

HONORABLE JAMES W. BOYD'S REMOTE HEARING PROCEDURES

Last updated: December 18, 2023

1. Unless otherwise specified in a court order, notice of hearing, or docket entry, the following matters shall be conducted in person¹:
 - a. Trials.
 - b. Evidentiary hearings.
 - c. Contested matters that, prior to the scheduled hearing, are not resolved by stipulation, agreement to adjourn the hearing, or agreement to treat the hearing as a status conference.
 - d. 1st pretrial conferences.
 - e. Hearings on motions for entry of default judgment.
2. An attorney or party may appear by Zoom videoconferencing for all matters not specified in paragraph 1. This includes an attorney or party monitoring a matter specified in paragraph 1, but who is not actively participating. Attorneys and parties are responsible for determining whether they qualify for the exception set forth in this paragraph. Attorneys and parties appearing by videoconferencing for matters covered by this paragraph need not contact the court in advance of the hearing.
3. Please note that only parties and their attorneys may appear remotely using Zoom. Members of the public who want to observe must do so in person in the courtroom.

To ensure remote access is limited, parties and attorneys appearing remotely will not be automatically admitted to the Zoom call but will first be placed in the “waiting room.” Court staff will then admit parties and attorneys from the waiting room after confirming they have a matter on the call. To be admitted, parties and attorneys must identify themselves by first and last name. Parties and attorneys who appear late for a hearing (i.e., after court is in session) and who cannot be adequately identified will not be admitted to the hearing.

4. For Marquette hearings only, any attorney or party who is required to appear in person may appear either in the Marquette courtroom or in the Grand Rapids courtroom.

¹ In person appearances may be excused, and appearances by Zoom may be permitted, for individuals who are experiencing illness or other personal emergency that may preclude an in person appearance. *Attorneys wishing to appear remotely due to illness or personal emergency should immediately contact Jessie Koerth at (616) 456-2290 so that the court, in its discretion, may determine whether to proceed by video or adjourn the matter to a future date on which the hearing may be conducted in person.*

Remote court appearances will continue to occur via Zoom videoconferencing. If you meet the above criteria for appearing remotely at a scheduled hearing, or if your remote appearance is otherwise permitted by a court order or notice, you may join the Zoom conference using the following log-in information:

Join ZoomGov Meeting:

<https://www.zoomgov.com/j/16141082837>

Meeting ID: 161 4108 2837

Passcode: 281319

Dial by your location:

+1 669 254 5252 US (San Jose)

+1 646 828 7666 US (New York)

Meeting ID: 161 4108 2837

Passcode: 281319

Prior to the hearing, each participant should review Judge Boyd's Guidelines for Participation in Video Hearings via Zoom, available at <https://www.miw.uscourts.gov/content/judge-james-w-boyd> under the "Remote Hearing Procedures" tab.