



# WILLIAMSON COUNTY DISTRICT COURTS

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March 18, 2020

To: Williamson County Courthouse Community  
From: District Judges Kennon, King and Mathews  
Re: New procedure for felony cases during the COVID-19 state of disaster

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Please be advised that District Judges Kennon, King and Mathews have entered a General Order designed to ensure continuity of operations and the orderly administration of justice of felony criminal matter now pending in Williamson County. The intent of this Order is to balance public health (by adherence to the limitations on mass gatherings) with the critical functions of the justice system.

The following are the significant elements of this order:

- The critical function of magistration of misdemeanor and felony arrestees will continue without interruption.
- All jury trials scheduled through May 8, 2020 are postponed and will be rescheduled by the individual court.
- All other felony criminal docket settings are postponed and will be rescheduled by the individual court.
- Attorneys for the state and defense should continue to work to resolve all pending cases. Parties are ORDERED to confer on “in custody” cases.
- As needed, cases may be set on a central felony docket held in the 26<sup>th</sup> District Court Monday through Thursday until further notice.
  - The first available docket day is Monday, March 23<sup>rd</sup>.
  - Details regarding setting cases are set out on page 2 and may also be found in the General Order.
  - Appointed Counsel are requested to bring their vouchers for payment to plea hearings for expedited review and processing by the Court.
- Defense counsel are instructed to continue to communicate with their clients in jail to keep them informed of case status.

## **COURTHOUSE COMMUNITY MEMO**

**March 18, 2020**

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### PROCEDURE FOR COUNSEL TO CONTACT DEFENDANT IN CUSTODY

*We have been advised by the Sheriff's Office that you may contact your client in person (through visitation), or via telephone.*

#### **In Person Visitation Process**

Call Williamson County Jail Reception at 512-943-3530 to schedule your visit with your client.

#### **Telephone Visitation Process**

WCSO has arranged with Securus to have two pods available for defendants to place calls to their counsel, and has directed Securus to ensure that those calls are (1) free of charge, and (2) unrecorded, in order to preserve attorney client privilege.

To arrange a telephone call with your client, contact Williamson County Jail Reception at 512-943-3530, and provide them with your name, your client's name, the number to be called, and the time for the phone call.

### PROCEDURE FOR SETTING COURT FOR IN CUSTODY DEFENDANTS

The central docket commences on Monday, March 23<sup>rd</sup> and will continue until regular dockets are resumed. Proceedings will be held each day, Monday – Thursday at 9:00, 11:00, 1:30 and 3:30. Priority will be given to “in custody” cases. To place a case on the docket, contact Jennifer Tredemeyer at [jtredemeyer@wilco.org](mailto:jtredemeyer@wilco.org), with the following:

- Defendant name and cause number
- Whether defendant is in custody
- Issue to be addressed
- Requested hearing date
- Whether interpreter or other accommodation is needed
- The state should be copied on the email

Ms. Tredemeyer will schedule the hearing and notify all counsel. If the defendant is on bond, defense counsel will be responsible for notifying the defendant of the scheduled hearing. Paperwork will be prepared by the state in advance of all plea settings.