



REVISED AND UPDATED

**SANTA BARBARA COUNTY SUPERIOR COURT
JUDGE ARTHUR A GARCIA
JUVENILE DIVISION SMJ1**

PERMANENT Remote Hearing Instructions

REMOTE HEARING INSTRUCTIONS DURING COVID-19 PANDEMIC

Hearings will proceed by either Courtcall (telephonic hearing fee applies), or beginning May 22, 2020, by Zoom (videoconference hearing) for Juvenile Courtrooms in Santa Maria and Santa Barbara

For Courtcall appearances:

Please refer to the Appearance by Courtcall information.

For Zoom appearances:

Zoom is a videoconference program. Your hearing is called a “meeting” in Zoom. You can access Zoom on your phone, tablet, or PC with an internet connection.

Before your hearing date:

- Visit www.zoom.us for more information on how Zoom works and how you can join meetings. Zoom works on computer desktops and most smartphones.
- Test the Zoom audio and video functions on your device **before** your hearing. Visit <https://zoom.us/test> for more information on how to test your device.

On your hearing date – at least 5 minutes prior to the hearing start time:

- Log onto www.zoom.us through your internet browser or through the app on your mobile device.
- To join the hearing, click on “JOIN A MEETING”
- Enter the meeting ID number and click “Join”
- If you do not have the ability to access Zoom on a smartphone, tablet or PC, you can participate by telephone.

Meeting ID: 160 317 2015

Password: 3553966

Dial one of the following:

+ 1 669 254 5252

+ 1 551 285 1373

During the hearing:

- **The Court may terminate the remote appearance if participants do not comply with the below requirements:**
- Participants shall display their legal name used on the court paperwork on the videoconferencing screen;
- If the party is NOT a parent/party to the hearing but are the grandparents, resource parent, etc, please include the child's name in parenthesis. This will avoid cases being called and not knowing they were in the waiting room for that case.
- Participants shall ensure that they have sufficient battery power for the entire remote video appearance, including having a charger readily available, and access to enough cellular data and/or Wi-Fi for the duration of the remote video appearance;
- Participants must be in a stationary location, they must not be driving or be a passenger in a moving vehicle; including public transportation;
- Participants must ensure there is no background noise or disturbances from their location
- Participants appearing via camera must ensure they have consistent lighting, ensuring the participant can be seen;
- After you join the hearing, you will be placed into a "waiting room." When the Court is ready to start the hearing, if your case is on the calendar, the Court will move you from the waiting room into the main hearing;
- Participants **shall not** record or broadcast the Zoom meeting;
- Participants **shall not** share their screens or give the Zoom meeting number and password to non-parties.
- Participants *must* act with the same degree of courtesy, decorum, use of appropriate language, and courtroom etiquette as required for a personal courtroom appearance
- Participants must dress appropriately and in the same manner as for a personal appearance in court, and not wear sunglasses or hats;
- Participants must not speak until it is their turn to speak or their case is called; speak slowly, avoid interrupting others, and identify themselves by name each time they speak

For assistance with Zoom:

Visit Zoom Support for more information at www.support.zoom.us