

# JURY MANAGEMENT – JURORS REPORTING

Submitted by Annie Long – Calaveras

January/2010

We are a small court and we do not have a jury assembly room. We are in the design stage of planning our new courthouse, which of course will include a jury assembly room.

When you have more than one trial scheduled in various courtrooms, how do you manage your jurors? If you are expecting a couple hundred jurors, how do you inform them as to what courtroom to report to? Do you make an announcement; do you have some type of electronic sign that states what groups are to report to what courtroom? Any input you can provide will be greatly appreciated.

1	Isabel Nunes	In Humboldt County all pools report to our jury assembly room, once attendance is taken and we have a count we inform our Court Manager who instructs us how many to what courtroom depending on what that days situation is. This morning for instance we had two trials starting, we had in attendance 101 potential jurors and did as 50/51 split.
2	Edwina Harper	In Yolo County, we have a very small jury assembly room (we can seat 60 to 65 jurors comfortably). I currently bring in one group at a time so if I have three trials starting on a Monday morning, I bring in the first group at 8 am, the second group at 9:15 am, and third group at 11 am. If we have an afternoon trial, we bring in the group at 12:30 pm. If there are any delays in the courtroom and they are not ready for their group, I will move their group out into the hallway to wait and move the new group into the JAR so that I can conduct orientation and prepare the group for their trial. We are also in the planning stages for a new courthouse. At a minimum, I have asked that the JAR be able to hold 250 to 300 jurors. This way I can bring in several groups at one time, conduct orientation only once instead of 3 to 4 times in a day, randomly assign them to a panel, and then have them ready to go to the courtrooms whenever the bailiffs come to take them to their respective courtrooms. The judges will let me know how many jurors they will need and I will randomly select that number from those in attendance and assign them to a panel number set up for the trial department.
3	Lynda Pierini	In Madera once jurors appear and are given attendance and orientation is done, the judge will let us know when they are ready for the jurors in the courtroom, we then will decipher ( <b>by group #</b> ) what jurors will go where.  Our jurors are not allowed to enter a courtroom until the judge deems it necessary. Prior to having a jury assembly room our jurors would filter our hallways by standing, sitting, laying whatever accommodations we could offer (which was not much). When it was time for jurors to enter the courtroom, we would walk thru <u>ALL</u> hallways and surroundings letting jurors know what group #'s were going into what courtroom. We really had it down pretty good and did not lose very many stragglers. The announcement was made with our voices and mine carries very well. Hope this helps

## JURY MANAGEMENT – JURORS REPORTING

4	Therese Phelps	Plumas County is also a small court with no jury assembly room. We hold all jury trials in our Dept. 1 courtroom and that is where the jurors are instructed to report for service. We do not hold two trials at the same time.
5	Carol Sharek	Tehama County does not have a jury assembly room. Thanks, Carol