

**Teleconferences:** Polycom conference phones are installed or available in every courtroom. Five of the new courtrooms in Sioux Falls and Courtroom 3A in Lincoln also include integrated conference phones, where conference calls are connected through the courtroom's audio system and microphones – no more shouting at a speaker phone across the courtroom.

**Telephones / Cell Phones:** At the Court in Sioux Falls, public courtesy phones are available in the Jury Assembly Room, the Clerk's office on 2<sup>nd</sup> Floor, and Court Administration on the 3<sup>rd</sup> Floor. Cell phones are allowed in court buildings in both counties as long as they are turned off or silent, although recording and camera functions may not be used in either courthouse.

**Videoconferencing (ITV):** The Second Judicial Circuit now has ten videoconferencing units available to courtrooms, attorneys, and the public. ITV is frequently used for hearings, meetings, depositions, interpreter appearances, hearings to or from other states, and other events. Videoconferencing units are available at the courthouses in Sioux Falls (6), Canton (2), the Minnehaha County Jail (1), the Juvenile Detention Facility (1) and the State Penitentiary in Sioux Falls (2), and over 60 other courthouses, jails, and Correctional facilities around the state. The 2<sup>nd</sup> Circuit also has established access to a number of other videoconferencing sites around the United States, and currently maintains a national directory of cooperative, court-related ITV sites. If you are interested in a court-related video conference to anywhere in the United States or the world, please call Court Administration.

**Videoconferencing/Webcam:** If no other type of video connection is practical or possible to a remote location,, the 2<sup>nd</sup> Circuit does have the capability to handle webcam/laptop videoconferencing, including Skype, output to a large courtroom display screen.

**Wifi Signal:** Open-access wireless internet signals are available in both the Lincoln and Minnehaha County courthouses, provided as a public service by each county.



## CONTACT INFORMATION:

Hon. Lawrence E. Long, Presiding Judge  
Karl Thoennes III, Circuit Administrator  
425 North Dakota Avenue  
Sioux Falls, South Dakota 57104  
605-367-5920

### Minnehaha County

Clerk of Court – 605-367-5900  
Court Services (Probation) – 605-367-5930  
Court Administration – 605-367-5920

### Lincoln County

Clerk of Court – 605-987-5891  
Court Services (Probation) – 605-987-4287

Email: [UJSWeb2nd@uj.s.state.sd.us](mailto:UJSWeb2nd@uj.s.state.sd.us)

Website: [www.uj.s.sd.gov/second\\_circuit](http://www.uj.s.sd.gov/second_circuit)

Clerk's office hours:  
Monday-Friday  
8:00 a.m. – 5:00 p.m.

# COURTHOUSE EQUIPMENT & TECHNOLOGY

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Unified Judicial System  
State of South Dakota

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## SECOND JUDICIAL CIRCUIT

Lincoln  
&  
Minnehaha Counties

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South Dakota's 2<sup>nd</sup> Judicial Circuit is one of the most well-equipped judicial districts in the United States, with some of the most advanced courtroom electronics and capabilities available anywhere. The Circuit now has a total of 20 courtrooms available in Sioux Falls, Canton, and the Minnehaha Juvenile Detention Center.

**ADA Equipment:** Two courtrooms in Sioux Falls are equipped with infrared assisted listening systems, and six others are equipped for wired headset amplification. Courtroom 3A in Lincoln County is also equipped with wired assisted listening headphones.

**Computers:** In addition to laptops for courtroom use mentioned below, four public computers are available in the Law Library in Sioux Falls, two of which have full, public Westlaw access, and two function as public terminals to the Court's case database (statewide). A public Law Library terminal with Westlaw and public case access is also available in Lincoln County on the 1<sup>st</sup> Floor across from the Clerk's Office.

**Copiers:** There are free, public copy machines in the law libraries on 4<sup>th</sup> floor in Sioux Falls, and the 1<sup>st</sup> Floor in Lincoln County. Copy machines are also available in staff areas throughout the courthouse, although if court staff makes copies for you, the charge is 20 cents per page.

**Video/Telephonic Courtroom:** Courtroom 1B in Sioux Falls is custom-designed and furnished to function as a dedicated video/telephonic hearing room with built-in video conferencing, high quality conference phones, and a public access, wireless copier/scanner/fax machine. Call Court Administration to schedule the room.

**Courtroom 5B:** Courtrooms 5B and 6B in Sioux Falls and 3A in Canton are "high-tech, high-capacity" courtrooms, including integrated presentation systems, wall-mounted displays, videoconferencing, amplified audio headset jacks throughout the courtroom, integrated teleconference capability, and more. Please contact Court Administration for questions on specific capabilities for all courtrooms.

**Credit Card Payments:** The Court accepts credit card payments, Visa or Mastercard, by

phone or in person in both Lincoln and Minnehaha Counties.

**Faxing/Scanning:** The Court in Sioux Falls has five fax machines and five high volume copy machines equipped for scanning-to-email. The Court in Canton has two fax machines, and two copy machines with scan-to-email capability.

**Internet Access to Case Records:** Civil money judgments are now available online statewide. Click the "Public Information" link at the State Court Administration website, for more information. At this time public online access to the court's case database is only available at the public terminals at the courthouses, but online access is currently under development.

**Presentation equipment/electronics:** The court in Sioux Falls has the following presentation equipment available for attorney and public use:

- four portable LCD/multimedia projectors, two equipped with document cameras
- four laptop computers
- one overhead (transparency) projector
- one opaque projector
- six mobile TV/VCR/DVD units, one with webcam/Skype capability
- three portable projection screens
- wireless lapel microphones in five courtrooms;
- two *wired* lapel microphones.
- podiums and audio jacks for microphones are available in every courtroom.
- The court in Lincoln County has an LCD/computer projector, two mobile TV/DVD/VCR units, two projection screens, two DVD players, and two video-conference (ITV) systems. Almost all portable Sioux Falls equipment can also be delivered to Lincoln County on one or two day's notice.

**Realtime Transcription:** At least two court reporters in the 2<sup>nd</sup> Circuit are "real time" certified. Whether for ADA or other purposes, we have the capability to project a live,

simultaneous written transcription of court proceedings on a large screen or computer monitor for public display in any courtroom with prior notice. Because a realtime request does involve rearranging courtroom electronics and court reporter schedules however, requests for realtime and justifications for the requests are usually decided by judges for each hearing.

**Recording Systems:** The Second Circuit maintains the courtroom record in three different ways. The circuit has nine court reporters on staff for regular transcription. We have twelve "CourtSmart" courtrooms, nine in Sioux Falls and three in Canton, where digital audio recordings are made through a video feed to a control room in Sioux Falls. CourtSmart audio recordings are saved to a computer storage system and reproduced on a CD. We also have one "FTR Gold" system which is a computer (PC) based digital recording unit, at the Juvenile Detention Facility courtroom in Sioux Falls.

**Rooms Available:** In addition to the 20 regular courtrooms, the 2<sup>nd</sup> Judicial Circuit also has:

- a computer training room equipped for 18 users, ceiling mounted LCD projector, white board, and projection screen;
- a large meeting room/multipurpose room that seats up to 45 people classroom style; includes multiple projection screens, white boards, network jacks in multiple locations, and flexible furniture arrangements.
- a jury assembly room that includes a large-screen projection system, cable television, audio system, TV/DVD player, vending machines, kitchenette, courtesy phones, seats up to 120.
- multiple attorney/client conference rooms in both Canton and Sioux Falls
- fifteen jury deliberation and conference rooms in Canton and Sioux Falls, each seating not less than 14 people, most of which include kitchenettes and private bathrooms.