

THE CIRCUIT COURT FOR QUEEN ANNE'S COUNTY
ADMINISTRATIVE ORDER 20-05

AMENDED CORONAVIRUS PROTOCOL

Whereas the World Health Organization has declared the Novel Coronavirus, more particularly identified as COVID-19, a pandemic; and

Whereas, Governor Hogan has declared a State of Emergency, as of March 12, 2020; and

Whereas, this Court has a duty to protect both the court staff and general public from the spread of COVID-19; and

Whereas, this Court must continue to provide critical Constitutionally protected services to our citizens even during emergencies;

It is therefore, by the Circuit Court of Queen Anne's County, hereby **ORDERED**:

- 1) The following persons (including staff) **may not enter** the Queen Anne's County Circuit Courthouse, located at 200 Commerce Street, Centreville, Maryland without prior permission from either Administrative Judge Lynn Knight, Court Administrator Sandra Smith, or Clerk of Court Katherine Hager:
 - a. Persons who have been outside the United States in the last 14 days;
 - b. Persons who have been in any part of the United States where COVID-19 is widespread;
 - c. Persons who reside or have had close personal contact with someone who has been in the locations set forth in a. and b. above within the last 14 days;
 - d. Persons who have been asked to self-quarantine by any doctor, hospital, or health agency/official;
 - e. Persons who have been diagnosed with COVID-19, or have been in personal contact with someone diagnosed;
 - f. Persons who have any symptoms of COVID-19, including fever, cough, shortness of breath, or breathing difficulty; and
- 2) The Queen Anne's County Sheriff's Department Deputies **shall deny entry** into the courthouse anyone attempting to enter who meet any of the above criteria; and
- 3) If you are scheduled to appear in the Courthouse and are unable to do so because of the restrictions, you are directed to proceed as follows:
 - a. If you are represented by an attorney, please contact your attorney by telephone or email and advise them of your situation;

- b. If you are a self-represented litigant, contact the Clerk of Court at 410-758-1773 or the Assignment Office at 410-758-0216 and advise them of your situation;
 - c. If you are an attorney, and you are scheduled to appear before the Court contact the Judge's Chambers at 410-758-0216 ext. 5111 or 5114, or before the Magistrate please contact the Family Services Coordinator at 410-758-0216 ext. 5128
 - d. If you have business with the Clerk's Office, contact them at 410-758-1773;
 - e. If you are a juror or have business with the Jury Commissioner, contact them at 410-758-0216 ext. 5149 or 5168; and
- 4) That Jury trials for the period of March 16, 2020 to April 3, 2020 are cancelled and will be rescheduled and that further Jury trials may be suspended by continuing Order and posted accordingly; and
- 5) That meetings in the Courthouse which involve outside agencies for the week of March 16, 2020 to March 20, 2020 are suspended and further meetings may be suspended by continuing Order and posted accordingly; and
- 6) These restrictions will remain in place until the emergency has passed and a formal Order rescinding this Order is entered;
- 7) Any violations of this Order may be punishable by contempt proceedings and/or any other sanction permitted by law.

March 13, 2020

ENTERED

MAR 13 2020

**Clerk, Circuit Court
for Queen Anne's County**

Lynn Knight, Administrative Judge
Queen Anne's County Circuit Court