
LOCAL RULES OF THE DISTRICT COURTS
AND COUNTY COURTS AT LAW
OF WILLIAMSON COUNTY, TEXAS

The Local Rules of the District Courts and County Court at Law of Williamson County, Texas are adopted pursuant to Rule 10 of the Texas Rules of Judicial Administration. These Local Rules were approved at a meeting of the judges of the District Courts and the County Courts at Law on April 30, 2024.

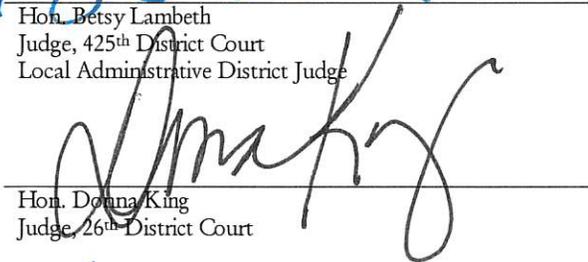
These rules apply to proceedings conducted in the District Courts and County Courts at Law of Williamson County and supersede any and all previously published Local Rules of the District Courts and County Courts at Law of Williamson County.



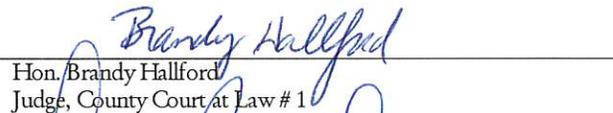
Hon. Betsy Lambeth
Judge, 425th District Court
Local Administrative District Judge



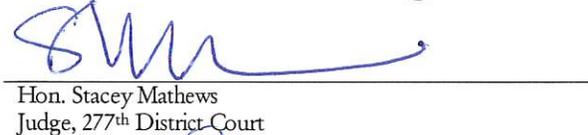
Hon. John McMaster
Judge, County Court at Law # 4
Local Admin. County Court at Law Judge



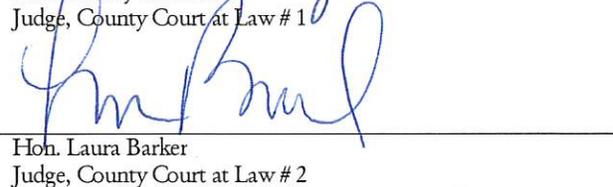
Hon. Donna King
Judge, 26th District Court



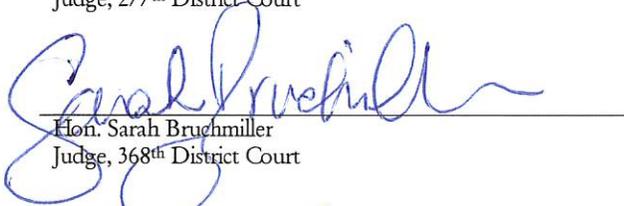
Hon. Brandy Hallford
Judge, County Court at Law # 1



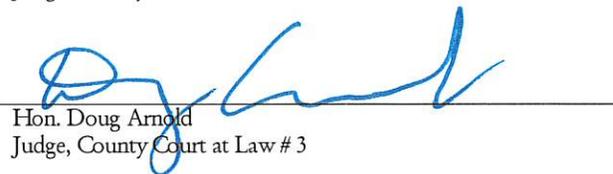
Hon. Stacey Mathews
Judge, 277th District Court



Hon. Laura Barker
Judge, County Court at Law # 2



Hon. Sarah Bruchmiller
Judge, 368th District Court



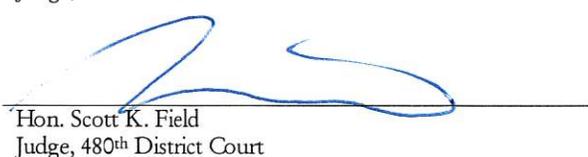
Hon. Doug Arnold
Judge, County Court at Law # 3



Hon. Ryan Larson
Judge, 395th District Court



Hon. William Ward
Judge, County Court at Law # 5



Hon. Scott K. Field
Judge, 480th District Court

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I. GENERAL RULES

A. DECORUM

1. GENERAL RULES OF COURTROOM CONDUCT

All officers of the Court, and all other participants, except witnesses who have been placed under the Rule, shall promptly enter the courtroom before the scheduled time for each court session. When the bailiff calls the Court to order, complete order should be observed.

In the courtrooms, the following conduct is not permitted:

- i. The use of tobacco;
- ii. Chewing gum;
- iii. Reading of newspapers or magazines;
- iv. Bottles, cups or beverage containers except court water pitchers and cups;
- v. Food;
- vi. Propping of feet on tables or chairs;
- vii. Talking that interferes with court proceedings;
- viii. Possession of knives or firearms;
- ix. Use of any electronic device to record or photograph any court proceedings; and
- x. Use of cell phones or any other electronic device, except by attorneys with permission of the court.

The judge, the attorneys, and other officers of the Court will refer to and address other court officers and participants in the proceeding respectfully and impersonally by using appropriate titles and surnames rather than first names. The form of address toward a judge shall be “Your Honor.” Any reference to the judge shall be to “The Court”.

The oath will be administered in a manner calculated to impress upon the witnesses the importance and solemnity of the promise to adhere to the truth.

2. CONDUCT OF ATTORNEYS

- i. Attorneys shall observe the letter of all canons of ethics, including those dealing with discussion of cases with representatives of the media and those concerning improper *ex parte* communications with the judge;

- ii. Attorneys shall advise their clients and witnesses of the local rules of decorum;
- iii. All objections, arguments, and other comments by the counsel shall be directed to the judge or jury and not to Opposing Counsel;
- iv. While another attorney is addressing the judge or jury, an attorney shall not stand for any purpose except to claim the right to interrupt the attorney who is speaking to make a proper objection;
- v. Attorneys should not approach the bench without leave of the court; should leave the courtroom only upon being granted permission to leave, and should never lean on the bench;
- vi. Attorneys shall remain seated at the counsel tables except;
 - a. when the judge or jury enters and leaves;
 - b. when addressing the judge or jury, at which time they are required to stand; and
 - c. whenever it may be proper to handle documents, exhibits, or other evidence.
- vii. Attorneys should anticipate any need to move furniture, appliances, or easels, and should make advance arrangements with the bailiff.

3. DRESS CODE

All officers of the Court shall dress appropriately for court sessions. Appropriate dress entails attire suitable for formal professional or business engagements.

Jurors, witnesses, parties and members of the public should dress appropriately, without displaying pictures or words that are derogatory, crude, offensive, profane or disrespectful to the court proceedings.

4. PHOTOGRAPHS, RECORDINGS, AND BROADCASTING OF COURT PROCEEDINGS

Consistent with a Judge's inherent power to control proceedings in order to maintain the dignity, decorum, and impartiality of the judicial process, no photographs, video recordings, audio recordings, live streaming, 'tweeting', or broadcasting of any nature is allowed without express permission from the court. A person or media entity wishing to televise, record, photograph, livestream, 'live-tweet' or otherwise broadcast a court proceeding must make such a request in writing to the Court Administrator. If said permission is granted, in the absence of case-specific direction from the court, the following rules apply:

a. Television

One fixed camera with one operator will be permitted in the courtroom during the trial. No camera lights will be permitted in the courtroom. The television stations shall agree to share the video and agree upon the camera to be in the courtroom. No other television or movie film is permitted in the courtroom. No interviews of any kind will be permitted in the courtroom. No filming will be permitted through the windows in the courtroom door. No films, videos or photos shall be made of any juror involved in the case. No witnesses should be filmed or photographed unless advance written permission is obtained from the witness.

b. Other Media

Radio, print and television media representatives will be permitted in the courtroom so long as there is adequate seating for public access to the courtroom. Still camera photographs without flash will be permitted in the courtroom so long as the operator takes pictures from his or her seat without changing locations in the courtroom or creating a disturbance or disruption. No interviews shall be held in the courtroom.

c. Violation of Media Rules

So long as all media representatives honor the Court's rules concerning media in the courtroom, these rules will remain in effect. Any violation of these rules will result in the exclusion of all filming, photographing, and interviewing inside the Justice Center for the duration of that trial.

B. DESIGNATION OF CASES

Except as herein provided, or as otherwise provided by law, all cases shall be designated civil, criminal, family, CPS, tax, mental health, or probate.

C. TEMPORARY RESTRAINING ORDERS, WRITS OF ATTACHMENT, WRITS OF GARNISHMENT, WRITS OF SEQUESTRATION

1. PRESENTATION

Cases requesting extraordinary relief shall be presented by the attorney to the assigned judge. If the assigned judge is unavailable, the court administrator shall make arrangements with another judge to consider the requested relief. No request for relief shall be presented to a judge until the

proper pleadings have been filed and accepted by the appropriate clerk. When requested relief has been denied, the matter may not be submitted to another judge.

2. TEMPORARY RESTRAINING ORDERS IN NON-FAMILY CIVIL CASES

District Judges will not grant Temporary Restraining Orders (TRO's) in non-family County Court at Law cases. County Court at Law Judges will not grant TRO's in non-family District Court cases.

3. NOTICE

Before presenting a TRO or any request for relief, the attorney must notify and provide a copy of the pleadings and proposed orders to the opposing attorney, if respondent is represented.

4. MUST CONTACT ORIGINAL COURT OF FILING

Before approaching a judge with a regular TRO in a court in which the case is not filed, you must contact the Court Administrator in the Court in which the case was filed.

D. SETTING A CASE FOR HEARING

All requests for settings shall be done through the court administrator for the court in which the case is pending. Individual courts may adopt calendaring procedures specific to that court.

E. APPEARANCES AT COURT PROCEEDINGS (INCLUDING VIRTUAL AND TELEPHONIC HEARINGS)

1. APPEARANCE AND NOTICE

Unless otherwise ordered by the Court, a person participating in a court proceeding does so by physical presence in the courtroom. Upon appropriate notice, and at the court's discretion, a court may allow or require a participant to appear at a court proceeding by video conference (i.e. virtual hearing), teleconference, or other available electronic means, except as provided below.

2. OBJECTION/AGREEMENT

A court must not require a party or lawyer to appear electronically for a proceeding in which testimony is heard absent agreement of the parties or good cause. A party may object to any method of appearance, stating good cause for the objection. The court may, but is not required to, conduct a

hearing on the objection. Before proceeding by the objected-to method of appearance, the court must rule on any objection.

3. ARRANGEMENTS

All arrangements must be made in advance. If the Court has approved a telephone hearing, the attorney requesting the conference is responsible for arranging the telephone conference call. If the court has approved a virtual hearing, the Court Administrator will provide a link for the hearing.

4. RECORD

A court reporter shall be provided by the Court for these hearings upon the request of either party in advance.

5. COURT DISCRETION

The court retains the discretion to determine, at any time – even after the commencement of a virtual or telephonic hearing, that a hearing by such means will not be sufficient and may require a hearing in court upon notice to all parties.

F. VACATION OF COUNSEL

Any attorney may designate not more than four weeks during the year as vacation, during which time the attorney will not be assigned to trial or required to engage in any pre-trial proceedings. The written designation must be filed with the Clerk with a copy to all Court Administrators no less than ninety (90) days in advance of the vacation. This rule operates only where Lead Counsel, as defined by T.R.C.P. 8, is affected, unless the Court expands coverage to other counsel.

G. CONFLICTING ENGAGEMENTS

For conflicting engagements of attorneys already in trial and/or assigned to two courts for the same date, the Williamson County District Courts and County Courts at Law shall follow Rule 7 of the Third Administrative Judicial Region of Texas Regional Rules of Administration. It is the duty of the attorney to call the affected Judges attention to all dual settings as soon as they are known.

The following priorities are established to aid judges in determining which cases have priority:

- i. Criminal case (all relevant circumstances shall be considered in resolving a conflict between criminal cases, including a defendant's confinement pending trial, length of time each case has

been pending, number of times previously set for trial, availability of future trial dates, and any other requirement for a prompt trial of either case under applicable law);

- ii. Case given preference by statute;
- iii. Earliest set case; then
- iv. Earliest filed case.

Should a conflict arise between matters set in two different courts, attorneys shall provide the court with contact information for any other court where there is a conflict that may need to be resolved.

H. E-FILING OF COURT DOCUMENTS

Attorneys must use the electronic filing system. Self-represented litigants may use electronic filing or file documents directly with the clerk's office. Electronic filings must comply with Tex. R. Civ. P. 21 and any other applicable electronic filing rules or standards. Counsel are specifically directed to the Sensitive Data requirements of Tex. R. Civ. P. 21c. Statewide Rules governing Electronic Filing in Criminal Cases may be found at <https://txcourts.gov/rules-forms/rules-standards.aspx>. The clerk may publish information regarding acceptable formatting and technical requirements for electronic documents. Detailed information and instructions for e-filing and choosing an EFSP (electronic filing service provider) may be found at <http://www.eFileTexas.gov/>.

I. SUBMISSION OF ORDERS AND SETTLEMENT DOCUMENTS

Unless ordered otherwise, within thirty (30) days after rendition of an order or an announced settlement by the parties, the decisions or settlements shall be reduced to writing and be provided to the court for signature. Absent an entry hearing, the Court will not sign an order that does not contain either the signature of all attorneys as to form or proof of notice that said order has been presented to all attorneys of record requesting same to file written objections within ten (10) days.

J. USE OF ARTIFICIAL INTELLIGENCE (AI) IN COURT FILINGS

Generative artificial intelligence systems (such as ChatGPT, Harvey.AI, Google Bard, TensorFlow, OpenAI, Bing, and many others) are being incorporated into common professional use. The abilities of these systems vary widely depending on the application, version, and specific underlying technology used. While the technology is developing quickly, it is currently unreliable and prone to bias, and often fabricates information. The creators of these systems are not attorneys of

record, licensed and in good standing to practice law in the State of Texas, and are not bound by the Texas Disciplinary Rules of Professional Conduct.

The signing of a pleading or motion in Texas certifies that each claim, defense, or other legal contention in the pleading or motion is warranted by existing law or by a nonfrivolous argument for the extension, modification, or reversal of existing law or the establishment of new law. As a result, all self-represented litigants and attorneys who utilize any form of artificial intelligence for legal research or drafting in connection with a case shall, before using any AI-generated information in a court submission or proceeding, ensure that such information is accurate and correctly portrayed to the court, and shall sign and submit the Certificate Regarding Use of Artificial Intelligence (Exhibit A) and attach it to any filing where AI-generated information is used.

Failure to comply with this Local Rule may result in an order to show cause and could subject a party to the court's inherent power to sanction parties for violation of rules, orders, standing orders, and statutory obligations.

K. DISMISSAL FOR WANT OF PROSECUTION

Each Court will establish procedures for dismissal dockets. Court procedures will be published for each court at www.wilcotx.gov on the webpage for that court. Below are the general rules that apply to dismissal of cases for want of prosecution.

1. CASES SET FOR DISMISSAL

Any case meeting the criteria of Texas Rule of Civil Procedure 165a, including cases not disposed of within the time standards promulgated by the Supreme Court under its Administrative Rules, and cases which have been on file for more than 180 days without activity, may be placed on a dismissal docket, and will be subject to dismissal at the assigned court's discretion. Notice of the Dismissal Docket setting shall be transmitted to each attorney of record and to each party not represented by counsel.

2. DISMISSAL AT TRIAL SETTING

If no appearance or announcement is made when the case is called for trial, the case will be dismissed for want of prosecution at that time.

3. MOTIONS TO RETAIN

Motions to retain a case shall be presented to the trial court. If such a motion is granted, the case shall be removed from the dismissal docket and set for trial. Counsel must include a line for a trial date in the order retaining the case. If, at the calling of the dismissal docket, a case is set for final hearing, that final hearing setting SHALL NOT be changed except upon the granting of a formal motion for continuance pursuant to the Rules of Civil Procedure. If a case is set for final trial at a dismissal docket and there is no appearance on the final trial date, the case may be dismissed without further notice on the final trial date. The party or attorney setting the case shall give notice to Opposing Counsel according to the Rules of Civil Procedure.

L. LOCAL ADMINISTRATIVE JUDGE

The District Courts shall elect a Local Administrative Judge pursuant to Texas Government Code Sections 74.091. The County Courts at Law shall elect a Local Administrative Judge pursuant to Texas Government Code Sections 74.0911.

M. SELECTION AND CONTROL OF JURIES

The Trial Courts of Williamson County will adhere to the jury plan, as adopted by the District Judges of Williamson County and approved by the Williamson County Commissioners Court.

N. DISCOVERY OF HIPAA PROTECTED INFORMATION

If the case involves the discovery and release of HIPAA protected information please consider use of the Qualified Protective Order attached hereto as Exhibit "B".

O. JUDICIAL BYPASS OF PARENTAL NOTIFICATION ("JANE DOE" CASES)

Pursuant to Chapter 33 of the Texas Family Code and the Texas Supreme Court's Rules and Forms for a Judicial Bypass of Parental Notice and Consent (herein the "Texas Supreme Court's Rules"), the Williamson County Courts require the following procedures in cases seeking judicial bypass of parental notification for the purposes of obtaining an abortion. These cases will be referred to herein as "Jane Doe cases".

1. DISTRICT CLERK DESIGNATED

A "Jane Doe case" application may be filed with either the District Clerk or the County Clerk, but if an application is received by the County Clerk, the County Clerk shall accept it and shall immediately transfer the application to the District Clerk.

2. JUDICIAL BYPASS CASE DISTRIBUTION

All District Courts, County Courts at Law or Statutory Probate Courts shall hear "Jane Doe cases" through the active judge of the court (or through a judge previously assigned to the court for general purposes) who is then present in the county. The District Clerk shall assign the case by a random drawing in strict rotation (no court, having heard an application, will hear another application until all other courts have subsequently heard an application). In the event of doubt about the presence of a judge in the county, the Clerk shall request the guidance of the Local Administrative Judges of the county. The Williamson County judges may adopt local administrative rules pursuant to Section 24.024 of the Government Code that redistributes the "Jane Doe" cases, by a unanimous vote of all affected judges.

3. APPOINTMENT OF GUARDIAN AND ATTORNEY AD LITEM

Prior to the hearing, the Court to which the case is assigned shall appoint a guardian ad litem and, unless the minor has retained an attorney, an attorney ad litem. The guardian and attorney ad litem shall not be the same person. In the application, a minor may request a specific person be appointed as the guardian ad litem, but the Court is not required to appoint this person. Immediately following appointment, the guardian ad litem shall interview the minor and conduct any investigation the guardian ad litem believes to be appropriate, without violating the Texas Supreme Court's Rules, to assist the Court in making its decision.

4. NOTIFICATION OF THE HEARING

The District Clerk shall notify the "Jane Doe" applicant of the time and place of the hearing on the application, which shall be no later than the fifth business day after the day the application is filed, unless an application for postponement is filed by the applicant. The Court to which the case is assigned shall notify the individual or individuals appointed to serve as guardian and attorney ad litem of the time and place of the hearing on the application. The hearing shall be held in accordance with the provisions Chapter 33 of the Family Code and the Texas Supreme Court's Rules pursuant thereto.

5. FEES AND COSTS

Not later than ten days after the date of the final ruling, the attorney and guardian ad litem shall submit an itemized order for the Court's consideration, seeking reasonable and necessary fees and expenses incurred. Upon entry, the District Clerk shall forward a copy of the order to the Director, Fiscal Division, of the Texas Department of Health.

6. COMPLIANCE WITH REQUIREMENTS OF CHAPTER 33 OF THE TEXAS FAMILY CODE AND THE TEXAS SUPREME COURT'S RULES

All parties participating in any proceeding under Chapter 33 of the Texas Family Code shall strictly adhere to the requirements contained therein, specifically the requirements to protect the identity of the minor involved in said proceedings.

P. RULES OF ADMINISTRATION--THIRD ADMINISTRATIVE JUDICIAL REGION

The Trial Courts of Williamson County adopt the Rules of Administration, Third Administrative Judicial Region of Texas, as promulgated, and as may be amended. If these local rules conflict with the Rules of Administration, then the latter will prevail. Detailed information regarding the Third Administrative Judicial Region of Texas may be viewed at <http://www.txcourts.gov/3ajr/>.

Q. LOCAL ADMINISTRATIVE RULES GOVERNING CASE DISTRIBUTION

The Judges of the District Courts and the County Courts at Law may adopt local administrative rules that redistribute cases. Such local administrative rules as to the District Courts shall be based on a unanimous vote of the affected District Court Judges, and as to the County Courts at Law shall be based on a unanimous vote of all County Court at Law Judges. "Affected" as used here means all judges who have as a portion of his/her docket the case type at issue. Any local administrative rules adopted under this provision shall be on file and posted with the appropriate clerk's office.

R. INHERENT AUTHORITY TO ADOPT COURT PROCEDURES

Each Court shall retain its inherent authority to adopt court procedures and rules of Court not inconsistent with these rules. Court procedures and required forms will be published for each court at www.wilcotx.gov on the webpage for that court and, in compliance with Texas Rule of Judicial

Administration 10 and Texas Rule of Civil Procedure 3a, on the Office of Court Administrations Local Rules, Forms, and Standing Orders website.

S. POSTING OF LOCAL RULES, FORMS, AND STANDING ORDERS

Pursuant to Texas Rule of Judicial Administration 10 and Texas Rule of Civil Procedure 3a, these Local Rules shall be posted on the Office of Court Administrations Local Rules, Forms, and Standing Orders website. The Local Administrative District Judge, or his/her designee, shall be responsible for compliance as to the posting of these Local Rules, as well as any Local Rules, Standing Orders or Procedures adopted by the District Courts (jointly) and by the District Courts and County Courts at Law (jointly). The Local Administrative County Court at Law Judge, or his/her designee, shall ensure that any Standing Orders or Procedures adopted by the County Courts at Law are posted as required.

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II. FAMILY COURT RULES

A. GENERAL RULES

1. FAMILY CASE DISTRIBUTION

All cases authorized under the Family Code, except for those filed under Chapter 261, 262 & 263 of the Texas Family Code involving the Texas Department of Family and Protective Services, shall be filed on a random basis by the District Clerk as follows: 50% in the District Courts and 50% in the County Courts at Law. Further distribution of cases within the District Courts and County Courts at Law shall be determined by those judges pursuant to I(Q), above.

2. TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES CASE DISTRIBUTION

All cases filed under Chapter 261, 262 & 263 of the Texas Family Code involving the Department of Family and Protective Services shall be filed on a random basis by the District Clerk as follows: 50% in the District Courts and 50% in the County Courts at Law. Further distribution of cases within the District Courts and County Courts at Law shall be determined by those judges pursuant to I(Q), above.

B. SETTING THE CASE

1. ATTORNEY CONFERENCE

Prior to setting a case, counsel and any self-represented litigants must confer in an attempt for an agreed upon setting. After conferring, the requesting party may set a hearing/trial. The self-represented litigant or attorney requesting the setting shall notify the opposing party of the setting consistent with the statutory time requirements. Failing to respond to the request for an agreed date does not preclude obtaining a setting.

2. PREFERENTIAL SETTINGS

A preferential setting before a visiting judge may be obtained, subject to the assigned judge's approval, if the parties are willing to waive in writing their objection to a visiting judge or if the case has been set for trial on four prior occasions and has not been reached by the Court.

3. ATTEMPT TO CONFER

No pre-trial matter will be set for hearing unless the moving party has first communicated with Opposing Counsel to determine whether a contemplated motion will be opposed. If the motion will not be opposed, the moving party shall submit a proposed order signed by Counsel for all parties affected by the order agreeing to the order as to form and substance. If the motion will be opposed, the moving party shall include at the end of his pleading one of the following certificates:

- i. "A conference was held on (date) with (name), attorney for opposing party, on the substance of this motion. We are not able to agree; therefore, the matter is presented to the Court for determination," or
- ii. "I was unable to reach Opposing Counsel, (name), to confer about the merits of this matter, after the following attempts: (briefly state the dates and nature of the unsuccessful attempts to contact Opposing Counsel)," or
- iii. In multi-party cases, "Before setting this matter for hearing, I attempted to resolve this dispute by sending the attached letter to all counsel of record."

The Court Administrator will not set any pre-trial matter for hearing unless it is accompanied by one of the foregoing certificates.

This rule does not apply to cases in which no opposing attorney has entered an appearance, or to matters involving family violence, habeas corpus, attachment, contempt of court, or Temporary Restraining Order (TRO).

4. TEMPORARY ORDERS PURSUANT TO TEXAS FAMILY CODE SEC. 156.006(B)(1)

In all family cases where a party is seeking modification under Texas Family Code 156.006(b)(1), the following procedure shall be followed:

- i. Movant shall file the motion to modify and accompanying affidavit. The title of the Motion shall be "Motion to Modify Conservatorship Pursuant to TFC Sec. 156.006(b)(1)".
- ii. Movant shall notify the District Clerk and the Court Administrator of the affected court that the Motion to Modify Conservatorship Pursuant to TFC Sec. 156.006(b)(1) has been filed.
- iii. Movant shall present to the Court a proposed order setting hearing. **NO SETTING OF THE MOTION FOR TEMPORARY ORDERS IN A 156.006(B)(1) MODIFICATION SUIT**

SHALL BE SET EXCEPT UPON WRITTEN COURT ORDER. Movant shall be responsible for obtaining the written order setting the temporary orders hearing pursuant to TFC 156.006(b)(1).

C. ANCILLARY FAMILY LAW ORDERS

1. ADMINISTRATION

The Child Support Division of the Williamson County District Clerk is designated as the administrator for all Williamson County Courts having family law jurisdiction for all spousal and child support payments. Every order or decree requiring such support payment shall require all payments be made through the Office of the Attorney General, Child Support Disbursement Unit, P.O. Box 659791, San Antonio, Texas 78265-9791, unless otherwise directed.

2. INFORMATION

The party who is to receive support shall provide to the Williamson County District Clerk's office the information required by that office.

3. WAGE ASSIGNMENT ORDER

The party receiving child support through a wage assignment is responsible for presenting the wage assignment order to the judge, at the time an order in a suit affecting parent-child relationship, decree of divorce, or order modifying a prior order is signed. The party receiving child support shall complete all necessary documents with the District Clerk's office for the wage assignment order.

4. OTHER FORMS

The party who is responsible for preparing any final order in a family law case for the judge to sign is also responsible for completing any vital statistics forms and other documents required by the District Clerk's office.

5. QUALIFIED DOMESTIC RELATIONS ORDER (QDRO)

The party who is to receive a portion of another party's retirement benefit through a domestic relations order is responsible to present the order, at the time the decree of divorce is signed.

D. PRE-TRIAL PROCEDURES IN FAMILY LAW CASES

Pursuant to Rule 166, Texas Rules of Civil Procedure, it is hereby ordered that these rules constitute a standing pre-trial and discovery order in all suits affecting the parent-child relationship, and in all actions to modify or enforce orders in those suits.

1. STANDING PRE-TRIAL ORDER

The parties in any divorce suit or suit affecting the parent-child relationship filed in Williamson County are subject to the Williamson County Standing Order regarding Children, Property and Conduct of Parties. This order is attached hereto as Exhibit "C".

2. FORMS TO BE PREPARED BEFORE HEARING

At least one day prior to the date set for a hearing of a family case, each party shall deliver to the opposing party the following pre-trial forms and any amended pleadings. Each party shall bring a printed copy of the forms to present to the judge at the hearing.

a. Proposed Property Division

In a divorce suit, each party shall prepare and deliver a Proposed Property Division using the form attached hereto as Exhibit "D", or other form which clearly identifies the division of property being requested by the party, fully completed, and signed by the party, or a single Agreed Proposed Division, signed by both parties.

b. Proposed Support Decision

In a suit requiring a determination of child support or spousal maintenance, each party shall prepare and deliver a Proposed Support Decision using the form attached hereto as Exhibit "E", fully completed, and signed by the party, or a single Agreed Proposed Support Decision signed by both parties.

If the parties have an agreement on all issues pertaining to support, and the setting remains on the Court's docket at the time when the Proposed Support Decision and Information forms must be delivered, the parties shall deliver to the Court Administrator either a signed copy of their written agreement or a single Proposed Support Decision and Information stating their agreement and signed by both parties.

c. Proposed Disposition of Issues

Each party shall also prepare and deliver a Proposed Disposition of Issues, which shall state separately in brief complete sentences each trial decision that is sought by the party that is not covered by the Proposed Property Division or Proposed Support Decision using the form attached hereto as Exhibit "F".

3. CONSEQUENCES FOR FAILURE TO COMPLY

Failure of a party to timely file pre-trial forms in accordance with this rule is subject to any sanction available under Rule 215, Texas Rules of Civil Procedure, at the discretion of the Court.

4. WAIVER OF ISSUES

All issues not stated in pre-trial forms as required by these procedures will be deemed waived except upon a showing of good cause for failure to comply with these rules.

5. ALTERNATE DISPUTE RESOLUTION

As specified in each court's specifically adopted procedures, a court may require, all cases to be submitted for alternative dispute resolution (ADR) procedures before final trial, except for good cause shown. Any case set for final trial that has not been submitted for ADR may, at the discretion of the trial judge, be postponed until completion of ADR, or moved to the bottom of the court's docket on that court setting. Either party to a suit may request leave of Court to avoid participation in ADR, which shall be determined at the discretion of the Court. Any motion to avoid ADR should be filed with the court and a hearing held at least 60 days prior to the date of trial.

6. USE OF FORMS

Subject to the applicable rules of evidence, the pre-trial forms required by these Rules may be used during the trial or hearing and may be marked as exhibits. The forms shall not be filed with the District Clerk at any time. The forms are not required for any hearing before a Title IVD Master.

7. NO WAIVER

The provision and requirements of these Local Rules may not be waived or modified by agreement of the parties. These Local Rules shall not be constructed as a substitute for or as any limitation upon, a pre-trial or discovery right or proceeding pursuant to the Texas Rules of Civil

Procedure. In cases subject to these Local Rules, as in other cases, Texas pre-trial conference and discovery rules shall be utilized.

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III. CIVIL COURT RULES

A. GENERAL RULES

1. CIVIL CASE DISTRIBUTION

a. District Courts

All District Court civil cases and tax cases shall be filed on a random basis by the District Clerk in any of the District Courts of Williamson County.

b. County Courts at Law

All County Court civil cases shall be filed on a random basis by the County Clerk in any of the County Courts at Law.

2. GARNISHMENT

Every garnishment suit shall be assigned to the Court in which the original suit is pending. If the original suit is transferred to another court, then the ancillary garnishment action shall be transferred to the same court.

3. AVOIDANCE OF JUDGMENT

Every action in a writ of error or bill of review, or that seeks to attack, avoid, or set aside any judgment, order, or decree of a trial court of Williamson County, Texas, shall be filed and assigned in the Court in which the original judgment, order, or decree was rendered.

4. SEVERANCE

Any case which has been severed shall be filed in the Court in which the original action was filed and shall be given a new cause number.

5. PRE-CONVICTION WRITS OF HABEAS CORPUS

Pre-Conviction Writs of Habeas Corpus shall be filed in the Court in which the indictment or information charging the applicant is pending or, if none is pending, in the court whose Grand Jury term is in session.

B. SETTING THE CASE

1. ATTORNEY CONFERENCE

Prior to setting a case, counsel and any self-represented litigants must confer in an attempt for an agreed upon setting. After conferring, the requesting party may set a hearing/trial. The self-represented litigant or attorney requesting the setting shall notify the opposing party of the setting consistent with the statutory time requirements. Failing to respond to the request for an agreed date does not preclude obtaining a setting.

2. PREFERENTIAL

A preferential setting before a visiting judge may be obtained if the parties are willing to waive in writing their objection to a visiting judge or if the case has been set for trial on four prior occasions and has not been reached by the Court.

3. ATTEMPT TO CONFER

No pre-trial matter will be set for hearing unless the moving party has first communicated with Opposing Counsel to determine whether a contemplated motion or special exception will be opposed. If the motion or special exception will not be opposed, the moving party shall submit a proposed order signed by a Counsel for all parties affected the order indicating approval of same. If the motion or special exception will be opposed, the moving party shall include at the end of his pleading one of the following certificates:

- i. "A conference was held on (date) with (name), attorney for opposing party, on the substance of this motion or special exception. We are not able to agree; therefore, the matter is presented to the Court for determination," or
- ii. "I was unable to reach Opposing Counsel, (name), to confer about the merits of this matter, after the following attempts: (briefly state the dates and nature of the unsuccessful attempts to contact Opposing Counsel)." or
- iii. In multi-party cases, "Before setting this matter for hearing, I attempted to resolve this dispute by sending the attached letter to all Counsel of record."

The Court Administrator will not set any pre-trial matter for hearing unless it is accompanied by one of the foregoing certificates.

This rule does not apply to cases in which no opposing attorney has entered an appearance, or to matters involving family violence, habeas corpus, attachment, contempt of court, or temporary restraining orders (TROs).

C. PRE-TRIAL PROCEDURE

1. TEXAS RULES OF CIVIL PROCEDURE

It is the intention of the trial courts of Williamson County to make full utilization of the pre-trial rules contained in Rule 166, Texas Rules of Civil procedure.

2. SCHEDULING

Within 120 days after the answer date of the last defendant served in a non-family civil case, the parties shall submit an agreed docket control order. If an agreement cannot be reached, counsel for Plaintiff shall set a hearing for entry of a docket control order. Court-preferred documents and procedures will be published at www.wilcotx.gov on the webpage for that court. See, Exhibit “G” for docket control order.

3. ALTERNATIVE DISPUTE RESOLUTION

As set forth in court-specific procedures, a court may require, all cases to be submitted for alternative dispute resolution (ADR) procedures before final trial, except for good cause shown. Any case set for final trial that has not been submitted for ADR may, at the discretion of the trial judge, be postponed until completion of ADR, or moved to the bottom of the Court’s docket on that court setting.

4. COURT-SPECIFIC PRE-TRIAL PROCEDURES

Consult the webpage of each court at www.wilcotx.gov to determine the specific pretrial requirements of each court. The Court will set all jury cases for pre-trial hearing. At the judge’s discretion, all pre-trial matters may be heard at the pre-trial hearing, including motions in limine, special exceptions, Rule 702 motions, or any other pre-trial issue raised pursuant to Rule 166. When Counsel for either party fails to appear at the pre-trial after notice to appear, the Court may:

- i. rule on all motions and exceptions in the absence of such Counsel;
- ii. declare any motions or exceptions of such absent party to be waived;
- iii. advance or delay trial setting according to the convenience of the Counsel present; or

- iv. dismiss the case pursuant to Texas Rules of Civil Procedure 165a.

Counsel at the pre-trial hearing shall either be the attorney who expects to try the case or shall be familiar with the case and fully authorized to state his party's position on the law and facts, make stipulations and enter into settlement negotiations as Trial Counsel. If the Court finds Counsel is not qualified, the Court may consider that no counsel has appeared and may take any of the procedures provided above.

5. SPECIAL EXCEPTION

All special exceptions may be considered waived if not timely filed and presented to the Court at the pre-trial hearing.

6. WITHDRAWAL

No attorney of record shall be permitted to withdraw from any case without presenting a motion and obtaining from the Court an order granting leave to withdraw pursuant to Texas Rules of Civil Procedure 10. The letter required under TRCP shall be sent to the client advising that the client has ten (10) days after the date of the mailing of the letter to make any objection to such withdrawal to the Court, in writing, and that if not done and no objection raised, the motion shall be granted. A copy of the motion shall be delivered or mailed to opposing counsel. No such motion shall be presented within thirty (30) days of the trial date or at a time which would require a delay of the trial. After leave is granted, the withdrawing attorney shall send his client, the Court, and opposing counsel a letter notifying of the last known address of his client and of any settings. All current court settings and deadlines shall be included in the order granting the withdrawal. Notice to the client shall be by certified and regular mail.

D. BANKRUPTCY FILINGS

Whenever any party of litigation files for protection under the bankruptcy laws of the United States, it shall be the responsibility of that party and the party's counsel to promptly file a suggestion of bankruptcy with the appropriate clerk's office and within three (3) days of any bankruptcy filing, to provide written notice to the affected court and all counsel that a bankruptcy has occurred. Once a bankruptcy has been concluded, the party or the party's counsel and shall promptly file with the appropriate clerk notice of conclusion of the bankruptcy.

IV. CRIMINAL COURT RULES -DISTRICT COURT

A. GENERAL PROVISIONS

1. APPLICATION

These rules shall be applied to secure the effective administration of the felony criminal practice in the District Courts of Williamson County, Texas, and to eliminate unjustifiable expense and delay in the disposition of felony criminal cases.

2. OBJECT OF RULES

These rules shall be liberally construed to achieve fairness to all parties, with the due regard to the rights of the State, the accused, the victim, and society.

3. DISTRICT COURT CRIMINAL CASE DISTRIBUTION

All felony criminal cases shall be filed on a random basis by the District Clerk in any of the District Courts of Williamson County.

4. MULTIPLE PROSECUTIONS

Multiple prosecutions arising from the same facts or against the same defendant will be filed in the same court. If cases must be transferred to accomplish this, all cases will go to the court with the lowest cause number, unless the judges agree otherwise.

If a new felony case is filed against a defendant who has a pending case in another Court or is on probation in another court, then the new case will be transferred to that court.

If a new indictment is a re-indictment of a pending case, then the case will be transferred to the court where the original indictment is pending.

5. CAPITAL CASES

The first capital case filed on or after the effective date of these rules, shall be deemed as filed with or transferred in the sequential rotation with the first case filed in the 277th District Court, the second in the 368th District Court and the third in the 26th District Court.

A case filed, indicted and/or called for trial as a capital case will count as a "Capital Case" even though subsequently reduced to a lesser offense.

B. GRAND JURY TERMS

The rotation of Grand Jury terms will be set by agreement of the District Judges in which criminal cases are assigned.

C. ATTORNEY OF RECORD

1. COURT APPOINTED COUNSEL

a. Generally

The District Courts shall adopt standards and procedures for the appointment of counsel to represent indigent defendants charged with a felony offense in Williamson County ("Plan"). This Plan shall comply with the requirements of the Texas Fair Defense Act and related statutes.

b. Qualifications

District Court Administration, the Court Administrators of the District Courts and the staff of Williamson County Pretrial Services shall maintain a list of attorneys available for appointment to represent indigent defendants in criminal cases. To be on the list an attorney must meet the qualifications set forth in the Plan, submit the approved application, and that application must be approved by the majority of District Court Judges hearing criminal cases. An attorney remains the attorney of record for a defendant until relieved by written order of the Court. This rule does not limit a judge's authority to appoint any qualified Attorney to represent an indigent defendant should the judge deem it appropriate.

c. Fee Schedule

The District Judges shall promulgate a fee schedule for the payment of Court Appointed Counsel considering the nature of each case, the complexity of the legal questions involved, the time involved and the number of court appearances necessary to dispose of the case.

d. Appearance of Counsel

Any attorney who makes bail bond for a defendant, attempts to obtain the release of a Defendant by asserting his or her intent to represent Defendant or who obtains a setting or resetting of a case, appears at any hearing for the defendant, or seeks discovery or a plea recommendation shall be considered as the attorney of record for the defendant until released as such by the Court. In the

event more than one attorney represents a defendant, than the lead attorney shall file with the Court a designation of lead attorney.

e. Notice in Retained Cases.

Upon employment, the defense attorney shall give written notice thereof to the District Attorney, the District Clerk and the Court Administrator in the Court in which the case is filed. The Clerk will note the attorney's name on the docket sheet.

D. WITHDRAWAL/SUBSTITUTION OF COUNSEL

An attorney remains the attorney of record for a defendant until relieved by written order of the Court. An attorney's motion to withdraw will be heard at any time after the defendant has had notice to appear. Motions to Substitute Counsel will be granted without hearing if the order is signed by the defendant as well as the incoming and outgoing attorneys. A motion to withdraw or for substitution of counsel that will cause delay requires a hearing. Motions to Withdraw or Substitute Counsel are set with the Court Administrator at the convenience of the Court. Notice of such motions shall be delivered to the State when the motion is set.

E. INITIAL APPEARANCE

After the filing of an information or indictment, all defendants and their attorneys of record shall be notified and are required to appear for announcement as set by the Court.

F. PRE-TRIAL AND TRIAL SETTINGS

Each Court shall determine its own setting for pre-trial, trial and sentencing. Each defendant and their attorney shall appear at each scheduled court setting, unless waived by the Court.

G. DISCOVERY

To encourage the expeditious disposal of cases, to promote judicial economy, and without the diluting the rights of Defendants and in the interest of justice, the District Attorney's office will provide a check list of discovery material provided to the defense attorney and the list will be filed with the Court upon completion of discovery. The District Judges for the Courts in which felony cases are filed shall have the authority to implement a standing discovery order that will govern the dissemination of discovery in criminal cases.

H. PROBATION INTAKE INTERVIEW

In cases where a defendant is to be placed on probation and has requested a pre-sentence investigative report or the trial court ordered a pre-sentence investigative report, a probation intake interview shall be scheduled with the Williamson County Community Supervision Department on a day prior to the date set for sentencing unless otherwise permitted by the Court.

Attorneys representing defendants shall be responsible for making appointments for their clients in advance of the sentencing date so that no delays are incurred in disposing of the case.

I. STANDING ORDER

The attorneys in any criminal case filed in Williamson County are subject to the Williamson County Standing Order for Discovery, Disclosure, and Protection of Criminal History Record Information, Medical Records Covered by HIPAA and the Disclosure and Dissemination of Presentence Investigation Reports in Criminal Cases. This order is attached here to as Exhibit “H”.

V. CRIMINAL COURT RULES -COUNTY COURTS AT LAW

A. GENERAL PROVISIONS

1. APPLICATION

These rules shall be applied to secure the effective administration of the misdemeanor criminal practice in the County Courts at Law of Williamson County, Texas, and to eliminate unjustifiable expense and delay in the disposition of misdemeanor criminal cases.

2. OBJECT

These rules shall be liberally construed to achieve fairness to all parties with due regard to the rights of the State, the accused, the victim and society.

3. COUNTY COURT AT LAW CRIMINAL CASE ASSIGNMENT

All misdemeanor criminal cases shall be filed on a random basis in the County Courts at Law.

4. MULTIPLE PROSECUTIONS

Prosecutions arising from the same facts or against the same defendant shall be filed in the same court. If a defendant has a pending case in a court or is on probation in a court and is charged

in a subsequent case, the new case shall be filed in the original court. If a case(s) must be transferred to accomplish this, generally all cases will go to the court of the case with the lowest cause number, unless all affected judges agree otherwise.

B. ATTORNEY OF RECORD

1. COURT APPOINTED COUNSEL

a. Qualifications

The Court Administrators of the County Courts at Law and Williamson County Pretrial Services shall maintain a list of attorneys available for appointment to represent indigent defendants in criminal cases. To be on the list, the attorney must submit the approved application, be a member in good standing with the State Bar of Texas and a member of the Williamson County Bar Association. In addition, the application and qualifications made part of the County's Indigent Defense Plan must be completed and submitted. The attorney application must be approved by the consent of the majority of County Court Judges hearing criminal cases. An attorney remains as the attorney of record for a defendant until relieved by written order of the Court. This rule does not limit a judge's authority to appoint any qualified attorney to represent an indigent defendant should the judge deem it appropriate.

b. Fee Schedule

The County Court at Law Judges shall promulgate a fee schedule for the payment of court appointed counsel considering the nature of each case, the complexity of the legal questions involved, the time involved and the number of court appearances necessary to dispose of the case.

c. Appearance of Counsel

Any Attorney who makes bail bond for a Defendant, attempts to obtain the a release of a Defendant by asserting his or her intent to represent the Defendant, or obtains a setting or resetting of a case, appears at any hearing for the defendant or seeks discovery or plea recommendation shall be considered as the attorney of record for the defendant until released as such by the Court. In the event more than one attorney represents a defendant, then the lead attorney shall file with the Court a designation of lead attorney.

d. Notice to Court and County Attorney

Upon employment, the defense attorney shall give notice thereof to the County Attorney, to the County Clerk and the Court Administrator in the Court in which the case is filed. The Clerk will note the attorney's name on the docket sheet and indicate whether he is retained or appointed.

C. WITHDRAWAL OF COUNSEL

An attorney remains the attorney of record for a defendant until relieved by written order of the Court. An attorney's Motion to Withdraw will be heard at any time after the defendant has had notice to appear. Motions to Substitute Counsel will be granted without hearing if the order is signed by the defendant as well as the incoming and outgoing attorneys. A motion to withdraw or for substitution of Counsel that will cause delay requires a hearing. Motions to Withdraw or Substitute Counsel are set with the Court Administrator at the convenience of the Court. Notice of such motions shall be delivered to the State when the motion is set.

D. INITIAL APPEARANCE

When a defendant is released on bond the defendant shall be notified of a date to appear before the Court. Defendants are to appear on that date at the time specified or forfeit their bond and a new warrant shall issue a warrant for their arrest. A new bond may be set by the Court.

In instances where a defendant has not been arrested, i.e. citation by a peace officer, referral/transfer from the District Courts, a defendant may be given notice to appear at a specific time and date. Failure to appear may result in additional charges and a warrant shall issue for the defendant's arrest and a bond amount may be set by the Court.

E. PRE-TRIAL AND TRIAL SETTINGS

Each Court shall determine its own settings for cases. All defendants and their attorneys shall appear at each scheduled court setting, unless waived by the Court.

Cases may be set by the Court to the Announcement Docket. Notice of such setting will be given to the defendant, or if the defendant is represented, to the defense attorney. Attendance at the Announcement Docket setting by both the defendant and the defense attorney is required, except as excused by the specific County Court. Failure of the defendant to appear at the Announcement Docket may result in the defendant's bond being revoked. Failure of the defense attorney to appear

may result in sanctions as the Court deems appropriate. Cases may be reset from the Announcement Docket after a plea-bargain recommendation is obtained from the County Attorney's office.

Defense attorneys shall subpoena all witnesses, including the State's witnesses, and law enforcement officers necessary for pre-trial hearings. All pre-trials shall be held at least five (5) days prior to jury trial. All pre-trial motions must be filed at least seven (7) days before the date of the pre-trial hearing. No pre-trial motions shall be heard on the date of the jury trial, except motions in limine, and those designated by the trial court.

F. PROBATION INTAKE INTERVIEW

In cases where a defendant is to be placed on probation and has requested a pre-sentence investigative report or the trial court ordered a pre-sentence investigative report, a probation intake interview shall be scheduled with the Williamson County Community Supervision Department on a day prior to the date set for sentencing unless otherwise permitted by the Court.

Attorneys representing defendants shall be responsible for making appointments for their clients in advance of the sentencing date so that no delays are incurred in disposing of the case.

VI. EXHIBITS

The following exhibits, above referenced are attached to the Williamson County Local Rules.

Exhibit A	Certificate Regarding Use of Artificial Intelligence
Exhibit B	Qualified Protective Order
Exhibit C	Standing Order Regarding Children, Property, and the Conduct of Parties
Exhibit D	Proposed Property Division
Exhibit E	Proposed Support Division
Exhibit F	Proposed Disposition of Issues
Exhibit G	Docket Control Order
Exhibit H	District Court Standing Order for Discovery, Disclosure, and Protection of Criminal History Record Information, Medical Records Covered by HIPAA and the Disclosure and Dissemination of Presentence Investigation Reports in Criminal Cases

Exhibit A – Certification Regarding Use of Artificial Intelligence

CAUSE NO. _____

IN THE _____ DISTRICT COURT

PLAINTIFF

IN THE COUNTY COURT AT LAW # _____

v.

DEFENDANT

WILLIAMSON COUNTY, TEXAS

CERTIFICATION REGARDING USE OF ARTIFICIAL INTELLIGENCE

I, an attorney or self-represented litigant in the _____ Judicial District Court/County Court at Law # _____, hereby certify as follows:

1. I reviewed and understand this Court’s Standing Order Regarding Artificial Intelligence. I will comply with the Standing Order throughout this case.

2. All information created or contributed to by generative artificial intelligence—including language, quotations, sources, citations, arguments, and legal analysis—was before submission to this Court verified as accurate using traditional (non-AI) legal sources.

3. I understand that I will be held responsible and subject to possible sanction under Texas Disciplinary Rules of Professional Conduct, Texas Rules of Civil Procedure, Texas Civil Practice and Remedies Code Ch. 10, and the inherent power of the Court, or for contempt of court, for failing to comply with the Court’s Standing Order or this certification.

Signed on: _____

[ATTORNEY NAME]

Exhibit B – Qualified Protective Order for Protected Health Information

Prior to disclosing Plaintiff's protected health information to persons involved in this litigation, counsel shall inform each such person that Plaintiff's protected health information may not be used or disclosed for any purpose other than this litigation. Counsel shall take all other reasonable steps to ensure that persons receiving Plaintiff's protected health information do not use a disclose such information for any purpose other than this litigation.

Within 45 days after the conclusion of the litigation including appeals, the parties, their attorneys, and any person or entity in possession of protected health information received from counsel pursuant to paragraph four of this Order, shall return Plaintiff's protected health information to the covered entity or destroy any and all copies of protected health information pertaining to Plaintiff, except that counsel are not required to secure the return or destruction of protected health information submitted to the court.

This Order does not control or limit the use of protected health information pertaining to Plaintiff that comes into the possession of the parties or their attorneys from a source other than a "covered entity," as that term is defined in 45 C.F.R. §160.103.

Nothing in this Order authorizes counsel for the Defendants to obtain medical records or information through means other than formal discovery requests, subpoenas, depositions, pursuant to a patient authorization, or other lawful process.

This Order does not authorize either party to seal court filings or court proceedings. The Court will make a good cause determination for filing under seal if the parties seek to file Plaintiff's protected health information under seal.

SIGNED this _____ day of _____.

JUDGE PRESIDING

Exhibit C – Standing Order Regarding Children, Property, and the Conduct of Parties

FILED
at 4:45 o'clock P M
NOV 13 2023
Chen

Lisa David
District Clerk, Williamson Co., TX.
Williamson County

In the District Courts

and

County Courts at Law

State of Texas

WILLIAMSON COUNTY STANDING ORDER
REGARDING CHILDREN, PROPERTY, AND CONDUCT OF PARTIES

THIS WILLIAMSON COUNTY STANDING ORDER REGARDING CHILDREN, PROPERTY AND CONDUCT OF PARTIES IS BINDING ON THE PARTIES, THE PARTIES' OFFICERS, AGENTS, SERVANTS, EMPLOYEES, ATTORNEYS, AND ANY OTHER PERSON WHO ACTS IN CONCERT OR PARTICIPATION WITH THE PARTIES OR THEIR AGENTS AND WHO RECEIVES ACTUAL NOTICE OF THESE ORDERS AND IS ENFORCEABLE BY CONTEMPT.

No party to this lawsuit has requested this order. Rather, this order is a standing order of the Williamson County District and County Courts that applies in every divorce suit and every original suit affecting the parent-child relationship filed in Williamson County. THIS STANDING ORDER DOES NOT APPLY TO MODIFICATIONS OF EXISTING FINAL ORDERS. The District and County Courts at Law of Williamson County have adopted this order because the parties and their children should be protected, and their property preserved while the lawsuit is pending before the court. Therefore, it is ORDERED:

1. **NO DISRUPTION OF CHILDREN.** Both parties are ORDERED to refrain from doing the following acts concerning any children who are subjects of this case:
 - 1.1. Removing the children from the State of Texas, acting directly or in concert with others, without the written agreement of both parties or an order of this Court; provided, however, this paragraph shall not prohibit or restrict a party from so removing the children if an active prior court order gives that party the right to designate the primary residence of the child or children.

Exhibit C – Standing Order Regarding Children, Property, and the Conduct of Parties

- 1.2. Disrupting or withdrawing the children from the school or day-care facility where the children are presently enrolled, without the written agreement of both parents of an order of this Court.
 - 1.3. Hiding or secreting the children from the other parent or changing the children's current place of abode, without the written agreement of both parents or an order of this Court.
 - 1.4. Disturbing the peace of the children.
2. **CONDUCT OF THE PARTIES DURING THE CASE.** Both parties are ORDERED to refrain from doing the following acts:
- 2.1. Using harassing language to communicate with the other party, whether in person, by telephone, or in writing.
 - 2.2. Threatening the other party in person, by telephone, or in writing to take unlawful action against any person.
 - 2.3. Placing one or more telephone calls, at an unreasonable hour, in an offensive or repetitious manner, without a legitimate purpose of communication, or anonymously.
 - 2.4. Opening or diverting mail addressed to the other party.
 - 2.5. Using any password or personal identification number to gain access to the other party's email account, bank account, social media account, or any other electronic account.
 - 2.6. Illegally intercepting or recording the other party's electronic communications.
 - 2.7. Tracking or monitoring personal property or a motor vehicle in the possession of a party, without that party's effective consent, including by:
 - 2.7.1. Using a tracking application on a personal electronic device in the possession of that party or using a tracking device; or
 - 2.7.2. Physically following that party or causing another to physically follow that party.
3. **PRESERVATION OF PROPERTY AND USE OF FUNDS DURING DIVORCE CASE.** If this is a divorce case, both parties to the marriage are ORDERED to refrain from doing the following acts:
- 3.1. Destroying, removing, concealing, encumbering, transferring, or otherwise harming or reducing the value of the property of one or both parties. Misrepresenting or

Exhibit C – Standing Order Regarding Children, Property, and the Conduct of Parties

refusing to disclose to the other party or to the Court, on proper request, the existence, amount, or location of any property of one or both parties. Damaging or destroying the tangible property of one or both parties, including any document that represents or embodies anything of value.

- 3.2. Tampering with the tangible property of one or both parties, including any document that represents or embodies anything of value, and causing pecuniary loss to the other party.
- 3.3. Selling, transferring, assigning, mortgaging, encumbering, or in any other manner alienating any of the property of either party, whether personal property or real estate property, and whether separate or community, except as specifically authorized by this order.
- 3.4. Incurring any indebtedness, other than legal expenses in connection with this suit, except as specifically authorized by this order.
- 3.5. Making withdrawals from any checking or savings account in any financial institution for any purpose, except as specifically authorized by this order. Spending any sum of cash in either party's possession or subject to either party's control for any purpose, except as specifically authorized by this order. Withdrawing or borrowing in any manner for any purpose from any retirement, savings plan or from any individual retirement account or Keogh account, except as specifically authorized by this order.
- 3.6. Signing or endorsing the other party's name on any negotiable instrument, check, or draft, such as tax refunds, insurance payments and dividends, or attempting to negotiate any negotiable instrument payable to the other party without the personal signature of the other party.
- 3.7. Taking any action to terminate or limit credit or charge cards in the name of the other party.
- 3.8. Entering, operating, or exercising control over the motor vehicle in the possession of the other party.
- 3.9. Discontinuing or reducing the withholding for federal income taxes on wages or salary while this suit is pending.
- 3.10. Terminating or in any manner affecting the service of water, electricity, gas, telephone, cable television, or other contractual services, such as security, pest control, landscaping, or yard maintenance at the other party's residence or in any

Exhibit C – Standing Order Regarding Children, Property, and the Conduct of Parties

manner attempting to withdraw any deposits for service in connection with such services.

4. **PERSONAL AND BUSINESS RECORDS IN DIVORCE CASE.** If this is a divorce case, both parties to the marriage are ORDERED to refrain from doing the following acts:
 - 4.1. Concealing, disposing of, altering, or destroying any family records, property records, financial records, business records or any records of income, debts, or other obligations, including but not limited to a canceled check, deposit slip, and other records from a financial institution, a record of credit purchases or cash advances, a tax return, or a financial statement.
 - 4.2. Falsifying any writing or record relating to the property of either party.
 - 4.3. "Records" include e-mail or other digital or electronic data, whether stored on a computer hard drive, diskette, in a removable storage device, in cloud storage or other electronic storage medium.
 - 4.4. Destroying, disposing of, or altering any email, text message, video or chat message, or other electronic data or electronically stored information relevant to the subject matter of this case.
 - 4.5. Modifying, changing, or altering the native format or metadata of any electronic data or electronically stored information relevant to the subject matter of this case.

5. **INSURANCE IN DIVORCE CASE.** If this is a divorce case, both parties to the marriage are ORDERED to refrain from doing the following act:
 - 5.1. Withdrawing or borrowing in any manner all or any part of the cash surrender value of life insurance policies on the life of either party, except as specifically authorized by this order.
 - 5.2. Changing or in any manner altering the beneficiary designation of any life insurance on the life of either party or the parties' children.
 - 5.3. Canceling, altering, or in any manner affecting any casualty, automobile, or health insurance policies insuring the parties' property or persons including the parties' minor children.

6. **SPECIFIC AUTHORIZATIONS IN DIVORCE CASE.** If this is a divorce case, both parties to the marriage are specifically authorized to do the following:

Exhibit C – Standing Order Regarding Children, Property, and the Conduct of Parties

- 6.1. To engage in acts reasonable and necessary to the conduct of that party's usual business and occupation.
- 6.2. To make expenditures and incur indebtedness for reasonable attorney's fees and expenses in connection with this suit.
- 6.3. To make expenditures and incur indebtedness for reasonable and necessary living expenses for food, clothing, shelter, transportation, and medical care.
- 6.4. To make withdrawals from accounts in financial institutions only for the purposes authorized by this order.

7. SERVICE AND APPLICATION OF THIS ORDER.

- 7.1. The Petitioner shall attach a copy of this order to the Original Petition of **Every** Divorce Suit and **Every** Original Suit Affecting Parent Child Relationship. If order is not attached, the filing will be returned with the stated reason:

"Williamson County requires the WILLIAMSON COUNTY STANDING ORDER REGARDING CHILDREN, PROPERTY AND CONDUCT OF THE PARTIES be attached to the Original Petition of every Divorce and every Original Suit Affecting the Parent Child Relationship. Please attach with petition and resubmit."

If a self-represented litigant files a Divorce or an Original Suit Affecting the Parent Child Relationship, the Clerk will add and accept the filing.

- 7.2. This order is effective upon filing of the original petition and shall remain in full force and effect as a temporary restraining order for fourteen days after the date of the filing of the original petition. If no party contests this order by presenting evidence at a hearing on or before fourteen days after the date of the filing of the original petition, this order shall continue in full force and effect as a temporary injunction until further order of the court. This entire order will terminate and will no longer be effective once the court signs a final order.

8. **EFFECT OF OTHER COURT ORDERS.** If any part of this order is different from any part of a protective order or Child Protective Services order that has already been entered or is later entered, the protective order or Child Protective Services order provisions prevail. Any part of this order not changed by some later order remains in full force and effect until the court signs a final order.

Exhibit C – Standing Order Regarding Children, Property, and the Conduct of Parties

9. **PARTIES ENCOURAGED TO MEDIATE.** The parties are encouraged to settle their disputes amicably without court intervention. The parties are encouraged to use alternative dispute resolution methods, such as mediation, to resolve the conflicts that may arise in this lawsuit.

THIS WILLIAMSON COUNTY STANDING ORDER REGARDING CHILDREN, PROPERTY, AND CONDUCT OF THE PARTIES SHALL BECOME EFFECTIVE ON NOVEMBER 1, 2023.

Signed this 25th day of October, 2023.



Donna King
Judge, 26th District Court



Stacey Mathews
Judge, 277th District Court



Sarah Bruchmiller
Judge, 368th District Court



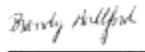
Ryan Larson
Judge, 395th District Court



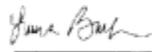
Betsy Lambeth
Judge, 425th District Court



Scott K. Field
Judge, 480th District Court



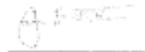
Brandy Hallford
Judge, County Court at Law #1



Laura Barker
Judge, County Court at Law #2



Doug Arnold
Judge, County Court at Law #3



John McMaster
Judge, County Court at Law #4



William Ward
Judge, County Court at Law #5

Exhibit D – Proposed Property Division

CAUSE NO. _____

_____ § IN THE _____ DISTRICT COURT
_____ § COUNTY COURT AT LAW _____
_____ §
_____ § WILLIAMSON COUNTY, TEXAS

PROPOSED PROPERTY DIVISION

TO THE HONORABLE JUDGE OF SAID COURT:

_____ hereby presents to the Court the following proposed issues:

Community Property Division

	Description of Property/Asset	Fair Secured Market Value	Debt Balance	To Wife Net Value	To Husband Net Value	Judges Notes
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						

Exhibit D – Proposed Property Division

28					
29					
30					
	TOTAL COMMUNITY PROPERTY	\$	\$	\$	\$

Less Unsecured Community Debts

	Creditor	Debt Balance	To Wife Net Value	To Husband Net Value	Judges Notes
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
	TOTAL COMMUNITY DEBTS	\$	\$	\$	

NET COMMUNITY	\$	\$	\$
----------------------	----	----	----

Exhibit D – Proposed Property Division

Separate Property of Husband

Exhibit D – Proposed Property Division

Separate Property of Wife

Exhibit E – Proposed Support Decision and Information

CAUSE NO. _____

_____ § IN THE _____ DISTRICT COURT
_____ § COUNTY COURT AT LAW _____
_____ §
_____ § WILLIAMSON COUNTY, TEXAS

PROPOSED SUPPORT DECISION AND INFORMATION OF _____

TO THE HONORABLE JUDGE OF SAID COURT:

I _____, would testify under oath in open court that the attached information is true and correct. I understand that at such a court hearing I may be required to prove these amounts by testimony and by records such as pay vouchers, cancelled checks, receipts, and bills.

SIGNED this _____ day of _____, 20_____.

Signature of Party

I intend to ask the court to set support at \$_____ per month.

SIGNED this _____ day of _____, 20_____.

Signature of Party or Attorney

Exhibit E – Proposed Support Decision and Information

(A)	GROSS MONEY EARNED PER MONTH		
	(1)	Gross Wages and Salary Income	\$
	(2)	Commissions, tips, and bonuses	\$
	(3)	Self employment income (net of expenses other than depreciation of tax credits)	
	(4)	Rental income (net of expenses other than depreciation)	
	(5)	All other income actually received (Specify):	
			\$
			\$
			\$
	TOTAL GROSS MONEY EARNED PER MONTH		\$ (A)

(B)	ACTUAL DEDUCTIONS PER MONTH – attach most recent pay stub from each employer		
	(1)	Income tax withholding	\$
	(2)	FICA (Social Security)	\$
	(3)	Medicare	
	(4)	Health Insurance	
	(5)	Union Dues	
	(6)	Other (Specify):	
			\$
			\$
			\$
	TOTAL ACTUAL DEDUCTIONS PER MONTH		\$ (B)

(C)	NET MONEY ACTUALLY RECEIVED PER MONTH – <i>Subtract (B) from (A)</i>	\$	(C)
-----	-------------------------------------------------------------------------	----	-----

(D)	STATUTORY NET RESOURCES DEDUCTIONS ALLOWED PER MONTH		
	(1)	Income tax withholding for a single person claiming one personal exemption and standard deduction	\$
	(2)	FICA (Social Security)	\$
	(3)	Medicare	
	(4)	Health insurance attributable to child(ren)	
	(5)	Union Dues	
	STATUTORY NET RESOURCES DEDUCTIONS ALLOWED PER MONTH		\$ (D)

Exhibit E – Proposed Support Decision and Information

(E)	STATUTORY NET RESUORCES PER MONTH – <i>Subtract (D) from (A)</i>	\$	(E)
-----	---------------------------------------------------------------------	----	-----

(F)	TOTAL MONEY NEEDED PER MONTH BY ME AND MINOR CHILDREN LIVING WITH ME For items which are not paid monthly, express the amount as a monthly average.		
	(1)	Rent or House Payment	\$
	(2)	Real property taxes (omit if part of house payment)	\$
	(3)	Residence maintenance (repairs, yard)	\$
	(4)	Insurance (home or renters) (omit if part of house payment)	\$
	(5)	Utilities – Gas	\$
	(6)	Utilities – Electric and water	\$
	(7)	Telephone (incl. avg. long dist.)	\$
	(8)	Utilities – Garbage Service	\$
	(9)	Groceries and household items	\$
	(10)	Meals away from home	\$
	(11)	School lunches	\$
	(12)	Dental and orthodontia	\$
	(13)	Medical and prescriptions	\$
	(14)	Laundry and dry cleaning	\$
	(15)	Car payment	\$
	(16)	Gas and vehicle maintenance	\$
	(17)	Clothing and shoes	\$
	(18)	Insurance – Car	\$
	(19)	Insurance – Life	\$
	(20)	Insurance – Health (omit if payroll deduction)	\$
	(21)	Childcare	\$
	(22)	Children’s activities	\$
	(23)	Entertainment	\$
	(24)	Haircuts	\$
	(25)	Cable TV and newspaper	\$
	(26)	Total monthly payments on debts (list below at G and show here)	\$
	(27)	Support or alimony payments to other persons	\$
	(28)	Other (specify):	\$
	TOTAL MONEY NEEDED PER MONTH		\$ (F)

Exhibit E – Proposed Support Decision and Information

(G)	MONTHLY PAYMENTS ON DEBTS				
	Description of Debt	Balance Now Owed	Date of Final Payment	Amount of Monthly Payment	
	TOTAL MONTHLY PAYMENTS ON DEBTS			\$	(G)

(H)	DIFFERENCE BETWEEN MONEY RECEIVED AND MONEY NEEDED – <i>Subtract (F) from (C)</i>	\$	(H)
-----	--------------------------------------------------------------------------------------	----	-----

(I)	STATUTORY PRESUMED CHILD SUPPORT – Multiply (E) by the Guideline Percentage _____%	\$	(I)
-----	---------------------------------------------------------------------------------------	----	-----

Exhibit F – Proposed Disposition of Issues

CAUSE NO. _____

_____ § IN THE _____ DISTRICT COURT
_____ § COUNTY COURT AT LAW _____
_____ §
_____ § WILLIAMSON COUNTY, TEXAS

'S PROPOSED DISPOSITION OF ISSUES
AND SUMMARY OF RELIEF REQUESTED

_____, Petitioner, requests the following relief on a ___(temporary/final)___basis.

By: _____

Attorney for _____

ISSUE	RELIEF REQUESTED	GRANTED	DENIED
Conservatorship			
Rights & Duties			
Possession & Access			
Terms & Conditions			

Exhibit F – Proposed Disposition of Issues

Health Insurance & Expenses for the Child			
Child Support			
Therapy			
Amicus Attorney			
Injunctions			
Discovery			
Proposed Property Division			
Reimbursement Claims			
Other Issues			
Attorney's Fees			

Exhibit G – Docket Control Order

CAUSE NO. _____

	§	IN THE _____ DISTRICT COURT/
	§	
	§	COUNTY COURT AT LAW # _____
	§	
VS.	§	
	§	
	§	WILLIAMSON COUNTY, TEXAS
	§	

DOCKET CONTROL ORDER

The following docket control order shall apply to this case unless modified by the court. If no date is given below, the item is governed by the Texas Rules of Civil Procedure.

1.		JOINDER. All parties must be added and served, whether by amendment or third-party practice, by this date. THE PARTY CAUSING THE JOINDER SHALL PROVIDE A COPY OF THIS SCHEDULING ORDER AT THE TIME OF SERVICE.
2.		EXPERT WITNESS DESIGNATION. Expert witness designations are required and must be served by the following dates. The designation must include the information listed in Rule 194.2(f). Failure to timely respond will be governed by Rule 193.6.
(a)		Experts for parties seeking affirmative relief.
(b)		All other experts.
3.		DISCOVERY PERIOD ENDS. All discovery must be conducted before the end of the discovery period. Parties seeking discovery must serve requests sufficiently far in advance of the end of the discovery period that the deadline for responding will be within the discovery period. Counsel may conduct discovery beyond this deadline by agreement. Incomplete discovery will not delay the trial.
4.		DISPOSITIVE MOTION AND PLEAS. Must be set for hearing or submission as follows:

Exhibit G – Docket Control Order

(a)		Dispositive motions or pleas subject to an interlocutory appeal must be set by this date.
(b)		Summary Judgment motions not subject to an interlocutory appeal must be set by this date.
(c)		Rule 166a(i) motions may not be set before this date.
5.		CHALLENGES TO EXPERT TESTIMONY. All motions to exclude testimony and evidentiary challenges to expert testimony must be filed by this date, unless extended by leave of court.
6.		PLEADINGS. All amendments and supplements must be filed by this date. This order does not preclude prompt filing of pleadings directly responsive to any timely filed pleadings.
7.		PRETRIAL CONFERENCE. Parties shall be prepared to discuss all aspects of trial with the court on this date. Failure to appear will be grounds for dismissal for want of prosecution. By this date, all parties must submit all filings required under Rule 166 of the Texas Rules of Civil Procedure.
8.		TRIAL.
9.		ESTIMATED LENGTH OF TRIAL.

SIGNED _____, 20____

PRESIDING JUDGE

AGREED:

ATTORNEY FOR PLAINTIFF
Email: _____

ATTORNEY FOR DEFENDANT
Email: _____

Exhibit H – Standing Order for Discovery, Disclosure,
and Protection of Certain Records

FILED
at 2:00 o'clock P M
JAN 03 2023

Lucie David
District Clerk, Williamson Co., TX.

IN THE 368th DISTRICT COURT
OF
WILLIAMSON COUNTY, TEXAS

**STANDING ORDERS FOR DISCOVERY, DISCLOSURE AND PROTECTION OF
CRIMINAL HISTORY RECORD INFORMATION, MEDICAL RECORDS
COVERED BY HIPAA & THE DISCLOSURE & DISSEMINATION OF
PRESENTENCE INVESTIGATION REPORTS IN CRIMINAL CASES**

On May 8, 2017, Judge Rick Kennon of the 368th Judicial District Court, joined all the judges of the District Courts in Williamson County, Texas and entered the following orders to facilitate the exchange and disclosure of discoverable information in the possession of the Williamson County District Attorney's Office pursuant to Article 39.14 of the Texas Code of Criminal Procedure. These Standing Orders apply only to felony criminal cases filed in Williamson County, Texas.

STANDING ORDER: CRIMINAL HISTORY RECORD INFORMATION

To comply with Article 39.14 of the Texas Code of Criminal Procedure, the Williamson County District Courts hereby authorize the Williamson County District Attorney's Office to disclose to the attorney of record for the defendant in a felony case, the criminal history record information of the defendant and any potential witnesses which are contained in the District Attorney's file. Such disclosure of criminal history record information by court order is specifically authorized under Section 411.084(2)(D) of the Texas Government Code. The Williamson County District Courts further order that defense attorneys receiving the criminal history record information by this order shall comply with the provisions of Chapter 411 of the Texas Government Code and Article 39.14 relating to the use and dissemination of criminal history record information. Nothing in this order requires the Williamson County District Attorney to conduct further investigation or inquiry into criminal history record information unless further ordered by the above referenced courts or otherwise required by law.

**STANDING ORDER: PROTECTED HEALTH INFORMATION COVERED BY
HIPAA**

To comply with Article 39.14 of the Texas Code of Criminal Procedure, the Health Insurance Portability and Accountability Act (hereinafter referred to as "HIPAA") and the related privacy regulations found in the Code of Federal Regulations, the above referenced District Courts hereby authorize the Williamson County District Attorney's Office to disclose to the attorney of record for the defendant in a felony case, any medical records, including protected health information, which are contained in the District Attorney's file and are related and material to the felony criminal case. The Williamson County District Courts further order that defense attorneys receiving information obtained by this order shall comply with the provisions of HIPAA, the related privacy rules, the Texas Medical Privacy Act, and Article 39.14, regarding the use and dissemination of protected health information.

*Exhibit H – Standing Order for Discovery, Disclosure,
and Protection of Certain Records*

Nothing in this order requires the District Attorney to conduct further investigation or inquiry into protected health information unless further ordered by the above referenced courts or otherwise required by law.

**STANDING ORDER: THE DISCLOSURE & DISSEMINATION OF
PRESENTENCE INVESTIGATION REPORTS IN CRIMINAL CASES**

In general, Presentence Investigation Reports are not public records. Article 42A.256 Texas Code of Criminal Procedure. As set out in Article 42A.255 of the Texas Code of Criminal Procedure, each Presentence Investigation Report for a criminal case filed in the Williamson County District Courts shall be made available to the attorneys for State and for the defendant at least 48 hours before sentencing. The Williamson County District Courts further order that attorneys for the State and the defendant shall be permitted to print a copy of the Presentence Investigation Report for their file. The attorney for the defendant shall review the Presentence Investigation Report with the defendant in a timely manner but shall not provide a copy of the Presentence Investigation Report to the defendant or any other individual. The Williamson County District Courts further order that defense attorneys receiving a Presentence Investigation Report by this order shall comply with the provisions Article 39.14 regarding the use and dissemination of the information contained in the Presentence Investigation Report. The conclusion of the criminal proceeding shall not relieve the defendant, the attorney for the defendant, or any other person or party provided access to the Presentence Investigation Report of his or her obligations under this order.

**STANDING ORDER: WILLIAMSON COUNTY COMMUNITY SUPERVISION &
CORRECTIONS DEPARTMENT CASE RECORDS**

The Williamson County Community Supervision & Corrections Department (the "Department") supervises offenders for the 26th, 277th and 368th Judicial District Courts of Williamson County, Texas. The Department maintains case file records for those offenders receiving supervision by the Department as required by Texas Administrative Code 163.67(a). Texas Administrative Code 163.67(6) provides that these case records are confidential and shall only be released under circumstances authorized by law or as directed by the Courts.

The Williamson County District Courts hereby direct that case records maintained and produced by the Department may be released to the Office of the Williamson County District Attorney for investigation and prosecution of Motions to Revoke and Motions to Adjudicate Community Supervision, as well as to the attorney representing the offender on a Motion to Revoke or Adjudicate Community Supervision. These records may be released electronically by the Department.

The Williamson County District Courts further order that attorneys receiving the Department's case file records by this order shall comply with the provisions Article 39.14 regarding the use and dissemination of this information and are to ensure that these confidential records are properly safeguarded and not released to any unauthorized person.

*Exhibit H – Standing Order for Discovery, Disclosure,
and Protection of Certain Records*

On January 1, 2023, the Honorable Sarah Bruchmiller was sworn-in as the newly elected Presiding Judge of the 368th Judicial District Court.

IT IS THEREFORE HEREBY ORDERED that the above Standing Orders continue in effect in the 368th Judicial District Court as of this, the 1st day of January, 2023.



Sarah Bruchmiller
Judge, 368th District Court

*Exhibit H – Standing Order for Discovery, Disclosure,
and Protection of Certain Records*

**STANDING ORDER FOR DISCOVERY, DISCLOSURE AND PROTECTION OF
CRIMINAL HISTORY RECORD INFORMATION, MEDICAL
RECORDS COVERED BY HIPAA & THE DISCLOSURE & DISSEMINATION OF
PRESENTENCE INVESTIGATION REPORTS IN CRIMINAL CASES**

The judges of the District Courts in Williamson County, Texas enter the following orders to facilitate the exchange and disclosure of discoverable information in the possession of the Williamson County District Attorney's Office pursuant to Article 39.14 of the Texas Code of Criminal Procedure. These orders apply only to felony criminal cases filed in Williamson County, Texas.

STANDING ORDER: CRIMINAL HISTORY RECORD INFORMATION

In order to comply with Article 39.14 of the Texas Code of Criminal Procedure, the Williamson County District Courts hereby authorize the Williamson County District Attorney's Office to disclose to the attorney of record for the defendant in a felony case, the criminal history record information of the defendant and any potential witnesses which are contained in the District Attorney's file. Such disclosure of criminal history record information by court order is specifically authorized under Section 411.084(2)(D) of the Texas Government Code. The Williamson County District Courts further order that defense attorneys receiving the criminal history record information by this order shall comply with the provisions of Chapter 411 of the Texas Government Code and Article 39.14 relating to the use and dissemination of criminal history record information. Nothing in this order requires the Williamson County District Attorney to conduct further investigation or inquiry into criminal history record information unless further ordered by the above referenced courts or otherwise required by law.

STANDING ORDER: PROTECTED HEALTH INFORMATION COVERED BY HIPAA

In order to comply with Article 39.14 of the Texas Code of Criminal Procedure, the Health Insurance Portability and Accountability Act (hereinafter referred to as "HIPAA") and the related privacy regulations found in the Code of Federal Regulations, the above referenced District Courts hereby authorize the Williamson County District Attorney's Office to disclose to the attorney of record for the defendant in a felony case, any medical records, including protected health information, which are contained in the District Attorney's file and are related and material to the felony criminal case. The Williamson County District Courts further order that defense attorneys receiving information obtained by this order shall comply with the provisions of HIPAA, the related privacy rules, the Texas Medical Privacy Act, and Article 39.14, regarding the use and dissemination of protected health information. Nothing in this order requires the District Attorney to conduct further investigation or inquiry into protected health information unless further ordered by the above referenced courts or otherwise required by law.

*Exhibit H – Standing Order for Discovery, Disclosure,
and Protection of Certain Records*

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**STANDING ORDER: WILLIAMSON COUNTY COMMUNITY SUPERVISION &
CORRECTIONS DEPARTMENT CASE RECORDS**

The Williamson County Community Supervision & Corrections Department (the "Department") supervises offenders for the 26th, 277th, and 368th Judicial District Courts of Williamson County, Texas. The Department maintains case file records for those offenders receiving supervision by the Department as required by Texas Administrative Code 163.67(a). Texas Administrative Code 163.67(b) provides that these case records are confidential and shall only be released under circumstances authorized by law or as directed by the Courts.

The Williamson County District Courts hereby direct that case records maintained and produced by the Department may be released to the Office of the Williamson County District Attorney for investigation and prosecution of Motions to Revoke and Motions to Adjudicate the community supervision, as well as to the attorney representing the offender on a Motion to Revoke or Adjudicate Community Supervision. These records may be released electronically by the Department.

The Williamson County District Courts further order that attorneys receiving the Department's case file records by this order shall comply with the provisions Article 39.14 regarding the use and dissemination of this information and are to ensure that these confidential records are properly safeguarded and not released to any unauthorized person.

Exhibit H – Standing Order for Discovery, Disclosure,
and Protection of Certain Records

IT IS FURTHER ORDERED that the above orders are effective May 8th
2017.

Date: May 3, 2017 Donna King
Donna King, Presiding Judge of the 26th District Court

Date: 5.3.17 Stacey Mathews
Stacey Mathews, Presiding Judge of the 277th District Court

Date: 5-3-17 Rick Kennon
Rick Kennon, Presiding Judge of the 368th District Court

Date: 5-3-17 Ryan Larson
Ryan Larson, Presiding Judge of the 395th District Court

Date: 5.3.17 Betsy Lambeth
Betsy Lambeth, Presiding Judge of the 425th District Court