



Chambers of
Andrea K. McCord
Bankruptcy Judge

Notice of Judge McCord's Courtroom Procedures
For Return to In-Person Hearings
(Revised July, 2021)

The New Albany and Evansville Courthouses and Federal Buildings are open to the public. Currently, the Bankruptcy Courts are holding both telephonic and video hearings. Judge McCord's chambers is currently available to hold any hearings, evidentiary or not, in person upon request. Effective August 6, 2021, all hearings and trials set in Judge McCord's court, other than omnibus chapter 13 hearings and adversary pre-trial hearings, will be held in person, subject to objection as set forth below.

Objection to In-Person Hearings and Request to Appear by Telephone or Videoconference

Parties with in-person hearings may request to appear by Zoom.gov videoconference or by telephone by contacting Judge McCord's courtroom deputies, Amy Massey for New Albany cases (amy_massey@insb.uscourts.gov), Jennifer Hobgood for Evansville cases (jennifer_hobgood@insb.uscourts.gov), or Maggie Twigg for adversary proceedings (maggie_twigg@insb.uscourts.gov) **no later than three (3) business days before the scheduled hearing**. If the request is approved, the courtroom deputy will add to the case docket a docket entry which indicates that the hearing has been changed to a Zoom/telephonic hearing and includes the pertinent link and/or call-in information. Please be aware that only e-filers will get notice of this docket entry. **The party requesting the videoconference or telephonic hearing will be responsible for relaying the link and call-in information to all participants who are not e-filers.** Please note that, unless a witness has been allowed to testify via videoconference or telephone, the participants not appearing in person shall appear telephonically and not by videoconference.

To present documentary evidence in a hearing or a trial held either telephonically or by videoconference, a party is required to follow the procedures outlined in General Order 20-0004. In addition, an attorney or pro set litigant wishing to submit and introduce exhibits during a Zoom or telephonic hearing must email pre-marked exhibits with the case name and number in the subject line to Judge McCord's courtroom deputies and law clerk no later than 24 hours in advance of the hearing date and time. No exceptions will be allowed. If you have questions about how to transmit evidence to the court in advance of a hearing, you may contact the Judge's courtroom deputies, Amy Massey or Jennifer Hobgood.

Omnibus Chapter 13 Hearings

Judge McCord's omnibus chapter 13 hearings will continue to be held telephonically. Parties shall continue to use the procedures in place for such hearings. Those established procedures advise that you consult Judge McCord's calendar posted on both the court's website (www.insbuscourts.gov) and CHAP mobile (downloadable app) to confirm if your hearing is telephonic or video and for information necessary to join the hearing.

As always, please review each Judge's communications on the court's website as the situation is fluid and each Judge will have their own courtroom procedures.

Questions about these procedures? Contact James Lee, Judge McCord's law clerk, (james_lee@insb.uscourts.gov) or Amy Massey (amy_massey@insb.uscourts.gov) and Jennifer Hobgood (jennifer_hobgood@insb.uscourts.gov) Judge McCord's courtroom deputies. For adversary proceedings contact Judge McCord's judicial assistant, Maggie Twigg (maggie_twigg@insb.uscourts.gov).