

Addition to Procedures for COVID-19

Before appointment, the Mediator will assure the parties of her availability to conduct the proceeding expeditiously. The mediation conference will be scheduled by mutual consent. A Mediation Agreement will be executed by the parties and the Mediator.

At this time, in-person mediations are being conducted under protocols designed to minimize risk of COVID-19 infection to the participants and Mediator. Therefore, at this time, every attorney participating in a mediation with me MUST participate remotely if:

1. He/she has experienced a fever or cold or flu symptoms within 14 days of the mediation conference;
2. He/she has traveled internationally within 14 days of the mediation;
3. He/she has had contact with anyone under quarantine or self-quarantine within 14 days of the mediation; or
4. He/she has any other reason to believe that in-person participation during the mediation could expose other participants to a threat of infection.

Should any attorney, party, or mediation participant fall into any of the above groups, any such individuals may participate in the mediation by audio or videoconference. My preferred videoconferencing platform is Zoom. **Each attorney participating in a mediation shall have the duty to inquire whether the parties or individuals accompanying the attorney to the mediation fall into any of the above categories and alert the Mediator of any positive responses by any mediation participant.**

Additionally, the Mediator is implementing the following procedures:

1. Screening mediation participants for the risk of infection (see above);
2. Implementing "social distancing" steps that include the prohibition of physical contact, e.g., handshaking, among mediation participants; limiting the use of joint opening sessions; asking mediation participants to sit no closer than six feet from one another; etc.; and
3. Requiring all participants to wear a mask over their nose and mouth throughout the mediation.