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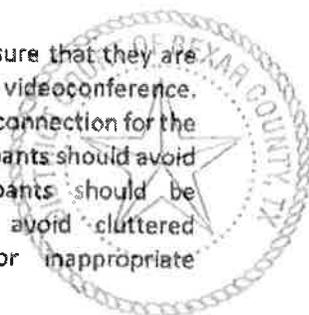
4. **Video and telephone hearings are official court proceedings.** Participants are reminded that telephone or video-teleconference hearings are official court proceedings and all participants should conduct themselves accordingly.

- For proceedings conducted by video teleconferencing, it is the responsibility of counsel and self-represented litigants to be signed in and ready to proceed when the Judge calls the case for hearing.
- Participants must be prepared and ready to proceed with all aspects of the hearing when the Judge calls the case for hearing. It is the responsibility of counsel and self-represented litigants to have all parties and witnesses available and ready to proceed when the case is called for hearing.
- Participants must follow appropriate courtroom etiquette, although standing when addressing the Court is not typically necessary on a video teleconference.
- All participants must wear attire that is appropriate to a Court proceeding.
- Anyone wishing to participate must be ready to access the telephone or video teleconference hearing in a timely manner.
- Participants must appear by video or telephone from an appropriate non-public location where the participant can focus without distraction. Participating on a telephone or video teleconference from a public, noisy, or echoing location is not appropriate, including from inside a moving vehicle or public restaurant.
- Cell phones and similar noise-making devices must be placed on mute or silent mode. Any computer or other device used to call-in to the telephone or video teleconference should not make sounds or otherwise disrupt the proceedings.
- Participants must avoid using devices such as laptops, tablets or smartphones operating only via battery power; any device used to connect to a telephone or video teleconference should be plugged in during the conference.
- Open microphones or speakers, such as webcam microphones or microphones built into laptops, should not be used unless the audio quality has been previously tested and confirmed.
- When a participant is not speaking they should mute their audio.



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- Participants should avoid poor camera positioning and ensure that they are visible and appropriately displayed throughout a videoconference. Participants should ensure they have a high-quality internet connection for the hearing. Appropriate lighting should be utilized, and participants should avoid backlit light sources. The background behind participants should be appropriate to a court setting; participants should avoid cluttered backgrounds or those containing overly personal or inappropriate information.

5. Exhibits are counsel's and self-represented litigant's responsibility. Counsel and self-represented litigants are responsible for sharing of exhibits during a hearing. For hearings conducted using the Zoom video conference platform, Zoom support has a comprehensive guide on screen sharing that is posted on the Zoom website. Participants in a Zoom video conference with the Court (attorney, witness, case party, etc.) must prepare properly to ensure familiarity with the application's functionality. For security and enforcement of Court standards, the Court may disable certain features such as chat, screen share whiteboard, or any other feature that is unnecessary to a hearing.

This Order shall be effective immediately and remain in effect until modified or withdrawn.

SIGNED 09/22/2020

Michael E. Mery  
 JUDGE MICHAEL MERY  
 37<sup>TH</sup> DISTRICT COURT

Cathleen Stryker  
 JUDGE CATHLEEN STRYKER  
 224<sup>TH</sup> DISTRICT COURT

Mary Lou Alvarez  
 JUDGE MARY LOU ALVAREZ  
 45<sup>TH</sup> DISTRICT COURT

Peter Sakai  
 JUDGE PETER SAKAI  
 225<sup>TH</sup> DISTRICT COURT

Antonia Arteaga  
 JUDGE ANTONIA ARTEAGA  
 57<sup>TH</sup> DISTRICT COURT

Aaron S. Haas  
 JUDGE AARON HAAS  
 285<sup>TH</sup> DISTRICT COURT

David Canales  
 JUDGE DAVID CANALES  
 73<sup>RD</sup> DISTRICT COURT

Cynthia Chapa  
 JUDGE CYNTHIA CHAPA  
 288<sup>TH</sup> DISTRICT COURT

Norma Gonzales  
 JUDGE NORMA GONZALES  
 131<sup>ST</sup> DISTRICT COURT

Karen Pozza  
 JUDGE KAREN POZZA  
 407<sup>TH</sup> DISTRICT COURT

2025 RELEASE UNDER E.O. 14176

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\_\_\_\_\_  
JUDGE MONIQUE DIAZ  
150<sup>TH</sup> DISTRICT COURT

  
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JUDGE LAURA SALINAS  
166<sup>TH</sup> DISTRICT COURT

  
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JUDGE ANGELICA JIMENEZ  
408<sup>TH</sup> DISTRICT COURT

  
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JUDGE ROSIE ALVARADO  
438<sup>TH</sup> DISTRICT COURT



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CERTIFIED COPY CERTIFICATE STATE OF TEXAS  
I, MARY ANGIE GARCIA, BEXAR COUNTY DISTRICT  
CLERK, CERTIFY THAT THE FOREGOING IS A TRUE  
AND CORRECT COPY OF THE ORIGINAL RECORD AS  
INDICATED BY THE VOLUME, PAGE AND COURT ON  
SAID DOCUMENT. WITNESSED MY OFFICIAL HAND  
AND SEAL OF OFFICE ON THIS:



*September 22, 2020*

**MARY ANGIE GARCIA  
BEXAR COUNTY, TEXAS**

By:

*Araceli Uriostegui*

ARACELI URIOSTEGUI, Deputy District Clerk  
(NOT VALID WITHOUT THE CLERK'S ORIGINAL SIGNATURE.)