

County Court at Law 6

FORT BEND COUNTY COURT AT LAW NO. 6

**PROCEDURES FOR REOPENING
(Effective June 2, 2020)**

In compliance with the local, state, and federal response to COVID-19 (Coronavirus) and in consideration of protecting the health of our community, County Court at Law No. 6 will operate under the following procedures beginning Tuesday, June 2, 2020.

Until further notice, all Court hearings will be handled via Zoom, with the following exceptions:

- Criminal Pleas
- Criminal Admonishment Docket
- Criminal/Civil Motions That Cannot Be Handled via Zoom
- Juvenile Adjudications and Certain Juvenile Hearings

If your hearing is scheduled via Zoom, you will receive an email from the Court with the Zoom link to access the hearing.

To view public court proceedings on the Court's YouTube Channel [click here](#).

CRIMINAL CASES: RESETS ARE REQUIRED FOR ALL CRIMINAL CASES; HOWEVER, THE COURT ASKS THAT DEFENSE ATTORNEYS AND DEFENDANTS ADHERE TO THE FOLLOWING RESET PROCEDURE:

RESET PROCEDURE

- Until further notice, Attorneys are required to reset their client's cases via electronic communication.
- The Defense Attorney is to obtain a Reset from the Court Coordinator, Selena Love via email at **Selena.Love@fortbendcountytexas.gov** and return the Reset with Defendant's signature.
- The Court will allow the Defendant's Attorney to sign the Reset on the Defendant's behalf, with the Defendant's permission.
- Defense Attorneys may request a Reset **no earlier** than the **Thursday before the scheduled court date**.
- **The signed Reset MUST be returned to the Court Coordinator before the close of business the day before the Defendant's scheduled court date. If the Court Coordinator does not receive the signed reset or the Defendant does not appear in Court, a bond forfeiture will be issued.**
- **It is the Defendant's responsibility to stay in contact with your bondsman and your attorney.**
- **Defense attorneys, it is also your responsibility to stay in contact with your client.**

COURT COSTS RESETS

- The Defendant is responsible for paying their balance in full by the date provided on their Court Costs Reset.
- If the Defendant is unable to pay their balance in full, they **MUST** contact the Court Coordinator via email at **Selena.Love@fortbendcountytexas.gov** or by phone at **832-471-1165**. **If the Defendant does not contact the Court and does not appear in Court on their scheduled court date, a Failure to Appear Warrant will be issued.**

DEFENDANTS WITHOUT AN ATTORNEY

- Defendants are required to obtain a Reset from the Court Coordinator, Selena Love via email at

Selena.Love@fortbendcountytexas.gov and return the Reset with Defendant's signature. Your court date **will not** be rescheduled until the Court Coordinator receives the signed reset back from you.

- If the Defendant does not have access to email, he/she is required to call the Court Coordinator at **832-471-1165** to set up an appointment to come in and sign a Reset.
- The Defendant will be required to have an attorney by their next court setting. If he/she does not have an attorney by their 2nd setting, he/she may be required to appear before the Judge in Court.
- **To inquire about a court appointed attorney contact the Indigent Defense Office at 281-341-3780.**

CRIMINAL PLEAS

- **The Court must be informed at least one week prior to the desired plea date to be added to the Plea Docket.**
- The ADA will provide the plea paperwork to the Defense Attorney.
- Plea paperwork must be completed electronically and turned into the Court Coordinator, **no later than 48 hours before the scheduled court date.**
- **If the plea paperwork is not turned in on time, the case will be rolled to the next available plea setting.**

CRIMINAL MOTIONS:

- Criminal Motions will be handled via Zoom. If there is a reason why a matter cannot be handled via Zoom, contact the Court Coordinator, Selena Love.
- A Motion and Order must be e-filed before requesting a hearing date/time.
- To request a hearing date/time contact the Court Coordinator by email **Selena.Love@fortbendcountytexas.gov**. If you are Pro-Se and do not have access to email, you may contact the Court Coordinator by phone at **832-471-1165**.
- Your hearing request MUST contain the following information:
 - The type of hearing requested
 - Whether an interpreter is necessary and the required language
 - The anticipated length of the entire hearing
 - The names of all those (attorneys, litigants/defendants, and witnesses) who will be participating in the hearing
- You will receive a confirmation email from the Court Coordinator with the Zoom meeting details (link/Meeting ID).
- The scheduling party is responsible for noticing other party/parties of the video conference hearing and details for login.

JUVENILE:

Juvenile Status and Adjudication Hearings will be scheduled by Juvenile Probation Officer Cynthia Reprogle. You may contact her via email at **Cynthia.Reprogle@fortbendcountytexas.gov** or by phone at **281-633-7350**.

CIVIL:

- The Civil Docket will be handled via Zoom. If there is a reason why a matter cannot be handled via Zoom, contact the Court Coordinator.
- A Motion and Order must be e-filed before requesting a hearing date/time.
- To request a hearing date and time contact the Court Coordinator, Selena Love by email at **Selena.Love@fortbendcountytx.gov**. If you are Pro-Se and do not have access to email, you may contact the Court Coordinator by phone at **832-471-1165**.
- Your hearing request MUST contain the following information:
 - The type of hearing requested
 - Whether an interpreter is necessary and the required language
 - The anticipated length of the entire hearing
 - The names of all those (attorneys, litigants/defendants, and witnesses) who will be participating in the hearing
- You will receive a confirmation email from the Court Coordinator with the Zoom meeting details (link/Meeting ID).
- The scheduling party is responsible for noticing other party/parties of the video conference hearing and details for login.
- Additionally, the Notice of Hearing MUST be e-filed with the County Clerk's Office.
 - The Notice MUST state the following:
 - The hearing is taking place by video conference.
 - The party/parties are to contact the Court Coordinator via email at **Selena.Love@fortbendcountytx.gov** or by phone at **832-471-1165** to receive the Zoom meeting details (link/Meeting ID).

Default and Summary Judgments:

- The Court will continue to hear these Motions by submission.
 - To schedule a hearing date, contact the Court Coordinator at the email address listed above.
 - Additionally, the Notice of Hearing MUST be e-filed with the County Clerk's Office.
 - The Notice MUST state the following:
 - The party/parties are to contact the Court Coordinator via email at **Selena.Love@fortbendcountytx.gov** or by phone at **821-471-1165**, if they choose to dispute the matter.
 - The Certificate of Service MUST contain the certified mail receipt tracking number.
- If the Notice does not contain the above information, the Judgment will not be signed by the Judge.**

JURY TRIALS:

All Jury Trials will be rescheduled to August.

PROBATE:

Probate hearings will be handled via Zoom. To schedule a contested/uncontested hearing, please contact the Probate Auditor, Norma Garza via e-mail at **Norma.Garza@fortbendcountytx.gov** or by phone at **832-471-1167**.

NOTICE OF ACCOMMODATIONS FOR AT-RISK INDIVIDUALS

Due to COVID-19 many of you are part of the vulnerable population. Individuals who are over 65 and individuals with serious underlying health conditions, such as high blood pressure, chronic lung disease, obesity, asthma, and those whose immune systems are compromised such as by chemotherapy for cancer or other conditions requiring such therapy are considered to be vulnerable populations. If you are part of this vulnerable population please contact the court via email at Selena.Love@fortbendcountytexas.gov or by phone at **832-471-1165** to advise the court regarding your need for special accommodations and a specialized docket to ensure your continued safety.

County Court 6's Schedule**Monday:**

10:00 AM – Probate Docket (via Zoom)
1:30 PM – Juvenile Docket (via Zoom/some in court)
4:00 PM - DWI Court Admonishment (via Zoom)

Tuesday:

9:00 AM - Pleas only (in court)
10:00 AM - Admonishment Docket (in court)
11:00 AM - Criminal/Civil Trial Docket (via Zoom)

Thursday:

9:00 AM - Criminal Status/Civil Docket rotating every other week (via Zoom)

Friday:

9:00 AM - Pleas (in court)
10:00 AM - Motions (in court or via Zoom)

Honorable Sherman Hatton, Jr., Judge**Office Address**

Fort Bend County Justice Center
1422 Eugene Heimann Circle, Courtroom 1E
Richmond, TX 77469

Mailing Address

County Court at Law No.6
301 Jackson Street
Richmond, TX 77469

Telephone

832-471-1165

Fax

832-471-1814

