

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

FC 2018-007719

05/11/2020

HONORABLE MARK H. BRAIN

CLERK OF THE COURT  
A. Parmar  
Deputy

IN RE THE MATTER OF  
MICHAEL BROCKETT

JUDITH A MORSE

AND

EMILY CULLEN

TONYA MACBETH

JUDGE BRAIN

MINUTE ENTRY

Pursuant to Administrative Order no. 2020-065 *In the Matter of Restricting Physical Access to Court Facilities Due to a Public Health Emergency*,

**IT IS ORDERED** that the Trial set for **May 21, 2020 at 9:00 a.m.** (1 day allotted) shall be conducted through Go to Meeting. The parties shall appear by telephone/video.

**PLEASE READ THE FOLLOWING INSTRUCTIONS IN ADVANCE OF YOUR HEARING:**

**Judge Mark Brain's Virtual Courtroom**

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/JudgeBrain>

You can also dial in using your phone.  
United States: +1 (872) 240-3412

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

FC 2018-007719

05/11/2020

Access Code: 566-779-141

Join from a video-conferencing room or system.

Dial in or type: 67.217.95.2 or inroomlink.goto.com

Meeting ID: 566 779 141

Or dial directly: 566779141@67.217.95.2 or 67.217.95.2##566779141

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/566779141>

(1) **Downloading & Testing Software:** Upon your receipt of this minute entry, you should click on the link provided above to download the GoToMeeting application software. The software can be downloaded via a computer, smart phone, or tablet. You should ensure that you download the application software on the device you intend to use at the actual hearing. Ensure that device has a microphone and webcam (most laptops, smart phones, and tablets do).

(2) **Headphones:** It is highly recommended that you use headphones (with mini-microphones) or air pods for the audio on your device during the hearing. Furthermore, you are strongly discouraged from having multiple people (attorneys or attorney staff) grouped around a single device for participation. These measures will improve the sound quality for you, your staff, and your clients, and will create a clearer recording of the proceeding for the record.

(3) **Submission of Trial Exhibits:** If the above hearing is an **Evidentiary Hearing**, your trial exhibits must still be submitted 5 business days in advance before your hearing. You can submit your exhibits in one of two ways:

a. **Hard Copies:** You may deliver hard copies of the original exhibits to be marked for trial into this division's in box at the entry to the courthouse. Alternatively, you can now submit your exhibits electronically by emailing them to [COCCRSExhibits-DT@maricopa.gov](mailto:COCCRSExhibits-DT@maricopa.gov). If you choose to submit your exhibits electronically, ensure that each exhibit is separated by an Exhibit Slip Sheet to clearly identify individual exhibits. If exhibits are not clearly separated, they will be combined as one (1) document. The subject line of your email should include your case number, the party you represent, and the date and time of the hearing, as well as the Judge who is assigned to your case. If you do not submit your exhibits electronically, you may want to consider doing the following:

b. **Before you submit hard copies of your exhibits. Scan them into PDF files so that you can refer witnesses to them via the GoToMeeting application and ensure you have the**

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

FC 2018-007719

05/11/2020

**PDF copies saved on the device you intend to utilize at the hearing.** Service of the exhibits on the other side is still required via mail or electronic service, if both parties agree.

(4) **Admonitions:**

- a. Prepare yourself: You are responsible for ensuring that you have downloaded the GoToMeeting software in advance of the hearing. In the event that you have any technical issues with the software or access to a device, you must contact this division in advance so that we can assist you in resolving any such issues.
- b. Prepare your witnesses: You are responsible for ensuring that you provide your clients (if represented) and any third-party witnesses with a copy of the link so that they can testify during the hearing without delay.
- c. Find a Quiet, Secure Location: You must ensure that you have access to a quiet, secure room during the hearing that is free from audio and visual distractions. You must also ensure that if any minor children are in the same building with you during the hearing, that your location is sufficiently secure so that minor children cannot see or overhear things being said by any participant during the hearing, including you.
- d. Testifying Non-Party Witnesses: Testifying witnesses shall not be coached by third-parties and shall not read from documents not marked and admitted in evidence. If Ariz. R. Evid. 615 (i.e., “The Rule”) is invoked, non-party witnesses shall be instructed not to listen into the proceedings via the public bridge line below and shall only be permitted to participate in the GoToMeeting conference during their testimony.
- e. Public Access for Observers: Apart from a party’s lawyer and the lawyer’s staff, no third-parties shall be physically present in the virtual courtroom where you are participating. Interested parties or any member of the public may observe the hearing via calling into the following conference line:

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

FC 2018-007719

05/11/2020

<b>Public Access Conference Line</b>	602-506-9695 or call toll free to 1-855-506-9695
<b>Public Access Participant Code</b>	395713

**Trial Record:** All court proceedings are recorded digitally and not by a court reporter. Pursuant to Local Rule 2.22, if a party desires a court reporter for any proceeding in which a court reporter is not mandated by Arizona Supreme Court Rule 30, the party must submit a written request to the assigned judicial officer at least ten (10) judicial days in advance of the hearing, and must pay the authorized fee to the Clerk of the Court at least two (2) judicial days before the proceeding. The fee is \$140 for a half-day and \$280 for a full day.

**NOTE:** For questions regarding a minute entry you have received from this Division or for questions regarding your case, you may email the Judicial Assistant of this Division at [renee.ellison@jbazmc.maricopa.gov](mailto:renee.ellison@jbazmc.maricopa.gov).

All parties representing themselves must keep the Court updated with address changes. A form may be downloaded at:  
<http://www.superiorcourt.maricopa.gov/SuperiorCourt/LawLibraryResourceCenter/>