FILED
ANITA WHITEHEAD, CLERK
SPARKS JUSTICE COURT
MAR 17 2020
By _____ DEPUTY CLERK

IN THE JUSTICE COURT OF SPARKS TOWNSHIP

COUNTY OF WASHOE, STATE OF NEVADA

IN THE ADMINISTRATIVE MATTER OF:
SPARKS JUSTICE COURT'S RESPONSE TO CORONAVIRUS DISEASE (COVID-19)

ADMINISTRATIVE ORDER 2020-1

WHEREAS, the Chief Judge of the Sparks Justice Court has the authority pursuant to NRS 4.157(c) to make administrative decisions pertaining to the business of the Court; and

WHEREAS, on March 12, 2020, Governor Steve Sisolak declared a state of emergency in Nevada in response to the recent outbreak of the Coronavirus Disease (COVID-19). Given the severity of the risk posed to the public by COVID-19, and after consultation with the Nevada Supreme Court Chief Justice Kristina Pickering, the Chief Judge of Sparks Justice Court has determined that alterations to court procedure are necessary for the protection of the community.

And good cause being shown,

IT IS HEREBY ORDERED effective March 18, 2020, the Sparks Justice Court shall continue to accept all court filings and continue to operate with the following changes and continuances to the court calendar:

I. All non-essential hearings scheduled within the next 30 days will be continued as follows:

A. Traffic

1. Traffic and citation arraignments will be continued at least 30 days.

2. Traffic pretrial hearings will be continued at least 30 days.

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Sparks Justice Court

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3. Law enforcement will be advised to set out appearances on new citations at least 45 days.

4. The Sparks Justice Court will send clearance letters to DMV directly without the need of the cited party to appear if any necessary documentation is mailed to the Court, left in the Court's drop box, or scanned and emailed to sjcitations@washoecounty.us.

5. All persons arrested on a 'no own recognizance' traffic misdemeanor warrant will be subject to release by pretrial services if otherwise qualified and given a date to appear in Sparks Justice Court after 30 days.

B. Small Claims and Civil

1. All pending civil and small claims trials will be set out at least 30 days.

2. No default judgments will be issued for the next 30 days.

3. No new executions will be issued for the next 30 days.

4. No supplemental hearings or orders to show cause for failure to appear will be scheduled for the next 30 days; any already set will also be continued for at least 30 days.

II. All essential hearings will be continued as follows:

A. Criminal – Out of Custody

1. All out-of-custody trials (including jury trials) and preliminary hearings set within the next 30 days will be continued at least 30 days unless counsel sets a telephonic hearing to request a sooner date, if granted.

2. All out-of-custody arraignments will be continued at least 30 days.

3. All out-of-custody pretrials will be continued at least 45 days.

4. All out-of-custody MSCs will be continued at least 45 days.

5. All out-of-custody criminal hearings will be continued at least 45 days.

6. No jury panels will be called for the next 30 days.

B. Criminal – In custody

1. All in-custody arraignments will be heard as scheduled with the parties appearing by remote means if possible.
2. No further in-custody criminal trials will be set for the next 30 days except upon motion and approval by the Court. If trials are set, the parties will be encouraged to appear by remote means if possible.
3. No further in-custody preliminary hearings will be set for the next 30 days except upon motion and approval by the Court. For those already scheduled, the parties will be encouraged to appear by remote means if possible.
4. In-custody criminal hearings and pretrials will be held as set; the presumption is that the Defendant will appear remotely via video from the jail.
5. In-custody Mandatory Status Conferences (MSCs) will be held remotely for all parties. Defendants will not be scheduled for transport unless it is confirmed that a disposition will occur.
6. Defendants will not be transported solely for the purpose of conferring with defense counsel.
7. All persons arrested on a 'no own recognizance' misdemeanor warrant will be subject to release by pretrial services, if otherwise qualified, and given a date to appear in Sparks Justice Court after 30 days.

C. Civil

1. Eviction hearings will be held telephonically or by video-teleconference.
2. All protective order hearings will be held telephonically or by video-teleconference if possible.

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3. Any temporary protective order expiring within the next 30 days shall continue in full force and effect until a hearing can be scheduled and/or until further order of the Court.

III. Sparks Recovery Court

1. All out-of-custody participants shall be seen by teleconference or videoconference if possible.
2. In-custody participants will not be transported to the Court unless a special request is made and granted and will be seen by video from the jail either by special setting or at the end of Tuesday's in-custody arraignments.

IV. Administrative Continuances

1. No late fees will be imposed for the next 30 days.
2. Collections will be suspended for the next 30 days.
3. The Court will not issue bench warrants for failures to pay or comply with sentencing conditions for the next 30 days.
4. The Court has purchased a Zoom videoconference license and will be issuing separate instructions as to its use.
5. All community service obligations are suspended for the next 60 days.
6. Due to the cancellation of the Victim Impact Panels (VIP) for the next two months, anyone required to attend can reschedule starting in June or take an online VIP from an approved source.
7. The Court shall utilize Friday afternoons beginning May 1, 2020, to reschedule any matters continued pursuant to this Order.

Additionally, the Centers for Disease Control has advised people to take precautions and that the best way to prevent illness is to avoid exposure. As a result, Sparks Justice Court

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Administration is ordered to post a notice at the entrance of its facility advising the following people that they may not enter the court facility:

1. Persons who in the last 14 days have traveled to a country designated as a Level 3 travel health notice according to the Centers for Disease Control and Prevention. Currently, those countries include: China, Iran, South Korea, Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Great Britain, Greece, Hungary, Iceland, Ireland, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland, Monaco, San Marino, Vatican City. The list is subject to change by the Centers for Disease Control.
2. Persons who reside or have close contact with someone who has travelled to any country described above within the last 14 days.
3. Persons who have been asked to self-quarantine by any doctor, hospital, or health agency.
4. Persons who have been diagnosed with coronavirus or who have had contact in the past 14 days with anyone who has been diagnosed with COVID-19.
5. Persons with unexplained fever, cough, or shortness of breath.

Anyone attempting to enter in violation of these protocols will be denied entry.

If a person is unable to appear in Court because of the restrictions above, the person may call 775-353-7600 for assistance in rescheduling their court appearance, arranging for appearance by alternative means, or provide other information based on the circumstances of the appearance.

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This Order shall be reviewed no later than every 30 days and shall continue until modified or rescinded by a subsequent order.

IT IS SO ORDERED.

Dated this 17th day of March 2020.

Chief Judge Kevin Higgins
Justice of the Peace