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**AMENDED ORDER CONCERNING PUBLIC HEALTH EMERGENCY MEASURES**

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Due to the ongoing public health emergency, the Rock County Circuit Court issues the following order and guidelines for proceedings and essential functions of the court from March 23, 2020 through May 22, 2020, or upon further order of the Court. The Rock County Courthouse remains open and any change in status will be noticed on the Rock County Circuit Court website: [www.co.rock.wi.us/courts](http://www.co.rock.wi.us/courts); and /or the WCLO closing website: [www.wclo.com/closings](http://www.wclo.com/closings).

Wisconsin's governor, on March 12, 2020, declared a public health emergency in response to the COVID-19 human infection outbreak. On March 22, 2020, the Wisconsin Supreme Court issued orders concerning jury trials scheduled through May 22, 2020, and remote hearings. The Rock County Circuit Court is closely monitoring the situation and committed to open access of courts and service to the public, while protecting the health and safety of litigants, court and security staff, attorneys, jurors, victims and witnesses, other participants in court proceedings, and all other persons in court facilities.

**In accordance with the Supreme Court's March 22, 2020 orders, this court finds:**

1. Good cause exists, for the reasons stated in the Supreme Court's orders, to continue all jury trials in Rock County until after May 22, 2020; and
2. In response to the public health emergency and for the reasons stated in the Supreme Court's orders, it is necessary for all hearings scheduled through April 30, 2020, to be held by video or telephone means, or rescheduled, unless the presiding judicial officer orders otherwise.

**The Rock County Circuit Court orders, effective immediately:**

1. All jury trials scheduled in the Rock County Circuit Court, through May 22, 2020, are continued and shall be rescheduled to a date after May 22, 2020. Any request for relief from this order must be made to the Wisconsin Supreme Court, labeled as an "EMERGENCY" request;

2. Unless otherwise ordered by the judicial officer presiding, all proceedings in the Rock County Circuit Court scheduled through April 30, 2020, shall be held without in-person appearances. Counsel or an unrepresented party may petition this court for relief from this order, stating good cause why an in-person hearing is necessary before April 30, 2020.

The attached guidelines ensure the continuous performance of the court's essential functions and operations, while these orders are in effect. For more information regarding a specific case, call the Clerk of Courts (608/743-2200) or the branch to which the case is assigned. A link to branch offices can be found at: <https://www.co.rock.wi.us/courts-circuit-court/courts-circuit-judges-commissioners> (a link to the court calendars for each branch is available on the same page).

Dated this 23<sup>rd</sup> day of March, 2020.

BY THE COURT:

*electronically signed by*

Hon. Daniel T. Dillon  
Presiding Judge

*electronically signed by*

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Hon. Karl R. Hanson  
Circuit Court Judge, Branch 1

*electronically signed by*

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Hon. Michael A. Haakenson  
Circuit Court Judge, Branch 5

*electronically signed by*

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Hon. Derrick A. Grubb  
Circuit Court Judge, Branch 2

*electronically signed by*

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Hon. John M. Wood  
Circuit Court Judge, Branch 6

*electronically signed by*

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Hon. Jeffrey S. Kuglitsch  
Circuit Court Judge, Branch 3

*electronically signed by*

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Hon. Barbara W. McCrory  
Circuit Court Judge, Branch 7

## **TEMPORARY AND EMERGENCY GUIDELINES FOR PROCEEDINGS IN CRIMINAL CASES**

The Wisconsin governor's public health emergency declaration in response to the COVID-19 human infection outbreak constitutes good cause, for the reasons stated in the Wisconsin Supreme Court's March 22, 2020 orders, for many proceedings to be rescheduled until after April 30, 2020, or held by telephone or videoconference, and for all jury trials to be continued until a date after May 22, 2020. Each branch or commissioner shall contact the parties if proceedings will be rescheduled, held by phone or videoconference, or by written submission (in lieu of appearance in some matters).

**All hearings scheduled before April 30, 2020, shall be held by alternate (video, phone, email) means unless removed from the court calendars and/or rescheduled to a later date. The branch/commissioner presiding over each matter shall provide information to attorneys and parties regarding alternate appearance means as expeditiously as possible.**

Except as preempted by the Supreme Court, each judge or commissioner has discretion to deviate from these guidelines as deemed appropriate, and any party may request modification or a hearing to determine the mode and schedule for any appearance.

1. All jury trials scheduled to begin through May 22, 2020 are continued and shall be rescheduled.
2. The following proceedings will take place as scheduled, if the defendant waives in-person appearance, or will otherwise be rescheduled until after April 30, 2020:
  - Plea hearings
  - Sentencing hearings
  - Evidentiary hearings
3. Unless removed from the court calendar or notified otherwise, through April 30, 2020, all parties and attorneys shall attend the following proceedings as scheduled by phone or video means (the branch or commissioner shall provide instructions for phone and/or video appearance):
  - Initial appearances
  - Preliminary hearings

- Arraignments
- Final pretrial conferences\*
- Status conferences\*
- Calendar calls\*
- Bail/bond hearings
- Motion hearings
- Restitution hearings\*
- Return on warrant hearings

4. Beginning for the week of March 23, 2020, and each week thereafter, one branch of the criminal division and one criminal court commissioner (and including assigned staff) shall work remotely in order to maintain continuity of operations in the event of COVID – 19 spread among court staff. Any matters requiring an immediate hearing when such branch is working remotely, shall be heard by one of the criminal branches that is in session at the Rock County Courthouse. For the week of March 23, 2020, Branch 6, the Hon. John Wood presiding, shall be working remotely. Any matters requiring immediate attention for Branch 6 during the week of March 23, 2020, shall be directed to Branch 1, the Hon. Karl Hanson presiding.
5. “Jail Court” on Monday, March 23, 2020, shall be held by video and telephone means. All in-custody defendants shall appear by video means. All out-of-custody defendants and attorneys shall appear by telephone. To appear by phone dial: (312) 626-6799; and then enter Meeting ID number: 551 536 700.

\* The majority of these hearings will be removed from the calendar and rescheduled or handled by written submission.

## **TEMPORARY AND EMERGENCY GUIDELINES FOR PROCEEDINGS IN CIVIL, PROBATE, SMALL CLAIMS, AND FAMILY CASES**

The Wisconsin governor's public health emergency declaration in response to the COVID-19 human infection outbreak constitutes good cause, for the reasons stated in the Wisconsin Supreme Court's March 22, 2020 orders, for many proceedings to be rescheduled until after April 30, 2020, or held by telephone or videoconference, and for all jury trials to be continued until a date after May 22, 2020. Each branch or commissioner shall notify attorneys/parties if proceedings will be rescheduled, held by phone or videoconference, or by written submission (in lieu of appearance in some matters).

**All hearings scheduled before April 30, 2020, shall be held by alternate (video, phone, email) means unless removed from the court calendars and/or rescheduled to a later date. The branch/commissioner presiding over each matter shall provide information to attorneys and parties regarding alternate appearance means as expeditiously as possible.**

Except as preempted by the Supreme Court, each judge or commissioner has discretion to deviate from these guidelines as deemed appropriate, and any party may request modification or a hearing to determine the mode and schedule for any appearance.

1. All jury trials scheduled to begin before May 22, 2020 are continued and shall be rescheduled.
2. Paternity matters will be rescheduled to dates after April 30, 2020, unless the parties are notified otherwise by the judicial officer.
3. Small claims matters are adjourned until after April 30, 2020; the Clerk of Courts shall send notice to all parties and attorneys of new court dates.
4. Unless removed from the court calendar or notified otherwise, through April 30, 2020, all parties and attorneys shall attend the following proceedings as scheduled by phone or video means (the branch or commissioner shall provide instructions for phone and/or video appearance):
  - Domestic abuse injunction hearings
  - Harassment injunction hearings

- Child abuse injunction hearings
- Temporary Orders in family cases
- Contested divorce hearings
- Stipulated or default divorce hearings
- Guardianship and/or protective placement hearings
- *Watts* review hearings
- Name change hearings
- Status conferences
- Pretrial conferences
- Motion hearings

5. Beginning for the week of March 23, 2020, and each week thereafter, one branch of the civil division and one civil court commissioner (and assigned staff) shall work remotely in order to maintain continuity of operations in the event of COVID – 19 spread among court staff. Any matters requiring an immediate hearing when such branch is working remotely, shall be heard by one of the civil branches that is in session at the Rock County Courthouse. For the week of March 23, 2020, Branch 3, the Hon. Jeffrey Kuglitsch presiding, shall be working remotely. Any matters requiring immediate attention for Branch 3 during the week of March 23, 2020, shall be directed to Branch 2, the Hon. Derrick Grubb presiding.

## **TEMPORARY AND EMERGENCY GUIDELINES FOR PROCEEDINGS IN JUVENILE / CHILDREN CASES**

The Wisconsin governor's public health emergency declaration in response to the COVID-19 human infection outbreak constitutes good cause, for the reasons stated in the Wisconsin Supreme Court's March 22, 2020 orders, for many proceedings to be rescheduled until after April 30, 2020, or held by telephone or videoconference, and for all jury trials to be continued until a date after May 22, 2020. Each branch or commissioner shall notify attorneys/parties if proceedings will be rescheduled, held by phone or videoconference, or by written submission (in lieu of appearance in some matters).

**All hearings scheduled before April 30, 2020, shall be held by alternate (video, phone, email) means unless removed from the court calendars and/or rescheduled to a later date. The branch/commissioner presiding over each matter shall provide information to attorneys and parties regarding alternate appearance means as expeditiously as possible..**

Except as preempted by the Supreme Court, each judge or commissioner has discretion to deviate from these guidelines as deemed appropriate, and any party may request modification or a hearing to determine the mode and schedule for any appearance.

1. All jury trials scheduled to begin before May 22, 2020 are continued and shall be rescheduled.
  
2. Unless removed from the court calendar, all parties and attorneys shall attend the following proceedings as scheduled by phone or video means (the branch or commissioner shall provide instructions for phone and/or video appearance):
  - Plea and disposition hearings
  - Court trials
  - Termination of parental rights (no jury)
  - Emergency custody in CHIPS cases
  - Initial custody hearings
  - Permanency hearings
  - Sanction hearings
  - Custody reviews
  - Review of disposition orders

- Change in placement hearings

**TEMPORARY AND EMERGENCY GUIDELINES FOR  
PROCEEDINGS IN DRUG COURT, OWI COURT,  
FAMILY TREATMENT COURT, AND VETERAN'S COURT**

The Wisconsin governor's public health emergency declaration in response to the COVID-19 human infection outbreak constitutes good cause, for the reasons stated in the Wisconsin Supreme Court's March 22, 2020 orders, for many proceedings to be rescheduled until after April 30, 2020, or held by telephone or videoconference, and for all jury trials to be continued until a date after May 22, 2020. Each branch or commissioner shall notify attorneys/parties if proceedings will be rescheduled, held by phone or videoconference, or by written submission (in lieu of appearance in some matters).

**All hearings scheduled before April 30, 2020, shall be held by alternate (video, phone, email) means unless removed from the court calendars and/or rescheduled to a later date. The branch/commissioner presiding over each matter shall provide information to attorneys and parties regarding alternate appearance means as expeditiously as possible.**

Each judge or commissioner has discretion to deviate from these guidelines as deemed appropriate, and any party may request modification or a hearing to determine the mode and schedule for any appearance.

The branch assigned to each specialty court shall coordinate with team members and participants to arrange for video and/or telephone appearances of participants and team members.