

# Roadmap to Pandemic Operations

## Jury Services



### Public Hours

Jury Services is open Monday through Friday, from 8:00 a.m. to 4:00 p.m. Online and automated services available 24/7.

Face coverings and social distancing required at all times.

### Enhanced Safety Measures

The Court has implemented numerous measures to ensure your safety while at the Court including:

- Limited number of jurors called in
- Enforced social distancing during the entire jury process
- Required face masks at all times
- Increased cleaning and sanitization
- Restricted elevator use
- Required health screenings
- Fewer trials in session at one time
- Use of off-site and on-site alternative locations for jury pooling at every location

### Reporting for Jury Service?

Complete the online questionnaire the Juror Portal page (<https://www.sb-court.org/jury-information/juror-portal>) or contact Jury Administration at (909) 884-1858 to request mailed copy. Call the night before your scheduled appearance date to confirm the day and time you are required to report.

Summoned jurors who have health concerns related to COVID-19 may be allowed to defer their service to a future date. We emphasize that if you are ill, or with respiratory symptoms, a fever, or a cough, DO NOT report for jury service. Contact Jury Administration to request that your jury service be deferred to a future date.

### Serving as a Juror?

- Wear a face mask at all times
- Practice social distancing
- Bring hand sanitizer
- If you are ill, or have been exposed to COVID-19, DO NOT report for jury service
- Bring your jury summons
- Bring water