

ENTERED  
MAR 13 2020

COURT OF COMMON PLEAS, GENERAL DIVISION  
MUNICIPAL COURT  
HAMILTON COUNTY, OHIO

IN RE: COURTHOUSE OPERATIONS :  
UNDER EXIGENT CIRCUMSTANCES : **JOINT**  
CREATED BY COVID-19 : **ADMINISTRATIVE**  
 : **ORDER**

M200001

The Presiding and Administrative Judges of the Hamilton County Court of Common Pleas, General Division, and the Hamilton County Municipal Court hereby issue a Joint Administrative Order in response to the public health emergency created by the outbreak of Coronavirus Disease 2019 (COVID-19). There are multiple confirmed cases of COVID-19 in the State of Ohio, in response to which the Governor of the State of Ohio, Michael DeWine, has issued an Executive Order declaring a state of emergency, which among other things, limits large indoor gatherings. Local officials at the county and city level have followed suit. The Governor's declaration follows the Centers for Disease Control and Prevention (CDC), "Interim Guidance," recommending that all employers consider how best to decrease the spread of COVID-19.

Given the severity of the risk posed to the public, the CDC mandate, and Governor's declaration, it is hereby ordered that effective Monday, March 16, 2020:

- (1) All jury trials in civil and criminal matters are hereby suspended for thirty (30) days, until further order of the court.
- (2) In all Common Pleas, General Division civil and criminal matters that are currently set and affected by this order, counsel and any pro se parties shall contact the courtroom of the assigned judge prior to the currently scheduled date to obtain a future court date and time.
- (3) All civil and criminal matters scheduled before any judge or magistrate in the Court of Common Pleas, General Division or Municipal Court, and any associated deadlines are continued at the discretion of the assigned judge for a minimum of thirty (30) days pending further order of the Court, except the following:
  - a. Criminal arraignments for incarcerated defendants;
  - b. Proceedings involving incarcerated defendants at the assigned judge's discretion;
  - c. Civil stalking protection orders;
  - d. Temporary restraining orders; and
  - e. Search warrants.
- (4) With regard to criminal matters, due to the effect of the above public health recommendations on the availability of counsel and court staff to be present in the courtroom, and the court's reduced ability to obtain the adequate spectrum



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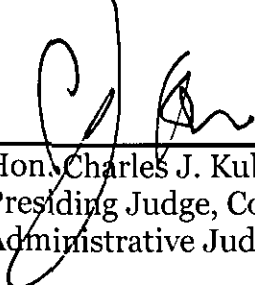


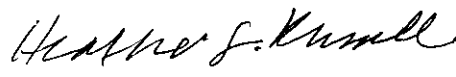
VERIFY RECORD

jurors, the continuances implemented by this Joint Administrative Order, are subject to R.C. 2945.72(H), "Extension of Time for Hearing or Trial." The Courts specifically find the public health interests are paramount and the ends of justice are best served by this Joint Administrative Order.

- (5) Video and telephonic hearings and conferences shall be utilized to the extent possible.
- (6) This Joint Administrative Order does not affect the Courts' consideration of civil or criminal motions that can be resolved without oral argument.
- (7) The Hamilton County Courthouse shall remain open until further order of the Court. Court staff will be available by telephone. In consultation with Clerk of Courts, all public in-person Clerk of Court operations currently located in the Hamilton County Courthouse shall be relocated to the Clerk's Office at the Hamilton County Justice Center. Electronic filing may still be made via the services offered through the Clerk of Courts where available. The public is encouraged to follow all applicable public health guidelines while utilizing Court services.

IT IS SO ORDERED.

 8-13-20  
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Hon. Charles J. Kubicki, Jr.  
Presiding Judge, Court of Common Pleas  
Administrative Judge, General Division

  
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Hon. Heather S. Russell  
Presiding and Administrative  
Judge, Municipal Court  
Per phone Authorization  
8-13-2020  
