FILED
MAR 23 2020
Clerk of the Circuit Court
Macoupin County, Illinois

STATE OF ILLINOIS
SEVENTH JUDICIAL CIRCUIT
MACOUPIN COUNTY, ILLINOIS

LOCAL ADMINISTRATIVE ORDER NO. 2020—AO—002

WHEREAS, the COIVD-19 Coronavirus outbreak has the reasonable likelihood of seriously affecting the normal operations of the Macoupin County Courts, and

WHEREAS, the Courts desire to employ a balanced and objective approach that considers both the uninterrupted administration of justice and the health and well-being of the judicial branch and its Court patrons.

IT IS HEREBY ORDERED, the following procedures are activated, effective immediately.

Macoupin County Courthouse Procedures for COVID-19 Coronavirus: The Macoupin County Courts of the 7th Judicial Circuit will be operating at a reduced capacity performing only essential functions. The Macoupin County Courts intend to take all reasonable measures to minimize contact to prevent the spread of the COVID-19 Coronavirus. While keeping the Courts available, all proceedings must be consistent with public safety as well as any further policy directives from federal, state and local public health advisories.

Until further notice, the following Macoupin County cases and Court proceedings are POSTPONED:

- Civil Jury Trials
- Traffic (TR)
- DUI (DT) (except as outlined below)
- Misdemeanor cases (CM)
- Probate (P), including guardianships
- Small Claims (SC)
- Family Court (F, D)
- Child Support
- Law & Law Magistrate (L, LM), including evictions
- Juvenile cases (except as outlined below)
- Chancery (CH), including foreclosures
- Eminent Domain (ED)
- Tax (TX)
- Miscellaneous Remedies (MR)
- Municipal Corporations (MC)
- Adoption (AD)
- Conservation Violations (CV)
- Ordinance Violations (OV)
- Courthouse tours
- Seminars and meetings involving large groups of outside participants

The following Court proceedings WILL BE HELD AS SCHEDULED, with appearances expected for all litigants unless travel or health exemptions apply (see below):

- All matters with individuals in-custody
- All Criminal felony matters, including felony jury trials
- Juvenile temporary custody (shelter care), detention, and emergency hearings
- Petitions for Emergency Orders of Protection & Hearings for Plenary Orders of Protection
- Emergency hearings on family matters (D and F cases) as scheduled by the Court
- DUI Summary Suspension Hearings
- Mental Health (MH)
- Weddings & Civil Unions (no more than 6 people can attend with the couple)
- Court-designated Teleconferences (all cases)

Furthermore, during the COVID-19 pandemic period, only litigants, witnesses, attorneys, advocates, caseworkers, law enforcement, probation officers, courthouse employees, and the press, are permitted in the building to attend court proceedings.

Circuit Clerk's Office will remain open. Civil and criminal lawsuits and any pleadings may still be filed in person or via electronic filing. You are encouraged to call before coming to the Courthouse.

Emergency Matters: may be scheduled on a case-by-case basis. Individuals shall contact the Macoupin County Circuit Clerk at (217) 854-3211 for purposes of scheduling emergency matters.

Attorneys & Litigants: Each attorney and party litigant shall receive an amended notice in the mail upon rescheduling. Litigants are directed to ensure that their mailing addresses are updated and current. Upon rescheduling, the Macoupin County Circuit Clerk's website (JUDICI.com) will also be updated with the new Court date.

State's Attorney Office and Public Defender Office: These offices will remain open but will be subject to the determination of the State's Attorney and the Public Defender regarding face-to-face appointments. Please call these offices if you wish to schedule appointments.

Adult and Juvenile Probation: The Macoupin County Probation and Court Services will remain open. A plan has been implemented to limit in-person contacts and suspension of certain large group meetings. Please contact Probation and Court Services at (217) 854-4411 with any questions.

Courthouse Environment: Building Maintenance will intensify cleaning and disinfecting efforts, especially with respect to surfaces commonly touched like railings, doorknobs, elevator buttons, etc. We may ask certain patrons observed coughing or sneezing to wear a mask which we will provide if we have enough supplies. Such a request must be honored.

Employees, Staff, and Visitors: Everyone who enters the Courthouse shall use good personal health habits as recommended by the Center for Disease Control. This includes cleaning hands often with soap and/or hand sanitizer, avoid touching eyes, nose and mouth, avoiding close contact, and covering coughs and sneezes with tissues or elbows.

The following individuals **should not** enter the Courthouse if they:

- Have been in any of the following countries within the last 21 days: China, South Korea, Italy, Japan, Iran, or
- Reside or have close contact with anyone who has been in one of those countries listed above within the last 21 days, or
- Have been directed to quarantine, isolate or self-monitor at home for the coronavirus by any medical provider; or
- Have been diagnosed with, or have had close contact with anyone diagnosed with, COVID-19; or
- Have flu-like symptoms including, fever, cough or shortness of breath

Any attempt to enter the Courthouse in violation of these restrictions will be denied by a Court Security Officer.

If you are an attorney or litigant and have a scheduled case, appointment or are otherwise required to appear at the Courthouse in connection with a Court case, but are unable to appear because of the above restrictions, please contact the Macoupin County Circuit Clerk at (217) 854-3211.

This Administrative Order supersedes 2020-AO-001 and shall expire on April 17, 2020, at 5 PM. Regular Court cases and procedures are expected to resume as of April 20, 2020, at 8:30 AM, unless Federal or State authorities mandate otherwise.

ENTERED: March 23, 2020 @ NOON

Kenneth R. Deihl, Hon. Kenneth R. Deihl, Presiding Judge