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IN THE DISTRICT COURT OF THE STATE OF WASHINGTON
IN AND FOR THE COUNTY OF CLARK AND THE CITIES OF VANCOUVER,
WASHOUGAL AND CAMAS

In Re:

COURT OPERATIONS UNDER THE
EXIGENT CIRCUMSTANCES CREATED
BY COVID-19 AND RELATED
CORONOVIRUS

ADMINISTRATIVE ORDER - SECOND
AMENDED NO. GAO 2021-11

WHEREAS:

1) The Washington State Supreme Court has adopted Fourth Revised and Extended Order Regarding Court Operations, No. 25700-B-646 granting emergency authority to this court to adopt, modify, and/or suspend court rules and orders, and to take further actions concerning court operations, as warranted to address the state of emergency declared February 29, 2020 by Washington State Governor Jay Inslee and updated July 1, 2021 by his Washington Ready Proclamation, due to the public health emergency as a result of the outbreak of Coronavirus/COVID-19.

2) During this current state of emergency, the Centers for Disease Control and Prevention and the Washington State Department of Health have recommended face coverings for all unvaccinated individuals.

1 3) Clark County District Court serves both Clark County and the City of Vancouver
2 and is a shared courthouse with Clark County Superior Court. District Court frequently
3 serves close to 200 litigants per day who appear with family, friends, and attorneys on
4 one floor of the courthouse to attend motion hearings, protection order hearings,
5 arraignments, trials, infraction hearings, small claims trials, civil hearings, and probation
6 hearings. This list is only some, not all, of the matters heard each day and does not
7 include numbers for the people also appearing at the courthouse on Superior Court
8 matters.
9

10 4) That court operations are recognized as essential and may often be conducted
11 by alternative means with measures taken for public safety. The response from the
12 court to prevent the further spread of COVID-19 by conducting court must be continued
13 while allowing the court to operate effectively.
14

15 Therefore, IT IS HEREBY ORDERED, that effective Monday, July 19th,
16 2021:
17

18 1) All infraction hearings currently scheduled that require an in-person court
19 appearance of any party are being scheduled virtually via Zoom until the Supreme court
20 modifies or rescinds the 4th Revised and Extended Order Regarding Court Operations.
21 Mail-in mitigation and contested hearings will still be heard as received.
22

23 2) All civil ex-parte motions will continue to be processed electronically; civil motions
24 may be noted and heard virtually, telephonically or in person.

25 3) All filed Small Claims pre-trial hearings and trials, Impounds, and Name Change
26 Petitions will be heard virtually where possible unless otherwise modified by the Court.
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1 4) Pursuant to Supreme Court of Washington Order No. 25700-B-646, all Anti-
2 Harassment and Stalking Protection Order hearings will be handled virtually where
3 possible until further notice. The court may continue cases where in-person attendance
4 is necessary based on recommended public health measures. Requirements for
5 personal service of the petition or temporary order are suspended, except as to orders
6 directing the surrender of firearms. Where personal service is not required, service may
7 be made by law enforcement, including electronic service with acknowledgement of
8 receipt, by process servers, by agreed service memorialized in writing, by publication or
9 by mail. Motions to rescind or modify Criminal No-Contact Orders will be granted a
10 hearing only upon judicial determination and will be scheduled virtually where possible.
11 Effective July 25, 2021, pursuant to SHB 1320 – Chapter 215 the Court will follow the
12 procedures and provisions enacted regarding Anti-Harassment and Stalking Protection
13 Orders.
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16 5) All criminal and civil jury trials will be held in person with strict observance of
17 current recommended public health measures. Nonjury civil and criminal trials may be
18 conducted by remote means or in person with current public health measures observed.
19

20 6) Review hearings set to determine compliance with any order issued to surrender
21 weapons, including both criminal and civil orders, will be scheduled per the usual rules
22 and practice of the court.
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24 7) Virtual hearings: if there is a request for or requirement by the court for a litigant
25 to appear virtually, the party/defendant and/or attorney is responsible for logging onto
26 the Clark County District Court website in order to access the daily docket. Time of
27 hearing for virtual hearings will be the time period starting at the scheduled time and
28

1 continuing four (4) hours past the scheduled time. The parties are expected to continue
2 to make themselves available until their case is called. Defendants who are required to
3 appear virtually, but fail to pick up the phone or sign in virtually when their case is
4 called, shall be treated like any other failure to appear and a bench warrant may issue
5 after the court has made reasonable attempts at reaching the party. If a party has an
6 inability to appear virtually or by telephone, the party may appear in person with strict
7 observance of any recommended public health measures.
8

9 8) All in-custody matters will be handled via video conferencing until further notice.

10 9) Pursuant to Supreme Court Order 25700-B-646 an electronic signature shall be
11 deemed a reliable means for authentication of documents and shall have the same
12 force and effect as an original signature to a paper copy of the document signed. In-
13 person signatures of parties are not required so long as orders for future court dates,
14 any conditions of release, protection order provisions and any other order of the court
15 are on the record with the parties present. For virtual hearings, per General Rule
16 30(d)(2)(E)(ii) the court with permission of the signatories can affix acknowledgement of
17 signatures on the documents without the parties being present.
18

19 10) All persons present in any courtroom in District Court, in lobby areas or in any
20 other areas of the courthouse are required to wear face coverings unless fully
21 vaccinated or otherwise exempt. All orders and rules promulgated by either Clark
22 County District Court or Clark County Superior Court shall be observed in the common
23 areas of the Clark County Courthouse.
24

25 11) Effective July 19th, 2021 the Clark County District Court Probation Services
26 Division will be lifting many COVID-19 restrictions in accordance with state guidelines.
27

1 In person reporting for all probation and pretrial release clients will resume. Probation
2 Services office hours will be expanded from 6:30 am to 4:30 pm to allow clients more
3 flexibility when reporting. All probation and pretrial release intakes will continue to be
4 conducted over the phone. Newly sentenced probation clients will receive a call from
5 their Probation Officer within 7 days to complete an intake. Clients who are placed on
6 pretrial release will need to contact the Pretrial Release Unit within 24 hours of their
7 hearing or release from custody.

9 12) No person exhibiting signs of COVID-19, including fever, persistent cough or
10 shortness of breath shall be present in any courtroom, and may be excluded by the
11 presiding judicial officer.

13 For all hearings currently pending and for hearings or new cases filed during the
14 pendency of this order that are delayed pursuant to this order; such delay or
15 continuance shall constitute an excluded period pursuant to CrRLJ 3.3, CrRLJ 3.4,
16 CrRLJ 4.1, IRLJ 2.2, IRLJ 2.4, IRLJ 2.6 and any other applicable court rule.

18 This order may impact the following Clark County District Court Local Rules: LCRLJ
19 40; LSC 4; LCrRLJ 3.2, 3.3, 3.4, 4.5; LIRLJ 2.4, 2.6.

21 The public is encouraged to continue utilizing Court services while following all
22 applicable public health guidelines.

23 All other previous Administrative Orders remain in full effect, except as modified
24 herein. All provisions of this order will remain in effect until further order of the Court.

25 Dated this 16th day of July, 2021.

27 

28 KELLI E. OSLER
PRESIDING JUDGE