

Circuit Court Teleconference Procedures Effective April 1, 2020

As you know, the Tennessee Supreme Court extended the restriction on in-person hearings through April 30, 2020. Beginning April 1, 2020, the Circuit Court will resume its regular docket primarily utilizing the Zoom teleconferencing platform. As we begin, here are a few important points:

Technical Requirements

- It is important that my assistant, Zoe Doyle, have a working email address for each attorney who wishes to participate in the teleconference. She already has most, if not all, of your email addresses, but should you wish to add a new email address, please do so at least 24 hours before your scheduled hearings.
- You will need to have access to a computer with a working camera, microphone and speaker. Please make sure that all three are working before your hearing begins.
- Immediately before your hearing begins, you will receive an email from Ms. Doyle with a hyperlink that will allow you to join the hearing. It will be up to each of you to forward the hyperlink to any participants not physically at your office (e.g. – court reporter, witness, party, etc.).
- If you do not have a computer with a camera, the court will conduct hearings by teleconference if no witness testimony is involved.

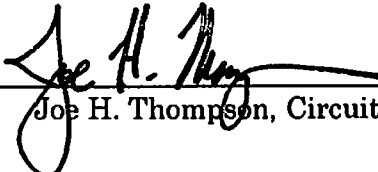
Hearing Times on Motion Dockets

- Most of our motion dockets consist of multiple hearings set for a single time slot. To reduce your wait times, we will be emailing you a specific time after the docket is set (see Tenn. R. Civ. Pro. 6.04 – “5-day rule”).
 - For example – if you set a motion on the 8:00 a.m. Monday motion docket, your specific motion time will be set for a specific time slot beginning at 8:00 a.m. and continuing until all motions are slotted (e.g. - 8:00, 8:15, 8:30, etc.) The court will set the specific times for each motion in a manner that maximizes your time and the court’s time.

Exhibits

- Each side will be required to email opposing counsel a scanned copy of every exhibit the side intends to introduce during the hearing. The email will occur no later than close of business (4:30 p.m.) the day before the hearing, and should be “cc’ed” to the court at filingcircuit@tncourts.gov.

This will be a new experience for all of us, and I thank you for your patience. The court welcomes suggestions that will improve this process.



Joe H. Thompson, Circuit Court Judge