



DISTRICT CLERKS:

BANDERA COUNTY - TAMMY KNEUPER  
830/796-4606  
KERR COUNTY - DAWN KAY LANTZ  
830/792-2281

M. REX EMERSON  
DISTRICT JUDGE  
198TH JUDICIAL DISTRICT COURT  
KERR COUNTY COURTHOUSE  
700 MAIN STREET  
KERRVILLE, TEXAS 78028

COURT ADMINISTRATOR: CHRISTINE McENTYRE  
KERR COUNTY COURTHOUSE  
700 MAIN STREET  
KERRVILLE, TEXAS 78028  
830/792-2290

COURT REPORTER: PAULA BEAVER  
P.O. BOX 233  
COMFORT, TX 78013  
830/537-4724

**MEMORANDUM**

**DATE: October 27, 2020**

**TO: Counselors**

**FROM: Judge Emerson & Judge Pattillo**

**Re: Updated ZOOM procedures (Due to COVID-19)**

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For all hearings:

Each party must provide the party's emails on the orders setting. In the event they are not timely provided, it is the party's responsibility to set up the zoom meeting with invitation to the court and all necessary parties.

Other than parties and witnesses, do not share or post the zoom meeting information. The proceedings will be viewable on the Court's YouTube channel through <http://streams.txcourts.gov/>

All exhibits must be pre-numbered and forwarded to each party and the Court. Exhibits shall be forwarded no less than 24 hours prior to the hearing by Mail, Fed Ex or hand delivery. Contact the court coordinator at 830/792/2290 to confirm forwarding location.

The proceedings are official and shall be on the record.

All parties are instructed not to record these proceedings, only the Court Reporter can provide the official record.

Please remember that these electronic hearings are difficult for the Court Reporter to accurately record. Please speak clearly and absolutely do not talk over another person.

Please exercise proper courtroom decorum at all times.

M. Rex Emerson

Albert D. Pattillo, III