

FILED

MAR 17 2020

**CIRCUIT CLERK
ST CHARLES COUNTY**

**IN THE ELEVENTH JUDICIAL CIRCUIT COURT
STATE OF MISSOURI
ADMINISTRATIVE ORDER NO. 2020-007**

In Re: COVID-19

ORDER

WHEREAS, the Centers for Disease Control and Prevention have declared that the outbreak of COVID-19 is a worldwide pandemic, and the St. Charles County Executive has, accordingly, declared a state of emergency, and;

WHEREAS, the Missouri Supreme Court has suspended all in-person proceedings in all courts and instructed courts in this state to “prepare for potential infection in their community”, and;

WHEREAS, the Missouri Supreme Court has directed its courts to “consider strategies to prevent the spread of respiratory germs into, within, and between facilities”, including, but not limited to, posting an order to the courthouse doors prohibiting access to the premises for individuals that have been exposed to or are exhibiting symptoms of COVID-19.

NOW THEREFORE, IT IS HEREBY ORDERED, effective Tuesday, March 17, 2020, and until further order of this Court, that the following persons shall not enter the St. Charles County Courthouse, or any of its Divisions in St. Charles County, Missouri:

- Persons who have traveled to any foreign country within the last 14 days;
- Persons who reside or have had close contact with someone who has travelled to any foreign country within the last 14 days;
- Persons who have been asked to self-quarantine by any doctor, hospital or health agency;
- Persons who have been diagnosed with, or have had contact with, anyone who has been diagnosed with COVID-19; and
- Persons with unexplained fever, cough or shortness of breath.

Anyone attempting to enter in violation of these protocols will be denied entry by a Court Security Officer. Individuals not authorized to enter the premises because of the restrictions listed above are provided the following contact information to have remote access to the administration of justice:

Any attorney or party shall promptly notify opposing counsel and the court if they reasonably suspect that a participant in any proceeding authorized by this Court’s Administrative Order 2020-007 may come within any of the above listed categories.

If you have a scheduled appointment or you are otherwise required to appear at one of the offices or divisions of this courthouse in St. Charles County, Missouri, and you are unable to appear because of the restrictions listed above, you should proceed as follows:

- If you are represented by an attorney, please contact your attorney;
- If you are an attorney scheduled to appear in Court before a Circuit or Associate Circuit Judge or a Commissioner, please contact the Division Clerk directly (or contact the Clerk's Office at 636-949-7900 or the Clerk of the Family Court at 636-949-7900 Ext. 7745 or the Clerk of the Probate Court at 636-949-7900 Ext. 5535 or contact the Court's website at <https://www.courts.mo.gov/hosted/circuit11/>).
- If you need information about the status of your case, please consult Casenet or contact the Circuit Clerk's Office at 636-949-7900;
- If you are a prospective Juror, please contact the Jury Services at 636-949-3088;
- If you are seeking an Order of Protection regarding adult/child abuse please contact 636-949-3080;
- If you are scheduled to meet with a Probation Officer, please contact your assigned private probation office, or the Missouri Probation and Parole Office at 314-340-3801;
- For St. Charles Prosecuting Attorney matters, please contact the Saint Charles Prosecuting Attorney at 636-949-7355;
- St. Charles County Public Defender matters, please contact the Missouri Public Defender at 314-615-4778;
- For St. Charles County Sheriff matters, please call the main line at 636-949-7380.

These restrictions will remain in place temporarily until it is determined to be safe to remove them. People who think they may have been exposed to COVID-19 should contact their healthcare provider immediately.

If you have any questions as to this Administrative Order, please contact the Clerk of the Court, Cheryl Crowder, at 636-949-3097.

SO ORDERED



DANIEL G. PELIKAN
PRESIDING JUDGE

DATED: March 17, 2020

