

State of Minnesota  
Hennepin County

District Court  
Fourth Judicial District

Court File Number: 27-CR-21-7460

Case Type: Crim/Traf Mandatory

## Notice of Remote Zoom Hearing

### FILE COPY

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State of Minnesota vs Kimberly Ann Potter

You are notified this matter is set for a remote hearing. This hearing will not be in person at the courthouse.

<i>Hearing Information</i>
<b>May 17, 2021</b>
<b>Omnibus Hearing</b>
<b>1:30 PM</b>

**The hearing will be held via Zoom and appearance shall be by video and audio unless otherwise directed** with Judicial Officer Regina M. Chu, Hennepin County District Court.

- If you fail to appear a warrant may be issued for your arrest. For petty misdemeanors, a conviction will be entered if you fail to appear.


You must:

- Notify the court if your address, email, or phone number changes.
- If this is the first time you've appeared in court, have your exhibits ready at the hearing and you will be given instructions at the hearing on how to submit them. If this is not the first time you've appeared, contact the judicial officer hearing your case for more instructions. Visit [www.mncourts.gov/Remote-Hearings](http://www.mncourts.gov/Remote-Hearings) for more information and options for joining remote hearings, including how to submit exhibits.
- Contact the court at 612-348-6000 if you do not have access to the internet, or are unable to connect by video and audio.
- If you cannot afford to hire a lawyer and would like to apply for a court-appointed attorney before this appearance visit <https://4thcourtspde.courts.state.mn.us> or scan the QR code to start the application.



### To join by internet:

1. Type <https://zoomgov.com/join> in your browser's address bar (example: bar at top of page on Google Chrome, Safari, or Internet Explorer).
2. Enter the **Meeting ID and Meeting Password (if asked):**  
**Zoom hearing information to be provided by judicial staff prior to hearing date.**

3. Update your name by clicking on your profile picture. If you are representing a party, add your role to your name, for example, John Smith, Attorney for Defendant.
4. Click the **Join Audio** button in the lower left-hand corner of your screen.
5. Click **Share Video**.
6. Select  to unmute (may need to tap screen to activate icons).

**To join by telephone (if you can't to join by internet):**

Be sure you know how to mute your phone when you are not speaking and unmute it again to speak.

1. Call Toll-Free: 1-833-568-8864
2. Enter the Meeting ID and Meeting Password:  
**Zoom hearing information to be provided by judicial staff prior to hearing date.**
3. To Unmute use \*6

**To receive an eReminder for future court dates via e-mail or text, visit [www.mncourts.gov/Hearing-eReminders.aspx](http://www.mncourts.gov/Hearing-eReminders.aspx) or scan the QR code to enroll.**



Dated: April 15, 2021

Sarah Lindahl-Pfieffer  
Hennepin County Court Administrator  
300 South Sixth Street  
Minneapolis MN 55487-0419  
612-348-2040

cc: Kimberly Ann Potter  
Earl P Gray  
Peter James Orput