



**RACHEL L. BRINGER SHEPHERD
PRESIDING JUDGE
TENTH JUDICIAL CIRCUIT**

573-221-0579

Marion County Courthouse
100 South Main
Palmyra, MO 63461

Marion County Courthouse
906 Broadway
Hannibal, MO 63401

Monroe County Courthouse
300 North Main
Paris, MO 65275

Ralls County Courthouse
311 South Main
New London, MO 63459

June 2, 2020

ADMINISTRATIVE ORDER 20-05

EFFECTIVE June 3, 2020

IN RE COURT OPERATIONS IN LIGHT OF THE MISSOURI GOVERNOR'S ORDER OF MARCH 21, 2020 AND THE ORDERS OF THE SUPREME COURT DATED MARCH 22, 2020, APRIL 1, 2020, April 17, 2020, and May 4, 2020

1. Effective June 3, 2020, the Tenth Judicial Circuit will be moving into Operating Phase TWO, as described in the Missouri Supreme Court order dated May 4, 2020.
2. Occupancy in the courtrooms and common areas shall be limited in order to maintain social distancing.
3. For the cases in which in-person proceedings are scheduled during operating phase two, strict social distancing protocols must be maintained. All participants in court proceedings, including litigants, attorneys, judges, clerks, bailiffs, witnesses, court partners, spectators, members of the press, and courthouse staff must wear masks or face coverings. All Court participants will be subject to a temperature check prior to entering the courthouse. The judge presiding over the proceeding shall arrange the manner in which temperature checks are conducted. The judge presiding over the proceeding will take action

to mark six-foot distances at various locations in the courtroom for use by litigants, attorneys, and court personnel.

5. Vulnerable litigants, witnesses, victims, attorneys, and other individuals involved in court proceedings will be permitted to participate in the proceedings remotely or have their cases continued or postponed at the discretion of the judge. Judges shall use all available technologies – including teleconferencing and video conferencing – whenever possible to limit in-person courtroom appearances to the extent not prohibited by constitutional or statutory provisions.

6. Municipal Court operations shall resume in operational phase two.

7. The provisions of prior administrative orders not amended by this order remain in effect.

8. The following individuals are **prohibited** from entering the courthouse:

1. Persons who have traveled to any foreign country within the last 14 days;
2. Persons who reside or have had close contact with someone who has travelled to any foreign country within the last 14 days;
3. Persons who have been asked to self-quarantine by any doctor, hospital or health agency;
4. Persons who have been diagnosed with, or have had contact with, anyone who has been diagnosed with COVID-19; and
5. Persons with unexplained fever, lost of sense of taste or smell, cough or shortness of breath;
6. Persons with symptoms of respiratory illness which includes congestion, runny nose, cough, sore throat, fever, body aches, or fatigue must stay home until they recover and are free of fever (100.4° F [37.8° C]) or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants).

If you are unable to enter the courthouse for these or any other reason, please contact the clerk immediately to receive instructions about your court proceeding.

SO ORDERED.

June 2, 2020

Rachel L. Bringer Shepherd

Rachel Bringer Shepherd
Presiding Judge
Tenth Judicial Circuit

A copy of this order has been emailed to:

The Marion County Commission
The Monroe County Commission
The Ralls County Commission
Members of the Tenth Circuit Bar Association
The Marion County Sheriff
The Monroe County Sheriff
The Ralls County Sheriff
Valerie Munzlinger, Marion County Circuit Clerk, District 1
Christine Tate, Marion County Circuit Clerk, District 2
Heather Wheeler, Monroe County Circuit Clerk
Gina Jameson, Ralls County Circuit Clerk