

COVID-19 Checklist for Criminal Justice Partners

ARREST

Citations and Arrest

- ✓ Increase **cite and release** in lieu of arrest.
- ✓ Work with justice partners to identify and adjust **arrest warrants** to citations or summons.
- ✓ Consult local EMS to determine **assessment and transport** needs for possible COVID-19-infected arrestees to healthcare facilities.
- ✓ Drop off arrestees at the **sally port** instead of entering booking area.



PROSECUTION

Charging Decisions

- ✓ Limit **filing and dismiss pending** charges.
- ✓ Avoid seeking **bench warrants** when public safety is not at risk.
- ✓ **Reduce time** for in-custody charging decisions.

Expedited Case Processing

- ✓ Institute **presumption of release** policy for cases with no public safety risk.
- ✓ Provide **discovery** within 24 hours for in-custody defendants.
- ✓ Triage pending matters for **settlement or continuance**.
- ✓ Make **offers of time served** for pretrial detainees and prioritize community supervision.



SUPERVISION

Diagnostic Assesments

- ✓ Provide **remote access** to criminal history data or use staggered shifts for in-office staff.

Supervision and Monitoring

- ✓ Identify clients to release from **conditions**.
- ✓ Adjust **drug testing** from in person to mobile devices.
- ✓ Expand use of mobile or virtual supervision methods.
- ✓ Waive any additional **fees** to the individual.
- ✓ Suspend or limit supervision **violations**.



COURTS

Court Operations

- ✓ Grant **postponements**.
- ✓ Suspend **traffic fine dockets**.
- ✓ Review **bail and conditions of release**.
- ✓ Convert, suspend, or vacate **bench warrants**.
- ✓ Extend deadlines and **speedy trial rules**.
- ✓ Postpone **jury trials**.

Fine and Fee Payments

- ✓ Waive or suspend **fines and fees**.
- ✓ Suspend **automated systems**.
- ✓ Notify **parties responsible** for collecting fines, fees, and civil enforcement payments.
- ✓ Start planning for **case backlog**.



JAIL

- ✓ Review [CDC guidance](#).
- ### Release Inmates

- ✓ Use a **jail population workgroup** to review individuals for release.
- ✓ Release **pretrial detainees** where public safety is not at risk.
- ✓ Release **sentenced inmates** early or convert to community service.
- ✓ Limit **out-of-county and federal** detainees.
- ✓ Act swiftly on **detainer cases**.
- ✓ Provide **discharge planning**.
- ✓ Release **vulnerable population**.

Screening and Treatment

- ✓ Track **sick inmates and staff**.
- ✓ Prepare **quarantine areas**.
- ✓ Develop a **transport plan** for inmates in critical condition.



Social Distancing Considerations:

- Conduct business via telephone, video, or online interfaces.
- Encourage telework and staggered shifts to reduce occupancy of work spaces by at least 50%.
- For in-person business:
 - Reconfigure to allow for at least 6 ft. distance between individuals or by using barriers.
 - Use a screening tool like [FBP's screening tool](#).

Follow general guidance on [CDC website](#) including providing ample soap and hand sanitizer, using personal protective equipment, cleaning work areas frequently, and practicing social distancing. For more information and resources visit JMI's [COVID-19 webpage](#).