for prospective Grand Jury jurors in the Jury Assembly room – these chairs are spaced 6 feet apart to allow for social distancing. Wipe down and sanitation will be done between uses.
- Capacity for the Jury Assembly room is approximately 22 prospective jurors with 6ft distancing between chairs.
- If overflow locations are necessary:



Jury Assembly Entrance

Grand Jury Impaneling at Keahuolū Courthouse

- Capacity for Courtroom 3B is approximately 14 prospective jurors with 6ft distancing between seats.
- Capacity for Courtroom 2B is approximately 17 prospective jurors with 6ft distancing between seats.
- Once check-in is completed a list of available jurors will be created and distributed accordingly.



D. VOIR DIRE

- If the overflow is necessary we will connect the locations via a large screen TV equipped with a camera and a microphone. A video conference will be established between the Courtroom and the Jury Assembly room so that the court and all prospective jurors can see and hear each other throughout the proceedings.
- The Court will conduct general qualifications examinations with the prospective jurors in both locations simultaneously, utilizing (2) Large screen TVs. ***(Jurors will be instructed***



to inform the court immediately if they begin to feel symptoms of fever, chills, muscle pain, sore throat, shortness of breath, cough, difficulty breathing or loss of taste or smell.)



Grand Jury Impaneling at Keahuolū Courthouse

- Depending on the length of time selection takes, we may need to take a lunch break prior to the completion of this step.
- Laminated indicators will be used to assign the seats in the Courtroom with numbers from 1 to 12 and Alternate 1 and 2. Randomly selected prospective jurors will be called to fill the numbered seats in lieu of being seated in the jury box. During this process, some individuals may need to switch seats with each other. Each time an individual vacates a seat, that seat will be wiped and sanitized before further use.
- Once all 12 numbered seats have been filled with randomly selected jurors, voir dire and selection will commence. If a juror is excused, a new name will be selected at random from among the panel seated in the Jury Assembly room. The excused juror's seat will be sanitized, and the new juror will be escorted to the Courtroom to take that seat.
- Once the selected Grand Jurors have been sworn in, the remaining prospective jurors will be excused.
 - Lester Oshiro will explain the Grand Jury process to the impaneled group.
 - Aiyanna Wainwright will create a Grand Jury directory with the contact information of those impaneled.
 - Judge Kim will select the foreperson, vice-foreperson and secretary from the impaneled group, these designations will be noted in the directory.



ATTACHMENT A

COMPLETE AND RETURN QUESTIONNAIRE BY NOVEMBER 30, 2020

GRAND JUROR QUESTIONNAIRE

You are being summoned for grand jury selection for the upcoming year and selection will be on January ___, 2021 and if selected you will meet once a month on a {Wednesday (Hilo)} {Monday (Kona)} as directed by the Court to start in January 2021 to December 2021.

Are you available to serve as a grand juror meeting once a month beginning in January 2021 and ending in December 2021?

Answer: Yes _____ No _____

1. If your answer is "No", what is the reason you are not available to serve?

_____ I have significant concerns of contracting COVID-19 because I am age 65 or older, or I have a medical condition that places me in an "at risk" category for COVID-19 (Attach documents showing pre-existing medical condition – the Judiciary shall keep this information confidential and maintain privacy)

_____ Full-time student (Attach document showing status as student who will be attending classes)

_____ Medical (Attach doctor's certificate)

_____ I live more than 70 miles one way from the courtroom from which grand jury service is required and I wish to claim this exemption (OPTIONAL) (Must provide physical street address) _____

_____ Other (Please explain the specific reason why and the specific dates you are unavailable to serve, and attach any supporting documents) _____

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ABOVE ANSWERS ARE TRUE AND CORRECT.

DATED: _____ Hawai'i _____

City Name

Date

Telephone No. _____

Print Name _____

Email address _____

Signature _____

Grand Jury Impaneling at Keahuolū Courthouse

COMPLETE AND RETURN QUESTIONNAIRE BY NOVEMBER 30, 2020



Circuit Court of the Third Circuit – THE JUDICIARY • STATE OF HAWAII
HALE KAULIKE • 777 KILAUEA AVENUE • HILO, HAWAII 96720
KEAHUOLU COURTHOUSE • 74-5451 KAMAKAHEHA AVENUE • KAILUA-KONA, HAWAII 96740

November __, 2020

YOU ARE SUMMONED FOR GRAND JURY DUTY FOR 2021

YOU ARE JUROR NUMBER ____

Pursuant to the Order of the Court, you are summoned to appear before the Circuit Court of the Third Circuit, State of Hawai'i, as a grand juror, for selection on {Day}, January __, 2021 at the following location:

Only one address will appear depending on the location being summoned to

Third Circuit Court
Jury Pool Office
Hale Kaulike
777 Kilauea Avenue
Hilo, HI 96720

Third Circuit Court
Jury Pool Office
Keahuolū Courthouse
74-5451 Kamakaheha Avenue
Kailua-Kona, HI 96740

As a Grand Juror you do not participate in a trial. It is the duty of the Grand Jury to determine whether or not there is to be an indictment in each case presented.

If you are selected you will service for one (1) year and will meet once a month as directed by the Court.

The foundation of the American justice system is the participation of its citizens through jury service. The diversity of thought and collective wisdom of impartial members of the community is vital to the administration of justice. Absent the participation of a broad cross-section of the public, our government cannot function as designed. The challenges that our state and country presently face threaten not only lives, but the legal fabric that binds our society together. Grand Jurors are essential to preserve the efficient operation of Hawai'i's court system. The Judiciary appreciates your efforts in fulfilling a necessary civic duty and complying with the rule of law by appearing when summoned.

The State of Hawai'i Judiciary following the guidance of the Center for Disease Control ("CDC") and the State of Hawai'i Department of Health ("Department of Health"). To ensure

Grand Jury Impaneling at Keahuolū Courthouse

the health of all people summoned into courthouses, the Judiciary has implemented the following safety precautions:

- Any person exhibiting upper-respiratory illness, travelled outside the State within the last 14 days, or came into contact with a person suspected of suffering from COVID-19, shall be prohibited from entering any Judiciary facility.
- All persons entering Judiciary facilities will be subject to contactless temperature scans.
- All persons entering and remaining in Judiciary facilities will be required to wear face coverings.
- All public areas are sanitized using CDC recommended disinfectants.
- All persons within Judiciary facilities will be required to socially distance.
- Any summoned Grand Juror selected to serve will be socially distanced and perform grand jury service through a plan approved by the Department of Health.

To make grand jury service more efficient, all prospective grand jurors are requested to provide some preliminary information on their ability to serve. Please review and complete the enclosed questionnaire, attach the required document(s) (if any), sign the questionnaire, and send the questionnaire and the documents to the Court **no later than Monday, November 30, 2020 to the following address:**

Only one address will appear depending on the location being summoned to
--

Third Circuit Court
Jury Pool Office
Hale Kaulike
777 Kilauea Avenue
Hilo, HI 96720

Third Circuit Court
Jury Pool Office
Keahuolū Courthouse
74-5451 Kamakaeha Avenue
Kailua-Kona, HI 96740

. After a review of your response, the Court will either: 1) require you to report for grand jury selection; or 2) excuse you from grand jury duty. We will mail you a summons to appear for grand jury selection if you are not excused.

THANK YOU for your cooperation, and for your willingness to serve as a grand juror for the upcoming year to fulfill this most important civic responsibility.

J. Thompson
Court Official
Jury Pool Office
808-961-7412

ATTACHMENT B



Circuit Court of the Third Circuit — THE JUDICIARY • STATE OF HAWAII

HALE KAULIKE • 777 KILAUEA AVENUE • HILO, HAWAII 96720

KEAHUOLŪ COURTHOUSE • 74-5451 KAMAKAHEHA AVENUE • KAILUA-KONA, HAWAII 96740

SUMMONS FOR GRAND JURY SERVICE



Participant Number:

Pool Number:

Pursuant to Hawaii Revised Statutes section 612-16, you are hereby summoned to appear for Jury Service

YOU ARE ASSIGNED TO:

Third Circuit Court, Div. 3
74-5451 Kamakaheha Avenue
Kailua-Kona, HI 96740

Date:

Time:

Report To: Jury Assembly Room

for the drawing of names for the upcoming Grand Jury in the upcoming year. Briefly stated, as a Grand Juror you do not participate in a trial. It is the duty of the Grand Jury to determine whether or not there is to be an indictment in each case presented.

If you are selected, you will serve for one (1) year and will meet as directed by the Court.

FAILURE TO APPEAR AS SUMMONED MAY RESULT IN THE ISSUANCE OF A BENCH WARRANT FOR YOUR ARREST AND MAY BE GROUNDS FOR CONTEMPT PROCEEDINGS UNDER SECTION 710-1077(1)(i) OF THE HAWAII REVISED STATUTES.

Lester D. Oshiro

Court Official

Note: Please read the following pages carefully. ***Do not misplace this summons*** for jury service. ***Keep it for reference and bring it with you*** when you report for jury service.



In accordance with the Americans with Disabilities Act, and other applicable state and federal laws, if you require a reasonable accommodation for a disability, please contact the ADA Coordinator at PHONE NO. (808) 961-7629, FAX (808) 961-7577, or email: adarequest@courts.hawaii.gov.

ATTACHMENT C



REPORT ANY ILLNESS, MEDICAL CONDITION OR TRAVEL

In consideration of the current COVID-19 outbreak, please contact the Third Circuit's Jury Pool Office at (808) 961-7646 to reschedule your jury service if any of the following apply to you:

1. You are experiencing:
 - a. a COUGH
 - b. SHORTNESS OF BREATH
 - c. DIFFICULTY BREATHING
 - d. or at least two of the following:

FEVER	MUSCLE PAIN	NEW LOSS OF TASTE OR SMELL
CHILLS	HEADACHE	REPEATED SHAKING WITH CHILLS
SORE THROAT		
2. You have had CLOSE CONTACT with someone who HAS or IS SUSPECTED TO HAVE COVID-19
3. You TRAVELED INTERISLAND and 14 days have not passed since such travel, except if you have (a) satisfied the negative test exception to the mandatory 14-day quarantine, or (b) satisfied the post-arrival test requirements during the 14-day self-quarantine as set forth by the County of Hawai'i, subject to any subsequent interisland travel restrictions imposed through Statewide or County emergency orders, rules, or proclamations.
4. You TRAVELED OUTSIDE OF HAWAI'I IN THE PAST 14 DAYS and have not yet satisfied the negative test exception to the mandatory 14-day quarantine and the post-arrival test requirements as set forth by the County of Hawai'i, subject to any subsequent out-of-state travel restrictions imposed through Statewide or County emergency orders, rules, or proclamations.

DO NOT COME TO COURT

if you have any of the above conditions

Should you have any questions regarding this notice, please feel free to contact our office at (808) 961-7646

MAHALO

10.27.2020 3cc update

Keahuolū Courthouse Proposal to Resume Jury Trials

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Keahuolū Courthouse Proposed Health & Safety Practices to Resume Jury Trials

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I. GENERAL MITIGATION MEASURES

Keahuolū Courthouse Proposed Health & Safety Practices to Resume Jury Trials

Keahuolū Courthouse is proposing to resume jury trials with an emphasis on health and safety. We have been augmenting our existing cleaning and sanitizing routines in all of our public areas, and have put into place deliberate social distancing steps throughout the courthouse.



II. JURY SELECTION

A. PRE-TRIAL CONTACT WITH POTENTIAL JURORS:

- A jury summons will be sent out to prospective jurors. Prospective jurors will be requested to report over multiple dates and times. Smaller jury pools over multiple days will help us maintain proper social distancing (see Attachment A).
- A flyer (see Attachment B) will be included in each jury summons directing all potential jurors to reschedule their jury service if any of the following apply to them:
 1. **Have a fever, cough, shortness of breath or difficulty breathing, or other symptoms of respiratory illness.**

2. Have had close prolonged contact with a person who has or is suspected to have COVID-19.
3. Have traveled interisland and 14 days has not passed since such travel.
4. Have traveled outside of Hawaii in the past 14 days and have not satisfied the negative test exception to the mandatory 14-day quarantine and the post-arrival test requirements as set forth by the County of Hawaii.

B. REPORTING TO THE COURTHOUSE:

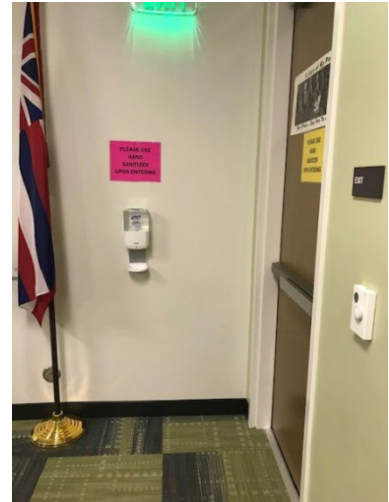
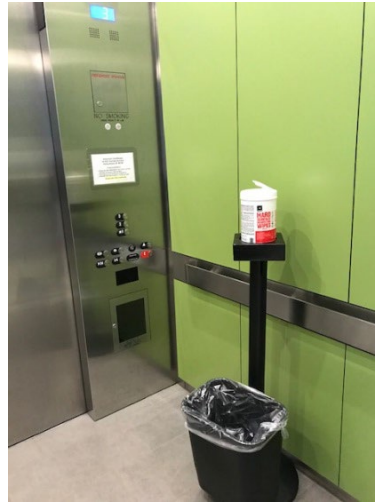
- In order to proceed with health and safety in mind we will be utilizing a smaller pool of prospective jurors, or, when necessary, splitting a larger pool into smaller groups (approximately 20-36) which will report over the course of several days. By implementing this process we can control the environment and limit exposure to prospective jurors, attorneys, defendants and court staff. Below are our proposed steps for implementation.
- Prospective jurors will enter through the building's main entrance. Floor and ground markings are used to maintain social distancing and an additional screening point has been added to the standard security protocol.
- Temperature checks will be administered at the front entrance via touchless temperature kiosks
- G4S security staff will be stationed at the entrance of the building. The security staff will ask each prospective juror the following questions before they are allowed to enter the building:
 1. **Are you experiencing?**
 - A COUGH
 - SHORTNESS OF BREATH
 - DIFFICULTY BREATHING
 - 1a. **Or Are you experiencing at least two of the following:**
 - FEVER

- CHILLS
 - REPEATED SHAKING WITH CHILLS
 - MUSCLE PAIN
 - HEADACHE
 - SORE THROAT
 - NEW LOSS OF TASTE OR SMELL
2. **Have you had PROLONGED CONTACT with someone who HAS or IS SUSPECTED TO HAVE COVID-19?**
 3. **Have you TRAVELED INTERISLAND and 14 days has not passed since such travel?**
 4. **Have you TRAVELED OUTSIDE OF HAWAI'I IN THE PAST 14 DAYS and have not yet satisfied the negative test exception to the mandatory 14-day quarantine and the post-arrival test requirements as set forth by the County of Hawai'i.**
 5. **Anyone who has done so is subject to the 14-day self-quarantine mandate required by Gov. Ige's Fourteenth Proclamation, and may not enter Judiciary Facilities for the duration of their self-quarantine period.**
- Any prospective juror that answers "yes" to any of the above questions will be excused and not allowed into the building. Security staff will keep a log of which jurors were excused based on the COVID screening questions. Excused jurors will be placed back into the jury pool for possible selection at a later time.
 - Disposable face masks will be provided for any juror who does not arrive with their own. Disposable gloves will be available upon request.
 - Prospective jurors will be required to wear masks at all times.
-
- As prospective jurors enter the building, they will have the option to use the elevators or the stairs to reach the third floor. All Public elevators

Keahuolū Courthouse Proposed Health & Safety Practices to Resume Jury Trials

have been supplied with disposable disinfecting wipes, and are restricted to an occupancy limit of two people.

- Hand sanitizer units are available on every floor of the courthouse, and at the entrance of the Jury Assembly Room.



C. JUROR CHECK-IN AND ORIENTATION:

Keahuolū Courthouse Proposed Health & Safety Practices to Resume Jury Trials



- Jurors will line up to along the Jury Hallway where social distancing measures are in place.

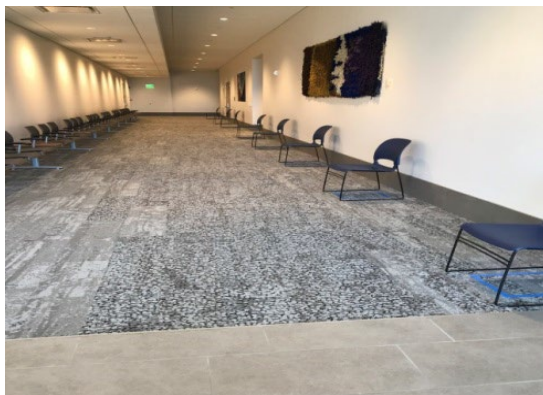
Jury Assembly Hallway – seats are spaced or closed off for social distancing

Seats have 6 foot circumference spacing

- Chairs will be provided for prospective jurors in the Jury Assembly room – these chairs are spaced 6 feet apart to allow for social distancing. Wipe down

Jury Assembly Entrance

and



sanitation will be done between uses.



Keahuolū Courthouse Proposed Health & Safety Practices to Resume Jury Trials

- Capacity for the Jury Assembly room is approximately 22 prospective jurors with 6ft distancing between chairs.
- Capacity for Courtroom 3B is approximately 14 prospective jurors – Capacity for Courtroom 2B is approximately 17 prospective jurors - with 6ft distancing between seats.

D. VOIR DIRE

- A large screen TV will be placed in the Jury Assembly room with a camera and a microphone. A video conference will be established between the Courtroom and the Jury Assembly room so that the court and all prospective jurors can see and hear each other throughout the



Jury Assembly room and the Courtroom. Utilizing the video conference, the Court will conduct general qualifications examinations with the

proceedings.

- Beginning on the first day of selection, prospective jurors will fill the



prospective jurors in both locations simultaneously, utilizing (2) Large screen TVs. ***(Jurors will be instructed to inform the court immediately if they begin to feel symptoms of fever, chills, muscle pain, sore throat, shortness of breath, cough, difficulty breathing or loss of taste or smell.)***



- Those not excused from service will be released until instructed to return.



Depending on the size of the panel, groups of up to 34 (the capacity of the Jury Assembly room plus the Courtroom minus two) will be called back at separate times to complete voir dire and jury selection.

- Laminated indicators will be used to assign the seats in the Courtroom with numbers from 1 to 12 and Alternate 1 and 2. Randomly selected prospective jurors will be called to fill the numbered seats in lieu of being seated in the jury box. During this process, some individuals may need to switch seats with each other. Each time an individual vacates a seat, that seat will be wiped and sanitized before further use.
- Once all 12 numbered seats have been filled with randomly selected jurors, voir dire and selection will commence. If a juror is excused, a new name will be selected at random from among the panel seated in the Jury Assembly room. The excused juror's seat will be sanitized, and the new juror will be escorted to the Courtroom to take that seat.

III. TRIAL

- After a jury of 12 and 2 alternates has been selected, the remainder of the panel will be excused. ***(The court will check-in with jurors upon***

returning from lunch regarding symptoms of fever, chills, muscle pain, sore throat, shortness of breath, cough, difficulty breathing or loss of taste or smell.) The Jury Assembly Room will be utilized for deliberations.

A. HOURS

- Trial will be held in Courtroom 2B from 8:30am to 1:00pm with two breaks. During breaks, the jury will be taken to the Jury Assembly Room which will permit jurors to maintain 6-foot distancing.

B. COURTROOM SET-UP FOR TRIAL

- Counsel tables will be rotated to face each other (perpendicular to the gallery)
- Parties and counsel seated at each counsel table will maintain 6-foot separation from each other.
- The lectern and the microphone will be wiped down and sanitized between each use by counsel.
- Water will no longer be provided by the court; counsel and parties should bring their own water to the courtroom.
- Jurors will be in assigned numbered seats with social distancing. The gallery shall serve as the Jury Box.

C. OPENING AND CLOSING ARGUMENTS

- The lectern will be placed facing the jurors seated in gallery.
- The attorney will stand with their back to the court while facing the jurors seated in gallery.



- The attorney will be required to wear a face mask.

D. WITNESS EXAMINATION

1. Witness and Attorney:

- The attorney will stand next to the lectern which will be placed perpendicular to the witness stand and to the jurors seated in gallery.
- The attorney will be required to wear a face mask.
- The witness will not wear a face mask or face shield while testifying. Plexiglass will be placed around the witness stand to protect others in the courtroom, and social distancing will be maintained.
- Disposable gloves, hand sanitizer and wipes will be placed next to the witness stand. After a witness' testimony is complete, the court staff will wipe down the microphone, the desk surface of the witness stand and witness chair (armrests, seat cushion, and backrest).
- If a case requires the need for a witness to attempt to identify a defendant in a criminal case, all those present in the courtroom will be asked to briefly remove any face covering.



2. Jurors' View

- The existing JAVS system and (2) large TV screens will display views of attorneys and witnesses for the jurors.

E. EXHIBITS

- Paper exhibits, unless oversized, must be presented digitally using the ELMO with our existing JAVS system. Counsel will not be permitted to approach the witness stand unless absolutely necessary and with permission of the court.

G. DISPLAY OF EVIDENCE

- Jurors will see evidence displayed on the existing JAVS system and (2) large TV screens.

H. SIDEBAR

- If needed, sidebars will be conducted utilizing plexiglass barriers and “white noise” will be engaged to prevent jurors from overhearing the conversation.

I. PUBLIC VIEWING / OVERFLOW ROOM

- Those seated in the “overflow courtroom” will be able to see and hear the trial via large monitors.
- Those seated in overflow courtroom will have the same view in the courtroom.
- Should a Defendant’s family member request to be present in the trial courtroom (and not the overflow courtroom), defense counsel must notify the court at least three days in advance of trial. Every effort will be made to accommodate such a request, taking into consideration security concerns and social distancing guidelines.

IV. JURY DELIBERATIONS

- The jury will deliberate in Jury Assembly Room, with the window to the Jury Hallway door darkened. The court will arrange chairs in the well of the room, at least 6 feet apart, so that the jurors can face each other during deliberations as illustrated in the chart below. The court will require counsel,

to the extent possible, to provide to the court all admitted exhibits , so the jurors will have the ability to view the admitted exhibits while deliberating.

- Boxes will be provided for jurors to place their binders and notes. Jurors will be instructed to touch only their binders and notes when placing them in the box; staff will be instructed to touch only the boxes when securing them in the evidence room. Staff will wear gloves when handling juror boxes.
- At the end of each day, jurors will take all of their PPE and other personal effects home with them. Upon return each day, staff will provide jurors with new PPE if necessary.

ATTACHMENT A



Third Circuit - THE JUDICIARY • STATE OF HAWAII
Keahuolū Courthouse • 74-5451 KAMAKA'EHA AVENUE • KAILUA-KONA, HAWAII 96740
Hale Kaulike • 777 KILAUEA AVENUE • HILO, HAWAII 96720

SUMMONS FOR JURY SERVICE

For Reporting Date and Time: You are required to call the Jury Information Line *any time after 5:30 pm on, AUGUST 28, 2020 to listen to the recorded message* to find out the time you will need to report, and or for any changes or postponements. (If you are having trouble accessing the Judiciary voicemail for Jury Information after 5:30pm – *please try again later* or you may go to the Judiciary website www.courts.state.hi.us for ejuror information)

The court will not inform you personally about any changes.

FAILURE TO APPEAR AS SUMMONED MAY RESULT IN THE ISSUANCE OF A BENCH WARRANT FOR YOUR ARREST AND MAY BE GROUNDS FOR CONTEMPT PROCEEDINGS UNDER SECTION 710-1077(1)(I) OF THE HAWAII REVISED STATUTES.

L. Kosile
Court Official

NOTE:

PLEASE READ THE FOLLOWING PAGES CAREFULLY AND IN THEIR ENTIRETY.

Do not misplace this summons for jury service.



Juror Safety is the Judiciary's Top Priority

- ✓ All persons are required to wear a cloth or surgical mask with 2 or more layers at all times as described and recommended by the CDC (Face Shields, Gaiters, Bandanas, Neck Fleece, masks that include vents, one-way exhalation valves or mesh are in adequate and not allowed)
- ✓ Alcohol based hand sanitizer is available on all floors
- ✓ Precautionary measures will be taken to maintain a healthy business environment; configuring 6ft social distancing in public areas, cleaning and disinfecting all areas

CONTACT THE JURY POOL OFFICE AT 961-7646 PRIOR TO REPORTING IF:

- There are any changes to your name or address
- Your mailing address is different from your residential address (for mileage reimbursement purposes ~ see *printed page 2 "Jury Pay"*)
- You need to report any illness or travel (see enclosed flyer)

ATTACHMENT B



REPORT ANY ILLNESS, MEDICAL CONDITION OR TRAVEL

In consideration of the current COVID-19 outbreak, please contact the Third Circuit's Jury Pool Office at (808) 961-7646 to reschedule your jury service if any of the following apply to you:

- Have a fever, cough, shortness of breath or difficulty breathing, or other symptoms of respiratory illness.
- Have had close prolonged contact with a person who has or is suspected to have COVID-19.
- Have traveled interisland and 14 days has not passed since such travel.
- Have traveled outside of Hawaii in the past 14 days and have not satisfied the negative test exception to the mandatory 14-day quarantine and the post-arrival test requirements as set forth by the County of Hawaii.

DO NOT COME TO COURT

if you have any of the above conditions

Should you have any questions regarding this notice, please feel free to contact our office at (808) 961-7646

MAHALO