

PREPARATIONS FOR HIGH PROFILE ELECTION CASES

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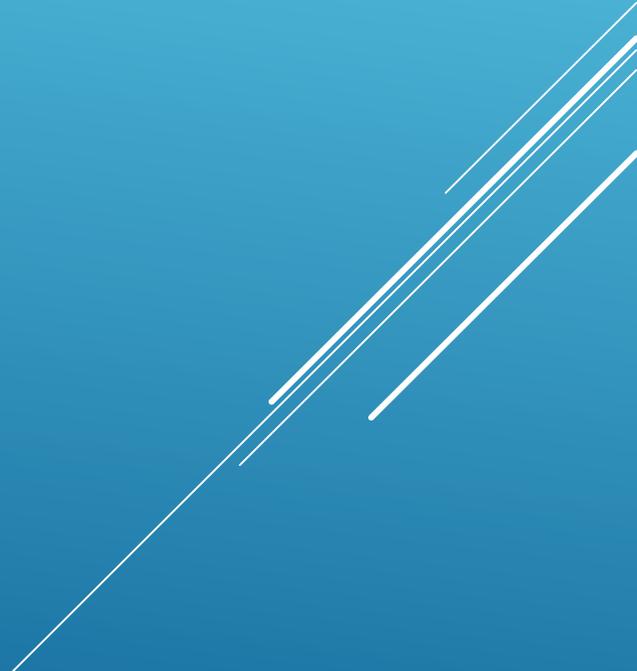
Janet Johnson

Clerk of the Supreme Court

Kevin Kluge

AOC Administrative Services Director

MATERIALS

- Planning document (template for individual court use): <https://www.azcourts.gov/educationservices>
 - Sample Admin Order for high-profile webpage
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COMMUNICATIONS

You're already behind

Stakeholders:

Local judicial leadership, CJ, AOC

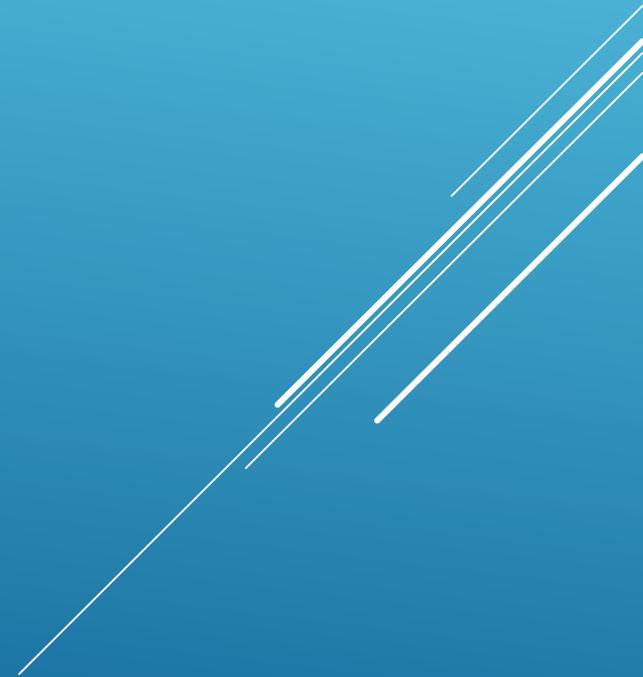
Designated hearing officer, JA, Clerk

Election officials

Appellate clerk

PIO

Media



COMMUNICATIONS

High-profile webpage as one point of contact for media and public

Post official records ASAP, who posts?

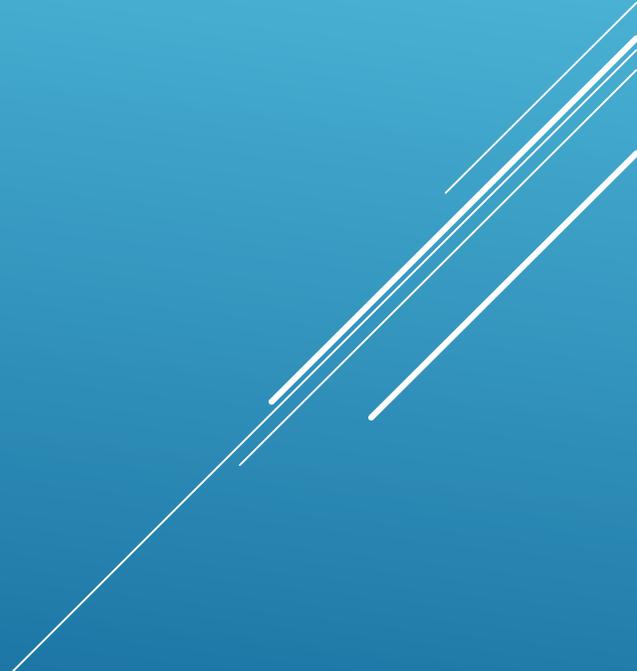
Who talks to the media (TV, radio, print, digital)

PJ: Admin Order authorizing posting records to a designated high-profile website (Supreme Court Rule 123(g)(3)). Template in materials

COMMUNICATIONS

Clerks notify AOC PIO of stages in trial court cases

IT infrastructure: Capacity for volume, preparation against DoS attacks, hardware/software for onsite/offsite

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CASE PROCESSING AND THE COURTROOM

- Designate staff to file and process filings with back-ups
 - Create an alternative to eFiling – secure email to provide only to counsel/parties for filing
 - Identify on-call judge, JA, clerk - quickly resolve matters
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CASE PROCESSING AND THE COURTROOM

- Establish contacts with Supreme Court (MS groups)
 - Notice of Appeal
 - Final ME
 - Record
 - Communicate with PIO, security, external stakeholders re case decisions
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CASE PROCESSING AND THE COURTROOM

- Expect increase volume of phone calls/emails
- Identify alternative methods of communicating with counsel
 - Alternative phone number for counsel, PIO, security
 - Mobile phone contacts for emergencies/after hours
- Identify alternative sites for regular operations
 - Consider relocating, delaying FCRB, mediation, community events, etc.
- Expect increase volume of postal mail

COURTHOUSE SECURITY AND FACILITIES

Stakeholders:

Court security

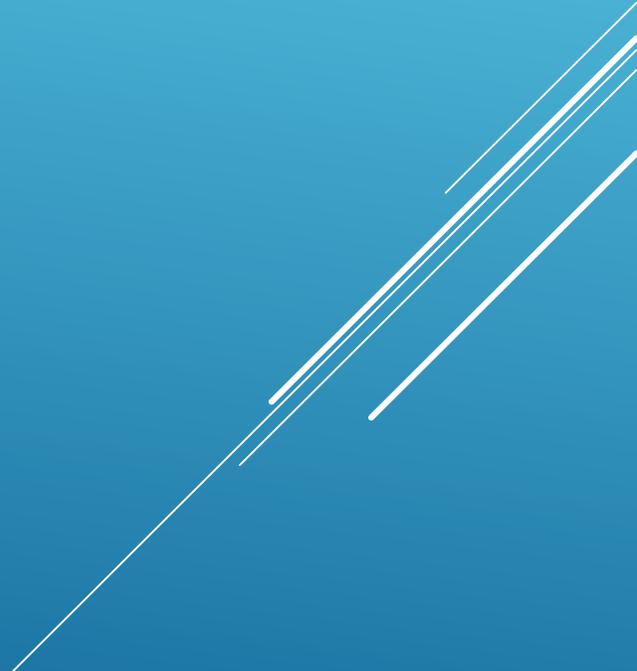
Court facilities

DPS, County, Local law enforcement

AZ Dept of Administration or County BOS or City Council

AOC

PIO



COURTHOUSE SECURITY AND FACILITIES

What might be different:

- Clear, physical barriers installed as needed

- Permission to close streets or other areas of public access

- Permits for 1st AM zones

- Parking for media trucks, places for media tents

COURTHOUSE SECURITY AND FACILITIES

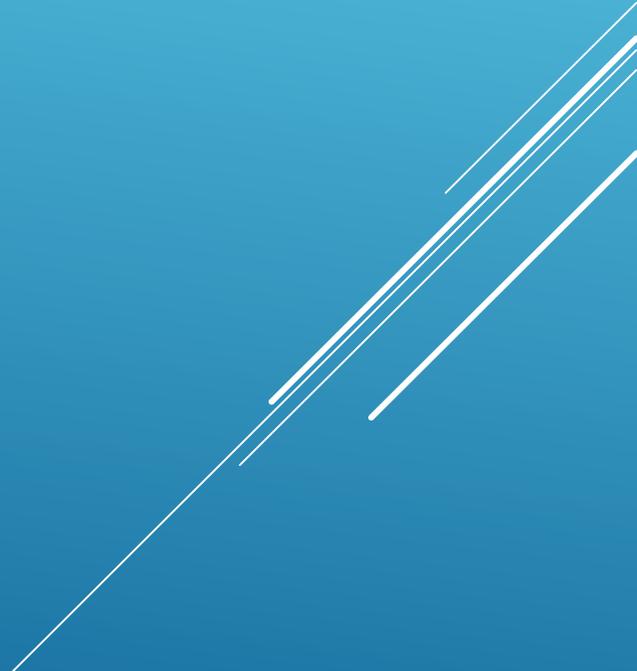
What might be different:

Parking for judges, staff, attorneys, parties. Are locations secure, accessible, or do they need to be temporarily adjusted?

Teleworking to minimize staff onsite so focus can be on necessary parties

SUMMARY

Early planning with the right contacts to provide a quick, detailed result as safely as possible while under the microscope.



WHAT QUESTIONS DO YOU HAVE?

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