

IN THE POULSBO MUNICIPAL COURT

IN RE THE POULSBO MUNICIPAL COURT
AND THE PANDEMIC OUTBREAK OF THE
CORONAVIRUS DISEASE 2019 (COVID-19)

NO. 2020-4
EMERGENCY ADMINISTRATIVE
ORDER

1. THIS ADMINISTRATIVE ORDER is being issued in response to the current pandemic outbreak of the Coronavirus Disease 2019 (COVID-19). Washington has been “ground zero” for this disease. As of today, there are over 2221 confirmed cases of the disease in Washington, including 20 confirmed cases in Kitsap County.
2. On February 29, 2020, Washington State Governor Jay Inslee declared a state of emergency due to the public health emergency posed by the spread of the coronavirus disease 2020 (COVID - 19).
3. On March 4, 2020, Chief Justice Debra Stephens of the Washington State Supreme Court adopted Order No. 25700-8-602, granting emergency authority upon all Washington courts to adopt, modify, and/or suspend court rules and orders, and to take further actions concerning court operations, as warranted to address the current public health emergency that affects operations of trial courts in Washington State; and
4. On March 13, 2020, Washington State Governor Jay Inslee ordered the closure of all public and private K-12 schools.
5. On March 13, 2020 the City of Poulsbo issued a Proclamation of Local Emergency. The proclamation allows the City to use all resources necessary to prepare for and respond to an outbreak and to adjust City policies and operations.
6. On March 13, 2020, the President of the United States declared that the COVID-19 outbreak in the United States constitutes a national emergency.
7. On March 16, 2020 Washington State Governor Inslee ordered a prohibition of gatherings of over 50 participants.
8. The Poulsbo Municipal Court is a very small court that requires litigants, attorneys, and court staff to work in extremely close quarters while attending court hearings. Social

distancing is not possible at the Poulsbo Municipal Court. In order to promote the public health goals identified by public officials, and promote the health and safety of users and staff at the court, it is necessary to modify operations and reduce in-person attendance at the Poulsbo Municipal Court during the declared public health emergency.

9. On March 20, 2020, Chief Justice Debra Stephens of the Washington State Supreme Court adopted Amended Order No. 25700-B-607;
10. On March 23, 2020, Washington State Governor Jay Inslee issued Proclamation 20-25, ordering all residents to stay at home or at their place of residence except to conduct or participate in essential activities, and/or (2) for employment in essential business services, effective March 25-April 6, 2020.
11. On March 16, 2020 this Court adopted Emergency Administrative Order 2020-1 regarding the operations of Poulsbo Municipal Court in light of the COVID-19 pandemic, followed by Amended Emergency Administrative Order 2020-2, adopted on March 24, 2020.
12. On April 29, 2020, Chief Justice Debra Stephens of the Washington State Supreme Court adopted the Second Revised and Extended Order Regarding Court Operations, Order No. 25700-B-618.
13. On May 5, 2020, Washington State Governor Jay Inslee issued Proclamation 20-25.3 adjusting and extending Proclamation 20-25 through May 31, 2020, ordering all residents to stay at home or at their place of residence except to conduct or participate in essential activities, and/or (2) for employment in essential business services, and/or to participate in activities permitted by said proclamation.
14. Given the significant number of identified and projected cases of the disease in Washington, the severity of the risk posed to the public, the recommendations of the Health Department, the requirements of Order No. 25700-B-607 and Order No. 25700-B-618 and the authority granted by said Orders, the current situation demands

immediate action by the Courts.

PURSUANT TO Order Nos. 25700-B-607 and 25700-B-618 of The Supreme Court of Washington, as Presiding Judge of the Poulsbo Municipal Court, in the interest of both public safety and public health during the COVID-19 public health crisis

NOW, THEREFORE, it is hereby –

ORDERED that effective immediately and until further Order of the Court –

1. All non-emergency civil matters shall be continued until after July 31, 2020, except those motions, actions on agreed orders, conferences or other proceedings that can appropriately be conducted by telephone, video, or other means that does not require in-person attendance and those matters included in Section 8 of this Order. The matters continued include but are not limited to the following:
 - A. Infraction hearings (both contested and mitigation). To effectuate these continuances, IRLJ 2.6(a), (b), (d), (e), and (f) shall be suspended. The Court will continue to accept written statements submitted by mail or email pursuant to IRLJ 2.6(c).
 - B. Impound of vehicle or vessel hearings
 - C. Impound of animal hearings.
2. All emergency matters, including civil protection and restraining order matters, that must be heard before July 31, 2020, must be heard by telephone, video or other means that does not require in-person attendance, unless impossible. Where court matters must be heard in person, social distancing and other public health measures must be strictly observed. Telephonic, video, or other hearings required to be public must be recorded, with the recording preserved for the record.
3. All criminal trials are suspended until after September 30, 2020. For all criminal trials suspended under this provision, September 30, 2020 will be the new commencement