

IN THE SALT LAKE COUNTY JUSTICE COURT OF SALT LAKE COUNTY
IN AND FOR THE STATE OF UTAH

In Re:
COURT OPERATIONS UNDER THE EXIGENT
CIRCUMSTANCES CREATED BY COVID-19

STANDING ORDER NO.

(ORDERS NO. ARE VOID)

PRESIDING JUDGE
SHAUNA GRAVES ROBERTSON

This Order implements the Administrative Order, styled "In Re: Order for Court Operations During Pandemic," issued by the Utah Supreme Court on March 13, 2020 [Utah Pandemic Order]. The court has reviewed the Utah Pandemic Order, the Utah State Court's Pandemic Influenza Response Plan, the Utah State Court's Continuity of Operations Plan, as well as its own Continuity of Operations Plan, and hereby ORDERS as follows:

1. The Salt Lake County Justice Court WILL REMAIN OPEN during regular business hours and will continue to accept filings and be available to answer phone calls, emails, and other communications. It will also put procedures in place to ensure that those who are prohibited from entering the courthouse by this order continue to have access to justice. To prevent our telephone lines from being overloaded, please use our website (www.slco.org/justice-court/) and the emails listed in this order as a first resort when communicating with the court. If you do not have access to our website or email, feel free to call us at (385) 468-8200. We thank you in advance for your patience if you experience longer than usual wait times. Anyone making a request pursuant to this order is required to include, IF AVAILABLE, their telephone number, current email address, and current mailing address.
2. All hearings on domestic violence cases, all bench warrant hearings, all in-custody hearings, and all sentencing hearings set between March 16, 2020, and May 1, 2020, will PROCEED. However, all in-custody hearings will be re-set on video-conferencing calendars to minimize the risk to vulnerable populations. Upon stipulation of the parties, the court is willing to conduct any of the remaining hearings either telephonically or via videoconference. Further, all remaining hearings will be re-set to take place in COURTROOM 2 at 8:30 a.m. on the date they were originally scheduled to preserve limited judicial resources.

3. All trials (jury and bench) set between March 16, 2020, and May 1, 2020, are HEREBY CONTINUED. The parties are directed to inform the court within seven days of the date of this order if any Defendants set for jury or bench trials are being held in custody on an underlying Salt Lake City Justice Court charge so the court can set an expedited hearing to address whether the court needs to hold any trials pursuant to the Utah Pandemic Order.

4. All arraignments, pre-trial conferences, order to show cause hearings, motion hearings, review hearings, status conferences, restitution hearings, plea by affidavit hearings, and remand hearings (except, of course, any such hearings expressly covered by paragraph 2) set between March 16, 2020, and May 1, 2020, are HEREBY CONTINUED. If the parties want to address exceptions to this policy, or address other issues in these cases related to pre-trial release and/or bail as permitted by the Utah Pandemic Order, they are directed to do any of the following:
 - a. File a request for hearing along with a notice to submit;
 - b. Use the e-file function to request a hearing;
 - c. Email us at SLCOJusticecourt@slco.org to request a hearing; or
 - d. Visit the court, fill out a request for hearing form, and put it in the mailbox at our front door.

The court will make an effort to accommodate all such requests on one of its daily 8:30 a.m. calendars. Upon stipulation of the parties, the court is willing to conduct any of these hearings either telephonically or via video-conference.

5. All dates for individuals to self-report to the Salt Lake City Justice Court for jail between March 16, 2020, and May 1, 2020, are HEREBY CONTINUED. If the parties want to address exceptions to this policy, or address other issues in these cases, they are directed to do any of the following:
 - a. File a request for hearing along with a notice to submit.

 - b. Use the e-file function to request a hearing.
 - c. Email us at SLCOJusticecourt@slco.org to request a hearing; or
 - d. Visit the court, fill out a request for hearing form, and put it in the mailbox at our front door.

The court will make an effort to accommodate all such requests on one of its daily 8:30 a.m. calendars. Upon stipulation of the parties, the court is willing to conduct any of these hearings either telephonically or via videoconference.

6. All small claims cases set between March 16, 2020, and May 1, 2020, are **HEREBY CONTINUED**.

Please email us at SLCOJusticecourt@slco.org if you have questions about a small claims case.

7. If your case has not been continued pursuant to the above orders, you nevertheless **MAY NOT ENTER THE SALT LAKE COUNTY JUSTICE COURT** if you show symptoms of COVID-19 (cough, fever, or shortness of breath), or have been in contact with someone who either shows those symptoms or has been exposed to COVID-19. Further, the court will liberally grant continuances for anyone in an at-risk group identified by the CDC, including: (1) anyone over the age of 60; (2) anyone with diabetes or heart/lung disease; (3) anyone with a compromised immune system; and (4) anyone who is pregnant. If any of the circumstances described in this paragraph applies to you, please request a continuance using any of the following methods:

- a. File a request for continuance along with a notice to submit.
- b. Use the e-file function request a continuance.
- c. Email us at SLCOJusticecourt@slco.org to request a continuance; or
- d. Visit the court, fill out a request for continuance form, and put it in the mailbox at our front door.

If you request a continuance using any of these methods, the court will set a hearing in a time, place, and manner that strikes the proper balance between the public's vital interest in the prompt adjudication of cases and its equally vital interest in preserving the health and safety of everyone living in our greater community.

8. The court encourages all parties to make liberal use of the plea by affidavit mechanism between March 16, 2020, and May 1, 2020. In addition, parties with access to video-enabled desktops, laptops, tablets, and phones, the court will schedule disposition hearings via WEBEX at the request of the parties.

9. All conditions of pre-trial release remain in effect. If any party wants to adjust the conditions of pre-trial release pursuant to the Utah Pandemic Order between March 16, 2020, and May 1, 2020, please request a hearing by using any of the following methods:

- a. File a request for hearing along with a notice to submit.
- b. File a request though e-file or send a motion (SLCOJusticecourt@slco.org) to request a hearing;

- c. Email us at SLCOJusticecourt@slco.org to request a hearing; or
- d. Visit the court, fill out a request for hearing form, and put it in the mailbox at our front door.

The court will make an effort to accommodate all such requests on one of its daily 8:30 a.m. calendars. Upon stipulation of the parties, the court is willing to conduct any of these hearings either telephonically or via videoconference.

10. With the exception of Paragraph 5, above, all sentencing orders and plea-in-abeyance agreements will remain in effect. The court will continue to monitor compliance with its orders. However, the court will alter its tracking practices as follows between March 16, 2020, and May 1, 2020:

- a. The court will not send any cases to the Office of State Debt between March 16, 2020, and May 1, 2020. Once the Utah Pandemic Order is no longer in effect, the court will issue standing orders granting reasonable extensions and/or setting review hearings in cases with overdue fines, fees, or community service in lieu of fines or fees.
 - b. The court will continue to file order to show cause affidavits between March 16, 2020, and May 1, 2020, to preserve its jurisdiction. The court will not set any OSC hearings based on these affidavits at this time, unless they are specifically requested by a party and authorized by the Utah Pandemic Order. Once the Utah Pandemic Order is no longer in effect, the court will issue standing orders granting reasonable extensions and/or setting OSC hearings in these cases.
- c. Any defendant who was sentenced or agreed to complete an In-Person Victim Impact Panel class (“MADD-VIP”) may fulfill that requirement by completing the class online. Online MADD-VIP classes can be found at www.online.maddvip.org, as well as other places.
- d. Any defendant who was sentenced or agreed to complete an In-Person PRIME for Life class (“PFL”) may fulfill that requirement by completing an online equivalent, such as the myPRIME class offered by the Prevention Research Institute.

- e. Any defendant who was sentenced or who agreed to complete an In-Person domestic violence assessment and In-Person domestic violence treatment may fulfill that requirement by completing an online equivalent that follows the approved Duluth

Model standards.

- 11. The Utah Pandemic Order states that it may be amended at any time. The court will respond to such amendments as quickly as possible. In the meantime, the court refers all its partners and patrons to visit www.cdc.gov to obtain the latest news regarding the operations of the court during the pandemic:

- a. Dated: March 16, 2020

BY THE COURT

Honorable Judge Shauna Graves Robertson

- e. Any defendant who was sentenced or who agreed to complete an In-Person domestic violence assessment and In-Person domestic violence treatment may fulfill that requirement by completing an online equivalent that follows the approved Duluth

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