

BAINBRIDGE ISLAND MUNICIPAL COURT
COUNTY OF KITSAP, STATE OF WASHINGTON

IN THE MATTER OF THE EMERGENCY
RESPONSE TO THE CORONAVIRUS
(COVID-19) PUBLIC HEALTH THREAT.

EMERGENCY
ADMINISTRATIVE ORDER

NO. 2020-2

THIS MATTER comes before the Court on the public health emergency in the City of Bainbridge Island, Kitsap County, State of Washington:

1. 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 (COVID – 19).
2. On March 4, 2020, Chief Justice Debra Stephens of the Washington State Supreme Court adopted Order No. 25700-B-602, granting emergency authority to 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 state of emergency, issued an emergency order in response to the public health emergency that affects operations of trial courts in Washington State.
3. On March 9, 2020, the City of Bainbridge Island issued a Proclamation of Local Emergency in response to the Kitsap Public Health District's March 8th confirmation of the county's first "presumptive positive" COVID-19 case on Bainbridge Island. 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.
4. On March 13, 2020, the Governor imposed statewide school closures for K-12 public schools and placed restrictions prohibiting gatherings of more than 250 due to the danger of continued spread of the virus and the increasing danger the virus presents to the health care system in the region.
5. On March 13, 2020, the President of the United States declared that the COVID-19 outbreak in the United States constitutes a national emergency.
6. On March 16, 2020, the Bainbridge Island Municipal Court issued an order modifying operations in order to protect the health and safety of litigants, attorneys, court staff, and the public.
7. On March 18, 2020, Washington Supreme Court issued an Emergency Order requiring trial courts to modify operations by continuing most criminal and civil matters and prohibiting all in-person appearances, unless impossible, through

- April 24, 2020. The Supreme Court Order was amended on March 20, 2020 to clarify the handling of some civil matters. This order is more stringent than the order issued by the Bainbridge Island Municipal Court several days earlier. Therefore, an amended order is necessary to clarify the operating procedures of the Municipal Court considering the latest Supreme Court Emergency Order.
8. On March 19, 2020, the federal government issued a Level 4, Do Not Travel Global Health Advisory. Due to public health measures to limit the spread of COVID-19, effective March 20, 2020, the United States Department of State is only offering expedited passport service to customers with a qualified life-or-death emergency who need a passport for immediate international travel within 72 hours. No other expedited services are offered, and mail-in applications may be delayed.
 9. The Bainbridge Island Municipal Court is a very small courthouse. The courtroom requires litigants, attorneys, and court staff to work in extremely close quarters while attending court hearings. Social distancing is not possible at the Bainbridge Island Municipal Courthouse. In order to promote the public health goals identified by public officials, promote the health and safety of users and staff at the court, and comply with the order of the Washington Supreme Court, it is necessary to modify operations and prevent in-person attendance at the Bainbridge Island Municipal Court during the declared public health emergency.

THEREFORE, IT IS HEREBY ORDERED that this order supersedes the court's previous order of March 16, 2020. Effective Monday, March 23, 2020, all currently scheduled court matters will be postponed and rescheduled by the court clerks to another date after April 24, 2020, with the following exceptions:

1. Traffic infractions and parking mitigation cases submitted for mitigation by mail will be reviewed as scheduled. All infraction and parking hearings that require the appearance of any party will be rescheduled to a later date.
2. Criminal cases where a defendant is detained in-custody on that particular criminal case will proceed as currently scheduled. Attorneys or interested parties may appear by telephone or video.
3. New petitions for protection orders will be reviewed ex parte on the written record. The Judge may schedule a telephonic or video hearing if needed. The temporary order may be issued for longer than 14 days required by statute and the full order hearing may be scheduled beyond the April 24, 2020 date.
4. Review hearings set to determine compliance with any order issued to surrender weapons, install ignition interlock, and comply with pre-trial drug

and alcohol monitoring, will continue as normally scheduled even if an underlying criminal case is being rescheduled to a later date. These hearings will occur by telephone, video, or ex parte presentation.

5. Matters may be scheduled if a written request to the judge is presented explaining the emergent need for a hearing, or upon a judicial determination of an emergent need. The matter will be scheduled for a telephonic or video hearing, depending on the circumstances of the case. The Judge may allow in-person appearances only if a telephonic or video appearance is impossible.
6. Civil motions may be noted and heard without oral argument.
7. Bench warrant quash requests by a defendant by email or telephone will be reviewed ex parte, provided that the defendant provides an updated address to the clerk.
8. Ex parte matters will continue to be processed.

For all hearings currently pending and for hearings on new cases filed during the pendency of this order that are delayed by effect of this order, the delay or continuance shall constitute an excluded period for purposes of Speedy Trial, CrRLJ 3.3, CrRLJ 4.1, IRLJ 2.2, IRLJ 2.4, IRLJ 2.6, and any other applicable court rule.

For all hearings delayed by this order, notice of the next hearing will be mailed via US mail. Any person needing to update their mailing address should contact the court clerk at (206) 842-5641.

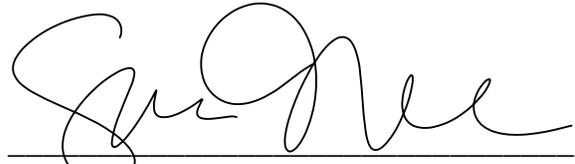
For all hearings not continued by effect of this rule, telephonic and video hearings will be required to the greatest extent possible in order to encourage social distancing as recommended by both the Centers for Disease Control and local public health officials. Any person interested in attending a hearing by phone or video shall contact the clerk at (206) 842-5641 to request instructions on how to participate in the hearing.

It is further ordered that passport processing services by the court staff shall be suspended at least through April 24, 2020.

The doors to the courthouse shall remain closed to public, unless there is a specific exception to allow in-person appearance made by the Judge. All paperwork shall be delivered to the court through mail, fax, or email, unless it is impossible due to time constraints or lack of technology and the clerk allows in-person pickup or delivery of paperwork. The court is open for business and clerks may be contacted by telephone, email, fax, and mail. The court website at www.bainbridgewa.gov/court will be regularly updated with announcements, forms, and contact information.

This order will continue in full force and effect until terminated. This order may be modified consistent with the Court's continual assessment of the needs of the community as well as the recommendations of public health officials.

DATED this 23rd day of March, 2020.

A handwritten signature in black ink, appearing to read "Sara McCulloch", written over a horizontal line.

Judge Sara McCulloch