

**ADMINISTRATIVE ORDER RE:
JURY TRIAL RESUMPTION PLAN**

WHEREAS, on March 10, 2020 the Governor of the State of North Carolina declared a State of Emergency and has issued a series of executive orders and extensions thereof to coordinate both the response and protective measures he deemed necessary to prevent the spread of COVID-19; and

WHEREAS, beginning on March 13, 2020, the Chief Justice of the North Carolina Supreme Court has issued a series of emergency directives for the court system aimed at keeping North Carolina Courts open for essential business while protecting the health and safety of court personnel and the public; and

WHEREAS, the 18th Judicial District Executive Committee, comprised of the Senior Resident Superior Court Judge John O. Craig, III, the Chief District Court Judge Teresa H. Vincent, the District Attorney Avery Crump, the Clerk of Superior Court Lisa Johnson-Tonkins, Public Defender John Nieman and COVID-19 Coordinator Amanda Leazer have met and continue to meet to review and implement the orders and directives while protecting the health and safety of court personnel and the public in the 18th Judicial District; and

WHEREAS, through meetings between the members of the Judicial District Executive Committee, COVID-19 Coordinator, County Sheriff Danny Rogers, County Manager Marty Lawing, County Health Director Dr. Iulia Vann, Emergency Management Director Don Campbell, County Attorney Mark Payne, County Facilities Director Dan Durham, County Facilities Supervisor Kevin Bates and County Security Director Tim Hager, marking halls and courtrooms with signs; providing that hand sanitizers be placed at every elevator on each floor; providing for the cleaning of the courtrooms used for court proceedings and all high touch areas during lunch and each evening; providing for the required wearing of face coverings by all inside the courthouse premises and making masks available to those who do not have a face covering; requiring that all individuals remain six feet apart throughout all proceedings; and ordering full compliance with all other requirements under the Chief Justice's directives; and

WHEREAS, each of the courtroom facilities have installed plexiglass protectors at the judge's bench, the clerk's table, the witness stand, counsel tables, in front of the jury box, and separating the public and court areas; and

WHEREAS, the provisions of previous Administrative Orders issued by the Senior Resident Superior Court Judge and Chief District Court Judge and pertaining to the COVID-19 pandemic remain in full force and effect, except as are specifically amended herein, are being

complied with, and conform to each of the Chief Justice's emergency directives in response to the COVID-19 outbreak; and

WHEREAS, the Judicial District Executive Committee and the COVID-19 Coordinator, in consultation with county management, have determined that there are not any practical or reasonable alternative locations for the commencement of jury trials and that the existing courtrooms are the only appropriate locations for the resumption of jury trials; and

WHEREAS, the Senior Resident Superior Court Judge and the Chief District Court Judge have reviewed and continue to review the Chief Justice's Emergency Directives and the minimum requirements established by the Judicial Branch COVID-19 Task Force for the resumption of jury trials; and

WHEREAS, prior to the adoption of this Administrative Order, input from all stakeholders (as defined by the Task Force and the Chief Justice's directive) was sought and considered and the stakeholders have concluded that if jury trials are required to proceed, this local plan is reasonable, follows all current and appropriate standards for the health and safety of all participants, and follows all current specific guidelines provided by the Chief Justice;

NOW, THEREFORE, in order to implement the requirements of the Chief Justice's Emergency Directives, the following Administrative Order is entered:

**JURY TRIAL RESUMPTION PLAN FOR THE 18TH JUDICIAL DISTRICT
FOR JURY TRIALS BEGINNING AFTER OCTOBER 31, 2020**

1. On or after the date specified by the Chief Justice as the earliest date allowed for the resumption of jury trials, and upon confirmation of readiness after consultation with the Clerk of Superior Court and the COVID-19 coordinator, civil jury trials may be calendared in district and superior court in consultation with the COVID-19 coordinator.
2. Counsel in civil matters are encouraged to consider bench trials or six-person juries to reduce the number of people in the courtroom as well as the amount of time required for jury selection.
3. On or after the date specified by the Chief Justice as the earliest date allowed for the resumption of jury trials, and upon confirmation of readiness after consultation with the Clerk of Superior Court and the COVID-19 coordinator, criminal jury trials may be calendared for trial subject to the recommendations of the Judicial Branch COVID-19 Task Force set forth in the *NCAOC COVID-19 Field Guidance* document, which calendaring recommendations are incorporated herein by reference. In civil or criminal cases, a jury trial may only proceed after full inquiry on the record by the presiding judge informing the parties of the protocols that will be in place, and the parties and counsel understand them.

4. Upon the approval of the calendaring of jury trials as set forth above, at least thirty (30) days prior to any sessions of Superior or District Court requiring a jury, the Clerk of Superior Court (or a designee) shall prepare, from the county's jury pool of eligible citizens, a randomized list of enough juror panels for the number of juries required during each session of court. Each panel shall contain a number equal to a historically based estimate of the number of jurors who normally appear, so that a panel does not exceed the maximum capacity of the courtroom.
5. Based upon these historic figures and the seating capacity previously determined in each of the courtrooms used for jury trials, the panels randomly selected shall initially be as follows:
 - A) In Greensboro, panels shall consist of randomly selected jurors as follows:
 - Monday – 200
 - Tuesday – 175
 - Wednesday – 150
 - Thursday – 150
 - B) In High Point, panels shall consist of randomly selected jurors as follows:
 - Monday – 120
 - Tuesday – 120
 - Wednesday – 100
 - Thursday – 85
6. The size and number of the jury panels will be modified if the number of jurors seeking COVID-19 based excuses or deferrals for jury service are considerable or the historically based estimates used to establish the panel sizes fail to materialize.
7. Each jury summons shall be accompanied with a copy of the "Jury Service During COVID-19 Memorandum" attached hereto as Exhibit A, which shall specifically include an instruction that all jurors are to watch the juror orientation video online prior to appearing for service.
8. To minimize the number of persons at the courthouse, the in-person hearing of jury excuses by District Court Judges pursuant to N.C.G.S. 9-6(b) is suspended. As set forth in Exhibit A, jurors who feel uncomfortable or concerned about serving due to their health status or other reason related to the COVID-19 pandemic may request a deferral by sending an email to GuilfordGB.jury@nccourts.org and requesting a deferral up to and including their reporting date when the request is due to health concerns. Jurors still may make mailed written requests to be excused within five (5) business days before the date upon which they are to appear in accordance with N.C.G.S. 9-6.1. All written excuses and other excuses not ruled upon prior to the beginning of the term will be ruled upon by the presiding trial judge.
9. In ruling upon requests for deferrals and excuses, clerks and judges shall grant deferrals or excuses during the pandemic liberally, taking into account the CDC's guidance with regard to high risk individuals, persons who live with or act as caregivers for person who

are high risk, essential workers in the health and service industries and persons who have recently traveled, provided that due consideration is given to fair cross section challenges and diversity. In addition, deferrals will be given to any juror who has been diagnosed with COVID-19 in the last 10 days, has been identified as a close contact in the last 14 days, is awaiting test results, or is experiencing symptoms associated with COVID-19. During the months of November through December 2020, Show Cause orders shall not be issued for failures of any juror(s) to report for duty on the date of the summons. Jurors who fail to appear on the day they are ordered to report during these months shall instead be given the opportunity to serve at a term after December 31, 2020. However, once a juror has reported for jury duty and checked in with the jury clerk but fails to complete his or her obligation as a juror until lawfully discharged, the presiding judge shall determine what action if any shall be taken, including the issuance of a Show Cause Order for contempt.

10. Upon arrival for jury service jurors shall be prescreened and given a temperature check. They will be seated six feet apart in all directions in the jury assembly room during orientation and in the courtroom during jury selection. A vacant courtroom or alternate assembly area will be wired for sound and will be used for overflow jurors so social distancing can be maintained during jury selection.
11. During the orientation given in the jury assembly room, the jury clerk or Clerk of Court shall either orally or in writing mention to the jury the safeguards and precautions that have been undertaken to provide a safe place for jurors.
12. Jury voir dire shall be conducted as follows:
 - A. Potential jurors will be asked to fill out a juror questionnaire, attached hereto as Exhibit B. The questionnaire will elicit responses to most of the standard questions that are asked during jury voir dire. Copies of the completed questionnaires will be provided to the attorneys/parties.
 - B. The Senior Resident recommends that between one (1) and six (6) potential jurors shall be randomly selected from the panel and will be seated in the jury box six feet apart from all other persons in all directions and questioned by the court and by the attorneys for the State/Plaintiff(s) and the Defendant(s). In the discretion of the trial judge, more than six (6) potential jurors may be seated in the jury box and other areas adjacent to the jury box so long as social distancing is maintained. The remaining potential jurors shall not be seated in the courtroom but shall stay in the designated jury assembly area(s). The attorneys/parties shall not re-examine the jurors about their responses to the questionnaire except to ask follow-up questions when needed.
 - C. Jurors who are accepted by the parties will be excused and advised that they will be contacted when to report for the beginning of the trial. At the time of their release, selected jurors shall execute and receive a copy of the Juror Responsibility Form attached hereto as Exhibit C.

- D. This process will continue until the full jury, including any alternates, has been selected.
 - E. Counsel shall remain seated at counsel table during juror examination.
13. All court personnel, jurors, attorneys, parties, victims, witnesses and spectators shall wear masks while in the courtroom and in the courthouse. Whenever possible, jurors will be provided clear plastic face protector devices so that their faces may be seen. During the initial inquiry (described in Paragraph 3 above) the parties will be informed if the clear plastic devices are available during trial. If any individuals fail to bring a mask, a mask will be provided. Persons who refuse to wear a mask will be escorted from the courthouse. The presiding judge may order a juror answering questions during voir dire or a testifying witness to temporarily remove his or her face covering so that facial expressions may be observed. Face coverings removed for this purpose may only be removed while the juror or witness is actively speaking and only if he or she is socially distant from any other person. In addition, the presiding judge may, upon a showing of good cause and after consideration of all appropriate health concerns, exempt a criminal defendant from the requirement to wear a mask/face covering during his or her jury trial.
 14. Trial jurors shall be empaneled by affirmation and shall be seated in the courtroom at proper social distancing and at locations which maximize to the fullest extent possible their view of the witness stand, the attorneys, the parties/defendant and the judge as well as maximizing their ability to hear the witness, the attorneys and the judge.
 15. Spectators shall be seated in a manner that will allow for social distancing in the remaining seating in the courtroom, although no spectator shall be seated closer than ten feet to any juror. If sufficient seating is not available in the courtroom, arrangements shall be made to allow spectators to listen to the trial via WebEx or other remote access approved by the presiding judge. The number of spectators in the courtroom will be limited to family members and members of the news media.
 16. Opening and Closing arguments of counsel shall take place at the bar, with or without a podium, with the jury seated in the courtroom. Provided plexiglass is installed at the location established for opening and closing arguments, counsel shall be allowed to remove their masks from their nose and mouth during opening and closing arguments. The plexiglass and podium (if used) shall be disinfected between arguments. At all times during arguments, counsel shall remain six (6) feet from all other persons in the courtroom.
 17. Witnesses called to the plexiglass-protected witness stand shall remove their masks from their nose and mouth during their testimony. Attorneys who are granted permission to approach the witness will be required to maintain social distancing. The judge may allow the witness to wear a clear plastic face covering. The witness stand, plexiglass and microphone will be disinfected before the next witness takes the stand.

18. To the extent possible, attorneys/parties are required to prepare and provide marked original exhibits that they plan to use at trial and provide copies of the marked exhibits to opposing counsel, the judge, and the court reporter prior to the beginning of trial; and to each witness who will testify regarding the exhibit prior to the witness taking the stand. The witness will take his or her copies to the stand to avoid the unnecessary passing of documents.
19. Exhibits in the form of documents and photographs shall be published electronically on a screen that is sufficiently large for all jurors to view from their seats in the jury box. If exhibits cannot be published electronically, they shall be published in a manner acceptable to the presiding judge that protects the health and safety of the jurors. Physical exhibits such as articles of clothing, firearms, or other weapons will be shown to the jurors by the attorneys or a bailiff in front of the plexiglass screen that separates the jury box from the rest of the courtroom.
20. If juror notebooks are used for the publishing of exhibits, they shall be in a binder or plastic folder that can be easily cleaned with a disinfecting wipe. The court will provide instructions to the jury as to how they are to be left, safely gathered and stored to prevent cross-contamination and maintain confidentiality.
23. Jurors shall be instructed to bring their own pencils or pens. If pencils or pens need to be provided to jurors by the court, they will be either new pens or properly disinfected pens prior to a juror's use.
24. If jurors are allowed to take notes during their jury service, the court will provide instructions as to how they are to be left, safely gathered and stored to prevent cross-contamination and maintain confidentiality.
25. Counsel shall remain seated at counsel table during witness examination and social distancing shall be complied with at counsel tables.
26. No one will be allowed to approach the bench, the witness, the clerk of court or the court reporter without the prior permission of the court.
27. If attorneys need to consult privately and confidentially with their clients during the trial, a room will be made available for that purpose and social distancing shall be maintained by counsel and their clients during any such meetings.
28. Bench conferences shall not be allowed. If lengthy conferences need to be conducted, the jury will be excused and allowed to leave the courtroom and given a definite time in which to return. Longer conferences will take place in the courtroom during the jury's absence. Shorter bench conferences can take place in a nearby room while the jury remains seated in the jury box. These shorter conferences will not be taken down by the court reporter but counsel for the parties or the presiding judge may provide a short summation of the conference for the record when the jury is away from the courtroom. If issues requiring a bench conference or hearing can be foreseen by counsel, the court will

schedule those to be heard in the courtroom prior to the time the court requires the jury to appear, to avoid unnecessary delay in the trial.

29. Jury deliberation shall take place as follows:
- (A) Deliberations in Greensboro shall take place in the former 3rd floor Jury Assembly Room back room or; if more than one jury trial is in progress, in an available vacant courtroom with all jurors seated so that they are socially distanced.
 - (B) In High Point, deliberations shall take place in the Martin Courtroom.
 - (C) Once the jury has reached a verdict, court will reopen, and the court will proceed with the taking of the verdict.
30. All jurors, court personnel, attorneys, witnesses, parties and spectators shall be screened daily for COVID-19 by requiring each to complete the Screening Sheet attached hereto as Exhibit D. In addition, security personnel shall take the temperature of all individuals entering the courthouse. The screening sheets shall be collected, reviewed by the judge and placed in a sealed envelope.
31. If, during the trial, a juror, defendant, attorney, witness, or one of the courtroom personnel becomes symptomatic, tests positive for COVID-19 or has a known exposure to someone who tested positive for COVID-19, the COVID-19 Coordinator shall be notified immediately. The COVID-19 Coordinator shall in turn notify the Guilford County Health Director. The Health Director, in accordance with the directives of the Chief Justice and CDC guidelines, shall consult with the trial judge and recommend the appropriate action to be taken by the trial judge to ensure the health and safety of all individuals involved in the trial. The trial judge, in his or her discretion, may resume the trial, order a delay in the trial's resumption, continue the case until a later date, or declare a mistrial.
32. Except as are specifically modified herein, all prior Administrative Orders relative to Superior and District Courts in the 18th Judicial District remain in full force and effect.
33. This Administrative Order shall also remain in full force and effect until modified or revoked.

This the _____ day of September 2020.

John O. Craig, III
Senior Resident Superior Court Judge

Teresa H. Vincent
Chief District Court Judge

Amanda J. Leazer
Trial Court Administrator
COVID-19 Coordinator

EXHIBIT A



To: Jurors summoned for Jury Service During COVID-19

From: 18th Judicial District Executive Committee

Committee Members:

Honorable John O. Craig, III, Senior Resident Superior Court Judge

Honorable Teresa H. Vincent, Chief District Court Judge

Honorable Avery Crump, District Attorney

Honorable Lisa Johnson-Tonkins, Clerk of Superior Court

Honorable John Nieman, Public Defender

Amanda J. Leazer, Trial Court Administrator and COVID-19 Coordinator

At this time, the Chief Justice of the North Carolina Supreme Court has directed that a Jury Trial Resumption Plan be created prior to the issuing of juror summonses and the beginning of jury trials in all judicial districts throughout the state. The 18th Judicial District Executive Committee in consultation with local officials including sheriffs, public health directors and members of the bar, has adopted a plan that complies with each of the emergency directives of the Chief Justice and conforms to the best safety practices of the Judicial Branch COVID-19 Task Force as set forth in *NCAOC's COVID-19 Field Guidance for Local Judicial Officials*. The complete Jury Trial Resumption Plan, all COVID-19 administrative orders entered by the Senior Resident Superior Court Judge and the Chief District Court Judge, the directives of the Chief Justice and the *NCAOC's COVID-19 Field Guidance* are available on either your county's page or the Judicial Branch COVID-19 page at <https://www.nccourts.gov>.

Jury service is one of the cornerstones of our system of justice, expressly provided for in the United States Constitution and the North Carolina Constitution. The Courts of our state have an obligation to uphold the constitutional rights of its citizens, including the right to a jury trial. However, the 18th Judicial District Executive Committee takes public health very seriously and will make every effort to attempt to minimize your health and safety concerns during your jury service. In that regard, I want to share with you in advance some of the major precautions and procedures that will be implemented when jury trials resume.

1. By order of the Chief Justice all persons entering the courthouse and courtrooms are required to wear a mask or face covering that covers the nose and mouth. These coverings are always to be worn when you are in the courthouse (hallways, stairways, elevators, bathrooms) and the courtroom and jury assembly rooms. There are exceptions for those who cannot wear a face covering due to health or safety reasons. If you have a

health or safety reason as to why you cannot wear a face covering please bring proof of the same with you at the time of your reporting for jury service. If an individual forgets to bring a face covering one will be provided.

2. If a juror fits into any of the following categories, they **shall not** attend any jury proceedings:
 - a. Have traveled out of the state of North Carolina within the preceding 14 days;
 - b. Are experiencing fever, cough, shortness of breath new loss of taste or smell, vomiting/diarrhea, new body aches, or sore throat;
 - c. Have been directed to quarantine, isolate, or self- monitor;
 - d. Have a known exposure to COVID-19 in the last 14 days;
 - e. Have been diagnosed with COVID-19 in the last 10 days;
 - f. Reside with or have been in close contact with any person in any of these categories.

Notices have been posted at each entrance to each courthouse directing that any person falling into any of these categories shall not enter the courthouse.

If you fall into one of these categories, you need to contact the Clerks' office and advise as to which category you are in. Do not report for jury service if you are in one of these categories. Your jury service will be deferred.

3. If you are a high-risk individual for COVID-19 (age 65 or older or who have certain underlying medical conditions listed by the CDC as high risk), please contact the Clerk's office and provide them with information regarding your status as a high risk individual. Your jury service will be deferred or excused based upon which high risk category you are in.
4. **Prior to reporting for jury service you shall watch "YOU THE JUROR", a juror orientation video at <https://www.nccourts.gov/help-topics/jury-service/jury-service>. You are also encouraged to read "Jury Service During Covid-19 FAQ" at <https://www.nccourts.gov/covid-19#jury-service-frequently-asked-questions-8919>. If a juror cannot get computer or smart phone access to the juror orientation video, please contact the clerk's office prior to your report date to schedule an appointment with the clerk to view the video prior to your report date.**
5. In accordance with local Administrative Orders and the Chief Justice's directives, hand sanitizers containing at least 60% alcohol composition are available at all elevators; facilities and high touch areas (doorknobs, water fountains, handrails, elevators walls and buttons, bathroom faucets and dispensers, and service counters) are cleaned and sanitized frequently according to CDC guidelines.
6. Courtroom seating is restricted and marked at six-foot social distancing in all directions. Spaces where the public and jurors will congregate will be marked at intervals of six feet to ensure social distancing.
7. Plexiglass has been installed at the judge's bench, the clerk's workstation, the witness stands and some other areas in the courtroom. These have been placed in these locations for the health and safety of court personnel and persons entering and sitting in the courtrooms.

8. Courtroom doors will be marked as entrance and exit doors. Upon arrival for jury service you will go directly to the jury assembly room, sanitize your hands, and take a seat that has been marked for social distancing seating. Jurors and all other individuals shall maintain 6-foot social distancing while waiting to enter or exit and while entering and exiting the courtroom.
9. Further jury orientation will be in the jury assembly room and jury selection shall take place in the courtroom in accordance with the Jury Trial Resumption Plan.
10. The trial itself will take place in the courtroom. Selected jurors shall be seated in marked seating, six feet apart in all directions in locations that maximize the jurors' ability to see and hear witnesses, attorneys, parties and the judge. If you cannot hear or see the witness, or the attorneys, parties or the judge, please bring that to the attention of one of the bailiffs who will notify the presiding judge immediately so that it may be remedied.
11. All oaths of jurors and witnesses shall be by affirmation.
12. Jurors are advised to bring their own pencils and pens for their personal use during their jury service.
13. Witnesses will testify from a plexi-glassed witness stand to allow the witness to testify without a face covering about the witness' nose and mouth. Counsel will be allowed to give opening and closing arguments without a face covering about the attorney's nose and mouth when speaking from behind plexiglass.
14. Jury deliberations shall take place as follows:
 - (A) Deliberations in Greensboro shall take place in the old 3rd floor Jury Assembly Room back room or in an available vacant courtroom with all jurors seated socially distanced.
 - (B) In High Point, deliberations shall take place in the Martin courtroom.
 - (C) Once the jury has reached a verdict, court will be reopened, and the court will proceed with the taking of the verdict.
15. All jurors, court personnel, attorneys, witnesses, parties and spectators shall be screened daily for COVID-19 by requiring each to complete the Screening Sheet attached hereto as Exhibit C. These screening sheets shall be collected, reviewed by the presiding judge and placed in a sealed envelope. In addition, all courthouse entrances are equipped with instruments shall take the temperature of all individuals entering the courthouse.
16. **If during your jury service, you begin experiencing COVID-19 symptoms or have a recent exposure to COVID-19 while at home or away from the courthouse, please contact the clerk's office to report your symptoms or exposure. DO NOT APPEAR for jury service until notified to do so and DO NOT APPEAR in person to report this information.**
17. **If during your jury service you begin experiencing COVID-19 symptoms while at the court facility, please bring that to the court's attention immediately by notifying the bailiff.**
18. If a juror, party, attorney, witness, judge, or other courtroom personnel becomes symptomatic, tests positive with COVID-19 or has a known exposure to someone who tested positive for COVID-19 during the trial, the COVID-19 Coordinator, in consultation with the presiding judge and the County Health Director, and in accordance with the directives of the Chief Justice and CDC guidelines, shall determine the

appropriate action to be taken to ensure the health and safety of all individuals involved in the trial.

19. If at any time during jury service, a juror has a concern about his/her health or safety due to a lack of safety measures or because guidelines or directives are not being followed (i.e. social distancing is not being properly practiced, lack of hand sanitizer at appropriate locations, face coverings are not being properly worn), the juror should bring his/her concerns to the bailiff so that the court can properly and quickly address them.
20. To contact the Clerk's office in your county please use the following numbers:

Greensboro:

High Point:

The Judicial District Executive Committee thanks you for your jury service and certainly hopes that these precautions alleviate any concerns you may have had regarding your jury service.

Exhibit B
JUROR QUESTIONNAIRE

_____ V. _____

FIRST NAME: _____ LAST NAME: _____

1. Year of Birth: _____ Age: _____
2. Place of Birth: _____
3. Number of years have you lived in Guilford County: _____
4. What part of Guilford County do you live in? _____
5. Race:
 ___ American Indian or Alaska Native ___ Asian
 ___ Black or African American ___ Hispanic or Latino
 ___ Native Hawaiian or Other Pacific Islander ___ White
6. What is your educational background?
 ___ GED ___ High School Diploma ___ Bachelor's Degree
 ___ Master's Degree ___ Doctorate
7. Current marital status:
 ___ Single ___ Married ___ Separated ___ Divorced
 ___ Widowed ___ Living with significant other
8. If married or living with another person, what is that person's job or occupation?

9. If married or living with another person, what is that person's educational background?
 ___ GED ___ High School Diploma ___ Bachelor's Degree
 ___ Master's Degree ___ Doctorate
10. Have you ever been in military service?
 ___ No ___ Yes
 If yes, what branch?
 ___ Air Force ___ Army ___ Coast Guard ___ Marine Corp
 ___ Navy
 How many years?

11. To your knowledge, do you know anything about this case including the parties in the case?

No Yes

If so, explain your source and information you may have:

12. This trial may last in excess of _____. Would that create a hardship?

No Yes

If a hardship is created, please explain fully:

13. Do you have any medical or physical condition that would create a hardship if called upon to serve?

No Yes

If so, please explain fully:

14. Have you or anyone close to you ever been diagnosed with and/or treated for a mental illness?

No Yes

If yes, please describe what happened:

15. Do you have any physical or psychological disability that might interfere with or prevent you from serving as a juror?

No Yes

If yes, please describe:

16. Are you presently taking any medications that might interfere with or prevent you from serving as a juror?

No Yes

17. If you have children (including stepchildren, etc.) please state for each child:

- Child's sex
- Age
- Whether child lives in your home
- Education level of child
- Child's occupation
- Child's marital status

18. Does anyone else live in your home?

____ No ____ Yes

If yes, what is their relationship to you, age, and occupation?

19. Do you use TV, Internet, radio, or other media sources to read about the law, crimes, police crime scenes or correction facilities?

____ No ____ Yes

If yes, what sources do you use? What shows do you watch?

20. What magazines, newspapers or TV news do you read?

21. Please list your hobbies and favorite recreational activities:

22. Please list all groups or organizations in which you participate or are a member (ie church or church groups, unions or professional organizations, volunteer activities, educational or political groups, neighborhood groups or self-help groups, business, civic, or social organizations):

- _____
- _____
- _____
- _____
- _____

23. Are you currently (check all that apply):

Employed, full-time Disabled Unemployed
 Retired Self-Employed Homemaker
 Student

a. How long have you been employed/unemployed/disabled/retired/etc:

b. If you are retired, what was your last job or occupation?

c. If you are unemployed, what is your customary work?

d. What is your current occupation and employment?

24. Have you ever served on a grand jury in either Federal or State Court?

No Yes

25. Have you ever served on a trial jury in either Federal or State Court?

No Yes

If yes,

a. Federal State

b. How long ago? _____

c. Where? _____

d. Did you deliberate as a Juror? No Yes

e. Did you reach a verdict? No Yes

f. Were you the foreperson? No Yes

g. Was it a hung jury? No Yes

26. Have you ever had contact with the Guilford County District Attorney's Office?

No Yes

If yes, please list which Assistant District Attorney(s) and describe what that entailed:

27. Have you ever sought the services of an attorney?

No Yes

If yes, please describe:

28. Have you or anyone else close to you ever been a suspect in, arrested for, or charged with a criminal offense, including DWI and traffic tickets?

No Yes

If yes, please describe what happened:

29. Have you or anyone close to you ever been the victim of any crime?

No Yes

If yes, please describe what happened and the outcome:

30. Have you or anyone close to you ever been an eyewitness to a crime, whether or not it ever came to court?

No Yes

If yes, please describe what happened:

31. Have you or anyone close to you ever been employed by, applied for a job with, or related to any law enforcement agency or in the justice system?

No Yes

If yes, which one(s):

Sheriff's Office Police Department FBI
 IRS SBI (State Bureau of Investigation)
 District Attorney's Office U.S. Attorney's Office
 Attorney Detective Security
 Court related agencies Other: _____

32. Have you or anyone close to you ever worked in a prison, jail or detention center of any sort?

No Yes

If yes, which one(s)?

Prison: _____

Jail: _____

Detention Center: _____

33. Do you have any religious, moral, or ethical beliefs that would prevent you from sitting in judgment in a case and rendering a fair verdict?

No Yes

If yes, please explain in detail:

34. In general, would you have any problem following and applying the judge's instruction on the law?

No Yes

35. Would you be more likely to believe the testimony of a police officer or any other law enforcement officer because of his/her job?

No Yes

36. Would you be less likely to believe the testimony of a police officer or other law enforcement officer because of his/her job?

No Yes

37. Would you have any problem following the court's instruction that the defendant in a criminal case is presumed to be innocent unless and until proven guilty beyond a reasonable doubt?

No Yes

38. Would you have any problem following the court's instruction that the defendant in a criminal case does not have to take the stand or present evidence, and it cannot be held against the defendant if heshe elects to remain silent or present no evidence?

No Yes

39. Would you have any problem following the court's instruction in a criminal case that just because someone is arrested, it does not mean that the person is guilty of anything?

No Yes

40. Would you have any problem during jury deliberations in a case discussing the case fully but still making up your own mind?

____ No ____ Yes

Juror Signature

Juror Number

Date

EXHIBIT C

STATE OF NORTH CAROLINA

IN THE GENERAL COURT OF JUSTICE

COUNTY OF GUILFORD
DIVISION

_____ COURT

FILE NUMBER:

STATE OF NORTH CAROLINA)

VS)

JUROR RESPONSIBILITIES

_____)

Defendant.

As a juror selected in the above captioned case, I understand that I have these duties and responsibilities:

1. I understand I've been selected for jury duty. If I do not come back when I am informed to be here for jury duty, I may be held in contempt of court.
2. I will serve for the duration of the case. During the trial of this case, I will pay attention to the evidence and I will base my verdicts solely on the evidence as presented in court and on the law as instructed by the presiding judge.
3. I will not talk with any fellow juror about the case until instructed by the judge. I understand that the only place this case may be talked about is in the jury room, and then only after the jury has begun deliberations, after hearing all the evidence, closing arguments by the attorneys and instructions on the law from the judge.
4. I will not talk about this case with anyone else or allow anyone else to talk with me or say anything in my presence about this case, until the case has concluded. If anyone communicates or attempts to communicate with me or in my presence about this case, I will notify the bailiff of that fact immediately, who will then notify the judge.
5. I will not form an opinion about the case, nor will I express to anyone any opinion about the case, until the presiding Judge has instructed the jury to begin its deliberations.

6. I will not read, watch, or listen to any media accounts of the jury selection or the trial.
7. I will not go to the scene where the events of this trial are alleged to have taken place, nor will I attempt to personally investigate any aspect of the case in any source whatsoever.
8. In the event anyone seeks to talk to me about the case, I will not share the nature of the conversation with any of my fellow jurors, but I will bring that matter to the attention of the bailiff as soon as possible.
9. If at any time during my jury service I have a personal emergency, begin experiencing any COVID-19 symptoms while at home or in the court facility, test positive for COVID-19, have a known exposure to someone who has tested positive for COVID-19, or have a concern about my health or safety due to a lack of safety measures or because guidelines are not being followed (e.g. social distancing is not being practiced, face masks are not being worn properly or where required, or there is a lack of hand sanitizer available) I will bring that to the attention of the bailiff immediately.

Juror's signature: _____

Printed name of juror: _____

Telephone: *Home:* _____ *Office:* _____

Cell: _____

EXHIBIT D

STATE OF NORTH CAROLINA
COUNTY OF GUILFORD

IN THE GENERAL COURT OF JUSTICE
_____ COURT DIVISION
File No. _____

STATE OF NORTH CAROLINA)
VS.)
_____,)
Defendant.

COVID-19 SCREENING AFFIRMATION

1. I am a _____(juror, bailiff, clerk, attorney, judge, witness, spectator) in the above referenced trial.
2. I have **not** travelled outside the state of North Carolina within the preceding 14 days.
3. I am **not** currently experiencing fever, cough, or shortness of breath.
4. I have **not** been directed to quarantine, isolate, or self-monitor for COVID-19.
5. I have **not** been knowingly exposed to COVID-19 within the preceding 14 days.
6. I have **not** been diagnosed with COVID-19 within the preceding 10 days.
7. I do **not** reside with nor to my knowledge have I been in close contact with any person in any of the above categories.

This the ____ day of _____, 20____.

I affirm, under the penalties for perjury, that the foregoing representations are true.

Signed name

Printed name

*This document is not a public record. It should be filed with other confidential juror excuse information that is maintained pursuant to G.S. 9-6(e) and G.S. 9-6.1(b)