

**IN THE POULSBO MUNICIPAL COURT**

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

**NO. 2021-01**  
**EMERGENCY ADMINISTRATIVE**  
**ORDER**

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**THIS ADMINISTRATIVE ORDER is being issued in response to the current pandemic outbreak of the Coronavirus Disease 2019 (COVID-19).**

WHEREAS, the findings of this Court contained in Emergency Administrative Order 2020-05 continue to remain true and are therefore incorporated as court findings into this Emergency Administrative Order 2021-01;

WHEREAS, the Kitsap Public Health District continues to report a high level of COVID-19 cases in Kitsap County following the holiday season;

WHEREAS, while Poulsbo Municipal Court continues to take appropriate steps to make our court environment safe, this court is convinced that disruptions with jury service are likely based upon the lack of control the Court has beyond our city environment and that conducting jury trials at this time would be potentially detrimental to jurors, court staff, counsel and defendants;

WHEREAS, the Poulsbo Municipal Court is a very small court, located within the Poulsbo City Hall that is currently closed to the public, 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;

WHEREAS, the increase in the spread of COVID-19 is an unavoidable or unforeseen circumstance affecting the time for trial beyond the control of the Court or the parties.

NOW, THEREFORE, it is hereby

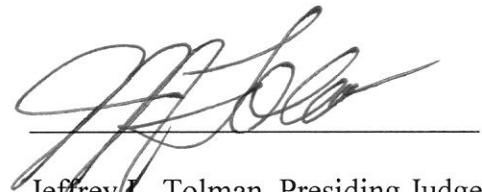
ORDERED that effective today and until further order of the court -

All jury trials shall be suspended through April 30, 2021 in Poulsbo Municipal Court. All currently scheduled court dates remain calendared.

All bench trials which require witnesses, defendants, staff, or other court participants to appear in person in the Poulsbo Municipal Court Courtroom, and which can not be conducted remotely, shall be suspended through April 30, 2021 in the Poulsbo Municipal Court.

Further, all other terms of Emergency Administrative Order 2020-05 shall remain in effect through April 30, 2021.

DATED – February 1, 2021

A handwritten signature in black ink, appearing to read 'J. Tolman', is written over a horizontal line.

Jeffrey L. Tolman, Presiding Judge  
Poulsbo Municipal Court