

**REGION 1 PROTECTIVE CUSTODY MATTERS  
PROCEDURE AND INFORMATION FOR TELEPHONIC CONFERENCES &  
HEARINGS**

1. PLEASE CALL IN AT YOUR SCHEDULED TIME AND NOT PRIOR TO OR LATER THAN, AS OTHER MATTERS ARE SCHEDULED BEFORE AND AFTER.
2. EACH PARTY IS TO CALL IN SEPERATELY.
3. **DIAL: 1-207-860-3000** (YOU MUST DIAL THE "1")
4. **ENTER ACCESS CODE: 10542350#**. YOU MUST ENTER THE "#" SIGN.  
PLEASE REVIEW CAREFULLY, THIS CODE IS CALL SPECIFIC.
5. IF YOU ARE THE FIRST PARTY TO CALL IN, YOU WILL HEAR THE FOLLOWING MESSAGE: "YOU ARE THE ONLY PERSON IN THIS CONFERENCE, PLEASE STAY ON THE LINE."
6. AS EACH PARTY JOINS, YOU WILL HEAR A CHIME. PLEASE IDENTIFY YOURSELF WHEN YOU HEAR THE CHIME.
7. WAIT FOR THE COURT AND JUDGE TO JOIN THE CALL.
8. DO NOT CALL THE CLERK'S OFFICE.

**SOME HELPFUL TIPS:**

- PLEASE MAKE SURE YOU ARE IN AN AREA WITH A STRONG CONNECTION.
- PLEASE TRY TO LIMIT ANY BACKGROUND NOISE.
- PLEASE BE COURTEOUS AND WAIT FOR YOUR TURN TO ADDRESS THE COURT.

**\*\*\*YOU MUST CALL IN AT THE SCHEDULED TIME INDICATED ON YOUR NOTICE.  
DO NOT CALL IN EARLY OR LATE.\*\*\***

July 28, 2020

Subject: Guidance for PC Practitioners in Region 1

In an ongoing effort to implement workable procedures while continuing to grapple with the challenges posed by the COVID-19 pandemic, the Court provides this updated guidance regarding several aspects of the Protective Custody docket in Region 1. The guidance previously dated June 19, 2020, is hereby superseded and replaced by this current guidance.

#### Judicial Reviews

Commencing Friday, August 7, 2020, and continuing until further notice, all Judicial Reviews will be conducted telephonically, unless the Court grants a request to appear in person or by video.

The purpose of this change is to try to avoid the burden, stress, uncertainty, and last minute flurry of activity associated with the prior protocol designed to determine whether parties needed to appear or not, telephonically or otherwise.

Under this new guidance, counsel, GALs, and unrepresented parties are required to call in at the appointed time for all Judicial Reviews (unless the Court grants a request to appear in person or by video), regardless of whether agreement has been reached in advance or not.

While it would still be useful for participants to talk in advance to determine whether there is agreement, if the press of business interferes with advance communications, participants can discuss the status of the case, along with any agreement or not, during the call in with the Court.

Counsel must have their clients call in as well, unless counsel know in advance that there is agreement, and counsel have been authorized by their clients to represent to the Court their client's agreement to a proposed Judicial Review order.

#### Work Out Conferences

Until further notice, the current protocol for WOCs remains unchanged and is as follows. The Court will schedule a date and time on a Judicial Review day to report results, if any, from the WOC. By NLT two weeks prior to that date, the AAGs, counsel, and GALs must confer to determine when and how the actual WOC negotiation will occur. WOC negotiations can occur by phone conference, video, or in person at a location to be determined by counsel. By NLT than the Wednesday prior to the applicable Judicial Review day, the WOC negotiation must occur. Regardless of the outcome, all participants must call in at the appointed date and time on the Judicial Review day. Any agreements will be put on the record. If a consent to TPR is involved, the AAGs must let the Court know so that video or an in-person appearance can be arranged. If there are no agreements to put on the record, the call will be devoted to final pre-trial planning.

Participation by counsel and their clients in WOCs is mandatory in all jeopardy cases, and in termination cases in which counsel agree to a WOC. The default notice language still applies to clients who do not participate.

#### Case Management Conferences

Until further notice, the current protocol for CMCs remains unchanged and is as follows. CMCs in straight petitions with an agreed-to CMC order with no other issues and only needing to schedule trial and a WOC still require participants to call in at their appointed time to discuss scheduling with the PC clerk. If there are additional issues, please let the clerk know in advance so that a judge can join the call.

#### Summary Preliminary Hearings

Until further notice, SPHs will be will be conducted telephonically, unless the Court grants a request to conduct the hearing in person or by video. All counsel, GALs, and parties must call in at the appointed call in time. It would be extremely helpful for counsel to let the Court know as soon as possible whether they expect a waiver or a hearing.

#### Telephonic Call in Procedure

The Region 1 telephonic call in procedure is attached to this email. Please review for updated call in information.

#### Conclusion

The Court thanks everyone involved in the Protective Custody docket for their continued hard work, collaboration, and patience during the pandemic.

//s// Michael A. Duddy, Judge