

# THURSTON COUNTY SUPERIOR COURT HAS REDUCED ITS OPERATIONS IN RESPONSE TO COVID-19

Thurston County Superior Court issued Administrative Emergency Order no. 1 on March 13, 2020, Administrative Emergency Order no. 2 on March 17, 2020, and Administrative Emergency Order no. 3 on March 20, 2020.

Below is a list of the actions being taken at Thurston County Superior Court to assist in ensuring that the Court follows public health directives and protects the health and well-being of court employees, litigants, attorneys, and the general public.

## **Effective March 23, 2020:**

### **Operation Hours**

Main Campus: Monday-Friday 8:30 a.m. – 12:00 p.m.

### **Suspended Civil Calendars**

The Judges Civil Motions Calendar on Fridays are suspended through May 15, 2020, and any non-emergent matters currently scheduled are continued until after May 15, 2020.

Non-emergency Unlawful Detainer matters will not be set for hearing before May 15, 2020.

If you have an emergency issue, please see below under Emergency Issues.

### **Suspended Criminal Calendars**

All out of custody adult criminal hearings are continued until after May 15, 2020.

All out of custody adult criminal defendants shall comply with all release conditions, including 3.2 orders, protection orders, and Pretrial Services Supervision requirements, if being supervised.

If you are a defendant in an out of custody adult criminal case, please contact your attorney for additional information. If you do not have contact information for your attorney, you may contact Thurston County Public Defense. (Please see the contact list posted.)

### **Video Appearances Criminal Calendars**

The following *adult in-custody criminal calendars* will be conducted by video appearance only at Main Campus:

- Preliminary Appearance
- Arraignment hearings
- Trial Confirmation Hearings
- Change of Plea and Sentencing Hearings
- Special Sentencing
- In-custody Omnibus Hearings and
- Competency Hearings

## **Emergency Civil Issues**

### **Civil Emergency Matters**

Emergency civil matters on civil cases that are not Family and Juvenile cases will be heard only by court order. The Emergency Civil Calendar will be held telephonically on Friday morning at 9:00 a.m. by special set. This calendar is for Emergency Civil matters only, including Emergency Unlawful Detainer Matters, as determined by the judicial officer setting the hearing. Attorneys and parties seeking to have matters added to the Emergency Civil Calendar must use the mail-in Ex Parte process in LCR 7 (b)(1)(C) or the Emergency Telephonic Ex Parte process. There will be no in-person Ex Parte process in LCR 7(b)(1)(A) until May 15, 2020.

Emergency Telephonic Ex Parte Motions: Parties or Attorneys must file any documents relevant to the emergency motion, including a proposed order, prior to making a telephonic request. The emergency motion is made by calling the telephone number identified on the court's website between 9:00 a.m. and 9:45 a.m. Monday through Friday. The telephone line will not accept messages and will not be answered any other time. Those requesting emergency hearings should be prepared with their case number and a very brief explanation of the emergency.

### **Criminal Emergency Matters**

Request for emergency motions will be screened when presented ex parte and set by a Judicial Officer. The Court will consider emergency criminal motions only by court order.

## **Judges Copies**

All requirements for Judge's Copies are suspended at Superior Court. Please do not submit Judge's Copies.

## **Jury**

Jury service through April 24, 2020 is excused. You do not have to check in or call the Jury Administrator.

Updated juror information can be found on the Courts Website:

<https://www.thurstoncountywa.gov/sc/Pages/jurors.aspx>

## **Court Administration**

Main Campus Court Administration front counters may be closed effective March 20, 2020. We encourage all attorneys and parties call or email court administration in order to keep social distancing.

Phone number and Email Contact information can be found at: <https://www.thurstoncountywa.gov/sc>

Updated information will continue to be posted on the Courts website: <https://www.thurstoncountywa.gov>