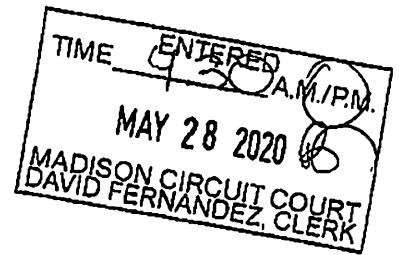


COMMONWEALTH OF KENTUCKY  
25<sup>TH</sup> JUDICIAL CIRCUIT  
MADISON CIRCUIT COURT  
DIVISION I AND DIVISION II



**ORDER REGARDING CIVIL MATTERS**

The Supreme Court of Kentucky issued Order 2020-39 on May 15, 2020 providing guidance on health and safety requirements for the expansion of court operations to begin June 1, 2020. In preparing to resume hearing civil matters in compliance with said Order, and it being necessary to implement some changes to certain Circuit Court procedures regarding the scheduling and hearing of civil matters, the Court hereby ORDERS as follows:

Civil motions shall be noticed for hearing at the customary time on the Court's regularly scheduled motion days. All filings must be mailed, eFiled, or conventionally filed using a drop-box provided outside the judicial facility.

All civil matters shall be heard remotely by video conference. No exceptions will be made unless preapproved by the Court. Due to the additional time required for video conferencing preparation, **the filing deadline for all civil motions to be heard on a regular motion day shall be at the close of business on the Thursday preceding the regular motion day.** It is counsel's responsibility to contact the Clerk's Office to register in the Court's video conferencing program (Vidyo). Instructions on Vidyo are attached hereto.

Mandatory hearings and in-person appearances for Default Judgments as traditionally required by Rule 5.01 of the Local Rules of 25<sup>th</sup> Judicial Circuit shall be suspended until further notice from the Court.

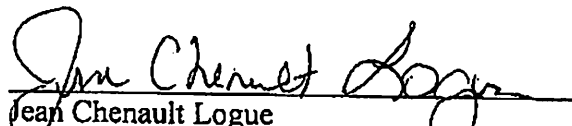
A party seeking judgment by default shall file a written motion with the Court. The motion shall not be noticed for hearing or placed on a docket when the party in default has been served but has failed to answer or file a responsive pleading. The motion shall be accompanied by a certificate of the attorney stating that no papers have been served upon him or her by the party in default. The attorney shall also tender a proposed default judgment with the motion. Upon the filing of the above, the matter shall stand submitted. The motion shall be granted without a required appearance by the movant unless the Court indicates otherwise.

For motions in civil cases involving numerous parties and/or complex legal issues, if in counsel's considered opinion extensive argument and additional time for same will be necessary, counsel is directed to initiate a group e-mail with the respective Court Administrator to obtain a special hearing date for video conference. For Division I cases, the Court Administrator may be reached at [melissaburkhart@kycourts.net](mailto:melissaburkhart@kycourts.net). For Division II cases, the Court Administrator may be reached at [shannonmadden@kycourts.net](mailto:shannonmadden@kycourts.net).

Civil jury trials shall be postponed and rescheduled for no sooner than August 1, 2020 with in-custody criminal trials taking priority over all other matters pursuant to Supreme Court of Kentucky Order 2020-40 issued on May 19, 2020.

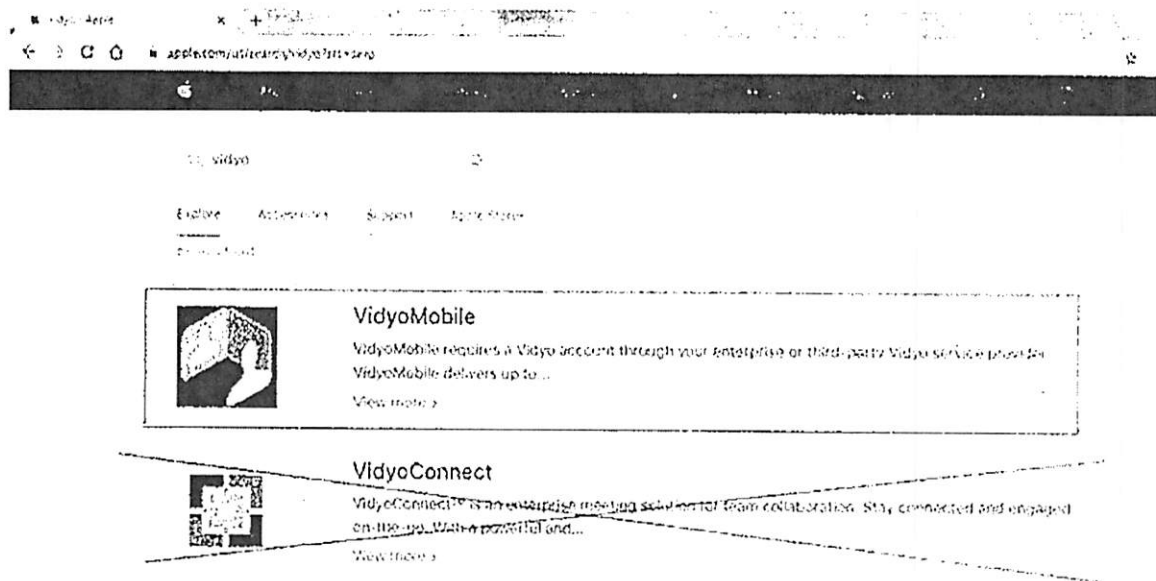
The terms of this Order shall remain in effect until further orders from the Court.

This 22<sup>nd</sup> day of May, 2020.

  
Jean Chenault Logue  
Chief Circuit Judge, 25<sup>th</sup> Judicial Circuit

## Adding the Vidyo video conferencing application on an iPhone

To add VidyoMobile to an iPhone, go to the Apple Store from your iPhone and search for "vidyo". The application you will select and download is called VidyoMobile. There is also another app called VidyoConnect, but make sure you select the Vidyo mobile app.



Once the app is downloaded and installed it will ask you to enter credentials to log in. At that point in the installation stop and just close the Vidyo app. After installation, select the link in the email invite the conference room owner sent you to join the meeting. The link below is one I generated from my account and clicking it will log you into my Vidyo conference. Everyone can use this link to test with. Once they select the link it will join them to a Vidyo room. If no one else is on the conference you will only see yourself, but it means that you successfully joined the call.

<http://vconf.kycourts.net/flex.html?roomdirect.html&key=djPdyUQyWikU6UeM4TqZiVmteLc>