**Tenth Judicial District, County of Pueblo, State of Colorado**

**Second Amended Administrative Order 20 - 02**

 Due to the public health risk posed by COVID-19 (novel coronavirus) and information made available by the Centers for Disease Control, Colorado Department of Public Health and Environment, and local public health departments, recommending active steps to slow the spread of the disease and precautions to reduce the risk of exposure, effective immediately the Courts and Probation for the 10th Judicial District will operate with reduced staff and focus on matters of immediate concern for public health and safety.

 Pursuant to authority granted in Chief Justice Directive 95-01 and the directives in Chief Justice Coats’ Order dated March 16, 2020, as amended March 20, 2020, as well as the Chief Justice’s Order Regarding Covid 19, dated April 16, 2020, it is hereby ORDERED:

1. **Operations**: The Clerk’s Office will be open from 8:00 a.m. to 3:30 p.m. Monday through Friday except legal holidays. Staff will be reduced as coordinated by the Court Executive and Clerk of Court, with approval by the Chief Judge.
2. **Filings**: During operating hours, paper filings will be accepted by mail or by placement in a public drop box. There may be significant delay in processing paper filings not related to public safety matters due to potential staffing level reductions.
3. **Mandatory Continuance and Limitations on Hearings**:
	1. Except for all matters concerning public safety as described in section 3.b. below ALL other appearances and/or hearings set from 4:00 p.m. on March 26, 2012, through 5:00 p.m Friday, May 1, 2020 are hereby VACATED and CONTINUED. All parties and counsel shall contact the appropriate division, if the case is assigned to a division, or to the clerk’s office if you are uncertain of the division assignment, to reschedule. The divisions will initiate rescheduling. Any person who appears at the Judicial Building for a hearing or appearance that is not a public safety matter, shall be provided a notice by a member of the court security team containing instructions on how to contact the court.
	2. The Court will continue to conduct hearings on public safety matters limited to the following:
		1. Petitions for temporary civil protection orders and permanent protection order hearings
		2. Petitions for temporary emergency risk protection orders and hearings on emergency risk protection orders
		3. Crim.P.Rule 5 advisement for incarcerated persons and initial setting of bail
		4. Revocation hearings on complaints to revoke probation involving incarcerated defendants
		5. Proceedings necessary to protect the constitutional rights of criminal defendants including bond-related matters and plea agreements for incarcerated individuals
		6. Detention hearings for juvenile delinquency cases
		7. Shelter hearings in dependency and neglect cases or other juvenile proceedings
		8. Petitions for appointment of an emergency guardian and/or special conservator
		9. Hearings on motions to restrict parenting time and parental abduction prevention
		10. Emergency mental health proceedings
		11. Claims of exemption from garnishment or other collection actions.
		12. Removal of unauthorized persons under Article 40.1 of Title. 13.
		13. Other proceedings deemed necessary by the presiding judge, in consultation with the Chief Judge, to prevent a substantial risk of imminent financial hardship, or imminent risk to the health, safety or welfare of an individual or members of the community.
	3. When hearings are conducted the Court shall seek to limit in-person participation and encourage and accommodate telephone and/or video appearance for all participants.
4. **Primary Division Schedule:** In order to facilitate the reduction of staff, each division will attempt to reschedule most of their in-court proceedings, whether occurring in person or by phone, according to the following schedule:

 Division 302 – Thursday and Friday

 Division 303 – Monday and Thursday

 Division 304 – Monday through Friday as necessary

 Division 305 – Monday through Thursday as necessary

 Division 306 – Tuesday and Wednesday

 Division 402 – Tuesday

 Division 403 – Wednesday and Thursday

 Division 404 – Monday and Thursday

 Division 405 – Monday and Wednesday

 Division 406 – Thursday and Friday

 Division 501 – Monday and Thursday

 Division 502 – Tuesday and Wednesday

 Division 503 – Monday and Tuesday

 Division 504 – Monday through Friday as necessary

1. **Jury Calls and Trials**: All jury calls for civil and criminal trials scheduled through May 29, 2020, have been cancelled. Attorneys and parties scheduled for a civil jury trial between the date of this Order and May 29, 2020, if they have not already been contacted by the court, shall contact the division where the case is assigned to select a new trial date. Unless directed otherwise, attorneys and parties scheduled for a criminal jury trial between the date of this order and May 29, 2020, shall appear before the Court on the first day of the scheduled trial, to address further proceedings.
2. **FED and CRCP120 matters:** The Court will not accept new filings for FED (eviction actions) until after May 29, 2020. This order does not preclude the filing of a motion seeking earlier action upon a showing that earlier action is necessary to prevent a substantial risk of imminent financial hardship or imminent risk to the health, safety or welfare of any individual or the community at large. Such motion shall be decided by the judge presiding over the case. This order also does not preclude eviction proceedings pursuant to C.R.S. 13-40.1- 101 (removal of unauthorized persons).

The Court will not be addressing pending CRCP 120 matters until after June 1, 2020.

1. **Public Entry:** Anyone seeking entry to the Judicial Building who is experiencing, or appears to be experiencing a fever, cough, shortness of breath or other respiratory illness symptoms, will not be permitted to enter. Documentation of appearances for those scheduled to appear for court proceedings will be obtained. Anyone who is not permitted entry will either be given a new court date for a date after May 15, 2020, or will be directed to contact their attorney or probation officer for further information.
2. **Miscellaneous Court Services:** The services listed below will be provided by telephone only:
	1. Self-Help Center
	2. Collections
	3. Records
	4. Mediation
	5. Case Management Conferences.
3. **Probation Services:** Probation clients shall be supervised in a modified manner as directed by the Chief Probation Officer. All services shall be provided by telephone whenever possible.

The Chief Judge and Court Executive will continue to monitor available information and recommendations from the State Court Administrator’s Office and health organizations. This Order may be revised or extended as deemed necessary.

Date: March 20, 2020, as amended April 17, 2020.

 BY THE COURT:

 

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 DEBORAH EYLER

 CHIEF JUDGE