



P.O. Box 2038  
901 Ninth Avenue  
Greeley, Colorado 80632  
(970) 475-2400  
Colorado Judicial Department

## 19<sup>th</sup> Judicial District

March 11, 2016

**TO:** Members of the Media

**FROM:** Karen Salaz, District Administrator, Nineteenth Judicial District

**RE:** March 14-April 1, 2016 jury trial, case number 14CR2065, People v. Thomas Fallis

Proceeding: Jury Trial  
Presiding Judge: [Judge Thomas Quammen](https://www.courts.state.co.us/Bio.cfm?Employee_ID=474) ([https://www.courts.state.co.us/Bio.cfm?Employee\\_ID=474](https://www.courts.state.co.us/Bio.cfm?Employee_ID=474))  
March 14 Start Time: 8:00 a.m.  
Location: 910 Tenth Avenue, Second Floor, Division 15  
Projected Length: Three weeks

The media is reminded that all provisions of the Second Order RE: Request for Expanded Media Coverage are in full force and effect. The order is provided here as Attachment I. It is the responsibility of each member of the media to read and fully comply with all provisions of the order.

**Expanded Media:** The location for the video and still pool cameras has been identified by the judge as the front of the gallery in the right corner at the bar between the well and gallery. Tripods for the one still and one video camera may be placed straddling the bar. Only one person at a time is permitted to operate each camera. The signal is to be delayed relay to ensure no prohibited images or sound is distributed pursuant to the Second Order RE: Request for Expanded Media. The cameras are positioned so they will have a clear shot of the evidence display screens located on the adjacent wall. Videography and still photography is only permitted when Judge Quammen is on the bench. When court is in recess the audio and video feed must be turned off and the camera panned to the ceiling. The camera is to be set up 15 minutes before the beginning of each day of the trial.

**Electronic Devices:** Reporters are allowed to bring laptops into the courtroom. All sound must be muted, and audio and video recording and transmitting capabilities disabled. Reporters may report, Tweet, blog, etc. from the courtroom. If anyone leaves the courtroom in the middle of the trial, that person must wait until the next natural break in the trial to re-enter the courtroom. Cell phones should remain off at all times while in the courtroom.

**Seating:** Initially the reporters have two rows at the rear of the gallery identified and marked for their use. Power is available for laptops in that area. Should members of the families or public request additional seating, this allocation may be revisited, but will be discussed in advance with members of the media.

**Parking:** Megan Jurgenmeyer provides the most up-to-date parking information below. You should be forewarned that the City of Greeley strictly enforces the posted time limits for parking around the courthouse and ordinance enforcement officers routinely issue citations for violations.

**Wireless:** The Judicial Department does not have open access WiFi available. There is a guest network operated by Weld County. If you are interested in investigating its use, please contact the DA's Office. This is relatively new and I do not know its capabilities.

**Press Room:** The distribution box will be located in one of the attorney client rooms adjacent to the Division 15 courtroom. There is a juvenile waiting room around the corner just past the restrooms. The waiting room only will be in use on March 23 and 30 during the trial, so you are welcome to have that area for your use except on those two dates. Cameras may be brought into the second floor distribution room to directly record courtroom footage only. Any other use of cameras on the second floor is strictly prohibited by Second Order RE: Request for Expanded Media Coverage.

**Plaza West, Second Floor Photography:** One provision of Judge Quammen's order is that there will be no photographs or audio or video recording on the second floor of the Plaza West Courthouse. Our juvenile court is located on this floor so there is a great deal of traffic. Our Chief Judge Order [12-02](#) (Attachment 2) outlines electronic devices in the other areas of the court building and complex. We would request that you also familiarize yourself with this order.

**Outdoor Camera Staging Area:** We do not have a designated outdoor camera staging area. If that becomes a necessity, please connect with me and we will make arrangements. We ask that stand-up locations not impede traffic in or out of any of court building. Unless it becomes problematic or conflicts with CJO 12-02, we will not place restrictions on where these may be conducted.

**Court Documents:** Copies of the pleadings and filings in this case are available at the clerk's office.

**Food and Drink in the Courtroom:** Please be respectful of Judge Quammen's restriction that no food or drink be brought into the courtroom.

The Weld County Courthouse opens at 7:30 a.m. daily. Division 15 will open 15 minutes before the start of the trial. If you have any questions, please do not hesitate to let us know as we are hoping for open communication to avoid any problems and make both of our jobs as easy as possible.

Thank You in Advance, Karen, Candi and Marci

For additional information, please contact the following:

Transcripts or court documents: Marci Hoffman, [marci.hoffman@judicial.state.co.us](mailto:marci.hoffman@judicial.state.co.us)

General logistics: Candi Shepherd, [candi.shepherd@judicial.state.co.us](mailto:candi.shepherd@judicial.state.co.us) or [karen.salaz@judicial.state.co.us](mailto:karen.salaz@judicial.state.co.us)

I also am providing the excellent summary Megan Jurgemeyer provided you in a separate email so that you will have every thing in one place:

---

Pool details are now in place for the Tom Fallis trial, which begins in Weld County next week.

Jury selection begins on Monday, with opening statements scheduled to take place on either Tuesday or Wednesday. Because KUSA will be setting up equipment, we'd like to take the first day. Depending on timing, that would mean we would need to swap with KMGH or KCNC. Let me know if that works for you.

KDVR will drop its normal pool assignment on Monday, March 14<sup>th</sup> and will pick up Friday, March 18<sup>th</sup> instead. Normal pool assignments will resume the following week, with Fridays determined on a week-by-week basis.

The Weld County court complex is made up of three buildings. The trial will take place in Division 15, on the second floor of the Plaza West building at 910 10<sup>th</sup> Avenue. This building is the farthest west of the three.

Judge Thomas J. Quammen will preside over the trial.

Our contact at the courthouse is Karen Salaz, Judicial District Administrator for the 19<sup>th</sup> Judicial District. Office: (970) 475-2500, Cell: (970) 539-8307

The set-up in the courtroom is as follows:

The designated TV photographer will set up behind the bar to the far right of the first row in the courtroom.

We have permission to put the front two legs of our tripod over the bar as the first row is narrow.

There is an outlet for an XLR cable directly next to the camera position so we can connect to the courtroom's audio system.

A cable is being (*installation is complete– Karen Salaz 3/11/2016*) installed in between District 15 and the nearby conference room.

KUSA will supply a 1080i distribution box, which will be left in the adjoining conference room.

Pool TV Photographer requirements:

- The TV camera must be set up 15 minutes before that day's hearing starts.
- The photographer and camera must remain in place for the entirety of that day's hearing.
- The photographer will connect his/her camera to the cable in the courtroom. There is an outlet just in front of the bar for power. KUSA will supply an extension cord and power strip.
- The photographer will also need to provide a TVU or Live U. This can be connected to the distribution box in the conference room. For best reception, the unit should probably be set in the hallway. *(Karen – Due to the wiring and building construction we have gone to Plan B so the distribution box now will be in an attorney conference room adjacent to the glass entryway, which will help your signal significantly. No equipment will be allowed in the hallway.)*
- The station responsible for each day's coverage should route their TVU shot to City Pool and feed the trial live.
- Footage is being fed live for ease of distribution. Stations may NOT take the signal live on television nor may they stream it live online.
- The signal from Weld County is NOT as strong as it was from Boulder County during the Dynel Lane trial. For guaranteed footage on important days in the trial, it's recommended that the station send a representative to plug a deck into the distribution box.
- The TV photographer may NOT shoot any footage of the jury. We also cannot zoom in or record audio of bench conferences.
- This is gavel to gavel coverage. That means we may only record and transmit when the judge is on the bench. During breaks, the designated photographer should *(Karen – must)* turn the camera off and either put a lens cap on or point the camera at the ceiling.

Additional notes:

- If a reporter/photographer attends on a day they are not responsible for pool, they can connect a deck to the distribution box and record from there.
- Because juvenile court is held on the same floor as the trial, photographers will not be permitted to shoot in the hallways. B-roll and interviews should be shot outside of the courthouse.
- Because each day of the trial will be fed live, we are not requiring that each station be present every day in order to obtain footage.
- The judge will allow reporters to use laptops in court, assuming they will be quiet and respectful. Cell phones are prohibited.
- Security will rope off the first two rows on the far right side of the gallery. These seats will be reserved for media. *(Karen – This has been changed to the last two rows after getting the wiring through and further consideration by the Court. The area is clearly marked for the media to ensure there is seating for you.)*
- There is 2- and 3-hour parking all around the court complex and you will be ticketed if you exceed the limit. We have worked out the following arrangement with the City of Greeley:
  - There will be designated parking for live trucks on the northwest corner of the complex at the corner of 9<sup>th</sup> Street and 10<sup>th</sup> Avenue. (see attached photo) These spots should be blocked off each day once opening statements begin.
  - The city will also provide 12 parking permits for additional reporter/photographer parking in the City Hall parking lot along 10<sup>th</sup> Avenue. These have to be returned to the city following the trial, so as soon as I have them, I'll work out a way to check out passes to each station.

Please let me know if you have any questions.

Thanks!

**MEGAN JURGEMEYER**