

## **POLICY: ELECTRONIC DEVICES IN THE COURTHOUSE**

### **Entrance into the Courthouse: Security Screening of Patrons, Employees and Property**

All individuals entering the Courthouse through the main Courthouse entrance shall submit to appropriate security screening.

#### **Patrons**

All patrons of the Courthouse are permitted to bring mobile phones, computers, laptops, tablets and similar devices into the Courthouse. Patrons must enter the building through the main Courthouse entrance and proceed through customary security screening. This includes proceeding through a metal detector, such as a magnetometer, as well as submitting to the screening by a security official using a handheld metal detecting device. Additionally, all items that a patron brings to the Courthouse, including electronic devices, must proceed through customary security screening of such items, including screening by an x-ray machine. The Monroe County Sheriff, and those employed by the Sheriff, is the entity that will perform any security screening and has the discretion to exclude any individual or item from entrance into the Courthouse that may cause a security threat or concern.

#### **Employees**

All Court and County employees with offices in the Courthouse shall be issued a proximity card allowing access to the employee entrance. All such employees must enter and exit the Courthouse through entrances designated employee entrances. Employees of the Courthouse not entering through designated employee entrances shall submit to the same security screening as patrons of the Courthouse. Employees with workspace in the Courthouse unable to access designated employee entrances due to a disability may access the Courthouse through the main entrance without submitting to the security screening for patrons of the Courthouse. These employees must clearly display their employee identification badge in order to avoid security screening.

### **Use of Electronic Devices in the Courthouse**

There is a strict prohibition against taking photographs, videos, audio recordings or motion pictures of any judicial or quasi-judicial proceeding or in any hearing room, courtroom, or its environs. The Monroe County Sheriff, and those employed by the Sheriff, is the entity that will enforce this policy and has the discretion to confiscate devices or escort an individual out of the Courthouse, for violation of this policy.

#### **Mobile Phones in the Courthouse**

All individuals possessing a mobile phone in the Courthouse may only use this device in the office in which he or she has business. Mobile phones may not be used in hallways or common areas and must be silenced or turned off. Mobile phones must be turned off when entering a hearing room or courtroom and must remain off during the time in which an individual is inside of a hearing room or courtroom. Attorneys and self-represented litigants may use their mobile phone to access personal

calendars or case-related information inside of a hearing room or courtroom, at the discretion of the hearing officer or Judge. In this instance, mobile phones must be silenced.

### **Computers, Tablets and Similar Devices in the Courthouse**

All individuals possessing a laptop, tablet or other similar device in the Courthouse are strictly prohibited from broadcasting, transmitting or recording any court proceeding or event and any communications related to any court proceeding or event.