



IN THE CIRCUIT COURT OF GREENE COUNTY  
STATE OF MISSOURI  
THIRTY-FIRST JUDICIAL CIRCUIT

In Re: OPERATING PHASE ONE - COURT NORMALIZATION ORDER  
Notification to the Public

Administrative Order 2020-AO31

WHEREAS in response to the declaration of national and state emergencies following the classification of COVID-19 as a pandemic this Court, and the Supreme Court of Missouri have entered several orders directing the operation of court proceedings during the crisis; and

WHEREAS The Supreme Court of Missouri issued its Order and Operational Directives dated May 4, 2020, effective May 16, 2020. The order provides the Missouri Judicial Circuits with Operational Directives governing a plan for normalization of court operations and supersedes all previous orders; and

WHEREAS it remains the sincere desire of the Court to continue to conduct important and most often essential court operations and meet all constitutional obligations to the citizens of our community while at the same time taking all reasonable measures to protect the health and safety of court employees, attorneys, parties and citizens; and

WHEREAS in compliance with the Order of the Supreme Court, the Presiding Judge of the Thirty-first Judicial Circuit has given notice to the Supreme Court of Missouri that the Gateway Criteria have been met and the Courts in Greene County will continue operations under the guidelines of "Operating Phase One."

WHEREFORE, the Presiding Judge hereby enters the following order:

1. Effective May 16, 2020 the Court will resume in-court proceedings and appearances in those cases determined to be most critical. The determination of what cases may be heard as in-person proceedings will be made by the Judge supervising the case and may include all case types previously considered as exceptions to the prohibition on in-court proceedings and additional case types as determined appropriate.
2. All persons admitted to the Judicial Court Facility or Juvenile Facility will continue to be screened with basic health, contact and travel questions. Persons

will continue to have their temperature checked prior to admittance and will not be admitted if their temperature is 100.4<sup>0</sup> or higher.

3. All persons admitted to the Judicial Court Facility or Juvenile Facility will be required to wear a face mask upon entrance, and while in the common areas of the facility. Persons are requested to bring their own mask for this purpose, however, subject to availability, masks will be provided. Masks will not be required in the courtrooms unless ordered by the individual judge of that division.
4. All persons admitted to the Judicial Court Facility or Juvenile Facility will be required to respect the 6-foot social distancing requirement in all common areas and in the courtrooms. Floor markings will be visible to assist in maintaining the distancing.
5. Courtroom occupancy will be limited to no more than 10 persons at any one time. If the courtroom is occupied at capacity parties may check-in with the bailiff and then wait in the common area outside the courtroom to be called as space permits.
6. Judges, court staff, attorneys and parties are still encouraged to use all available technologies-including teleconferencing and video conferencing-wherever possible to limit in-person courtroom appearances to the extent not prohibited by constitutional or statutory provisions.
7. All non-essential travel by judicial employees for work-related functions remains suspended.
8. The Court will continue the enhanced cleaning and disinfection procedures undertaken at the Judicial Courts Facility and Juvenile Facility. To the extent available, hand sanitizer will be made available for use by all persons in the facilities.
9. Judges and employees will continue to work from home, and work in shifts whenever possible and feasible to keep staffing levels appropriate to reduce unnecessary contact and mitigate the spread of the virus, while at the same time support all court activity.
10. Judicial employee will be subject to quarantine or isolation based on various circumstances. Any employee who experiences COVID symptoms, or who has had any contact with another person that is symptomatic or has had contact with a person who has tested positive for COVID-19 should immediately report that circumstance to their supervisor for further instructions.

#### 11. MUNICIPAL DIVISIONS

The Municipal Divisions in Greene County, including Ash Grove, Battlefield, Fair Grove, Republic, Springfield, Strafford, Walnut Grove,

and Willard are governed by this Order except that appropriate occupancy limits may be less based on the size of the municipal court facility and the need to maintain distancing requirements.

This Administrative Order shall remain in effect until at least May 29, 2020 and thereafter until rescinded or superseded by subsequent order of the court. It is hoped and anticipated that community circumstances will continue to improve thus supporting the Court's move to Operating Phase Two on May 30, 2020. If the Gateway Criteria are met, the Court will issue a further Court Normalization Order at that time.

Dated: May 15, 2020



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Michael J. Cordonnier  
Presiding Judge  
Thirty-first Judicial Circuit