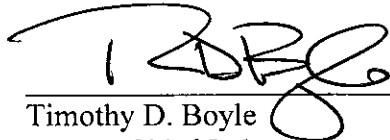
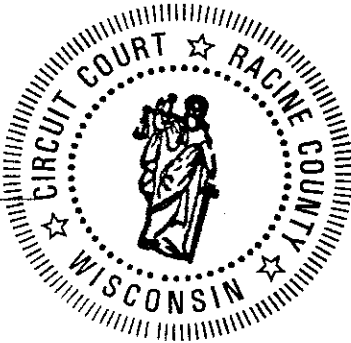


Approved and adopted by Deputy Chief Judge 2nd Judicial District this 17<sup>th</sup> day of March, 2020.



Timothy D. Boyle  
Deputy Chief Judge  
2nd Judicial District  
Racine County, Branch 10



**FILED**  
**MAR 17 2020**  
CLERK OF CIRCUIT COURT  
RACINE COUNTY

STATE OF WISCONSIN

CIRCUIT COURT

20-SO-01  
RACINE COUNTY

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**ORDER REGARDING EMERGENCY TEMPORARY MEASURES**

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The Racine County Circuit Court is issuing the attached guidelines to provide procedures and directions for proceedings and essential functions in the Court during the next several weeks.

**These Guidelines are Emergency and Temporary Measures ONLY effective from March 17, 2020 until April 12, 2020, or upon further Order of the Court.** The Racine County courthouse remains open and any change in status will be noticed on the Racine County Circuit Court website at <https://www.racinecounty.com/government/clerk-of-circuit-court> and the Wisconsin Court system website, [www.wicourts.gov](http://www.wicourts.gov)

The World Health Organization declared a global pandemic of COVID-19 due to widespread human infection worldwide. We are monitoring this situation and are committed to open access to our courts and service to the public, and to protect the health and safety of the litigants, judges, court staff and security, attorneys, jurors, other participants in court proceedings, and all other persons in the court facilities.

These guidelines are in place to ensure the continuous performance of the Court's

essential functions and operations and yet seek to mitigate the risk that our employees, lawyers, litigants, and jurors will be exposed. The guidelines incorporate use of videoconferencing and teleconferencing to minimize contact, when appropriate; follow social distancing practices; and temporarily suspend some non-essential court functions.

Cases will proceed as currently scheduled unless otherwise notified by the Court. Please note that injunction hearings, criminal preliminary hearings, and mental commitment hearings should be presumed to be proceeding as originally scheduled UNLESS the parties have specifically been informed otherwise by the Court.

For more information on any specific case, please call the Court office to which the case is assigned. A link to the Court offices can be found at:

<https://www.racinecounty.com/>

For information related to jury service please call the juror coordinator at (262) 636-3108.

The contact information can be found at:

<https://www.racinecounty.com/government/clerk-of-circuit-court/contact-the-courts>

**TEMPORARY AND EMERGENCY GUIDELINES FOR  
PROCEEDINGS ASSIGNED TO JUVENILE COURT**

1. Initial Custody and Plea hearings shall be conducted by video or phone when available from Detention if a youth is housed in Detention. All other youths shall appear at the Law Enforcement Center, with telephone appearances allowed at the discretion of the Judge. Attorneys and Social Workers should contact the Court for permission to appear by telephone.
2. Emergency custody and Plea hearings in CHIPS cases will be handled the same as paragraph 1, above.
3. Custody reviews will be done case-by-case at the Court's discretion for scheduling, location and phone appearances.
4. Hearings before a judge for a plea or disposition are at the discretion of the Judge. The Court will find good cause if it decides to set over the matter.
5. Revisions of disposition orders may be by telephone appearances, unless the youth is in Detention and then they will appear by video or phone with their attorney. Others can be by phone.
6. Requests for extensions of disposition orders will be granted for up to 30 days without a hearing and rescheduled during the 30-day extension period.
7. Hearings for changes in placement will be set over unless the Court directs otherwise. Telephone appearances may be granted.

8. Hearings for sanctions will be set over, unless the Judge directs otherwise. Telephone appearances may be granted.
9. Permanency hearings will remain with the Court and may be done by telephone appearances as directed by the Court.
10. Jury trials in TPR and CHIPs cases will be at the discretion of the Judge. The Court will find good cause if it decides to set over the matter.
11. Court trials will be set over unless otherwise ordered by the Court.

**TEMPORARY AND EMERGENCY GUIDELINES FOR  
PROCEEDINGS FOR CIVIL, SMALL CLAIMS AND FAMILY CASES**

1. All contested matters requiring in-person appearances including jury trials, civil court trials, small claims, contested custody and placement hearings, and any hearing where evidence will be taken by other than telephonic means (including all de novo hearings) are suspended until April 12, 2020 or further Order of the Court. Clerks in individual Courts will schedule these proceedings as the Court's calendar permits. Attorneys and parties should contact the individual Court for direction if parties wish to have evidentiary hearings by phone.
  
2. Subject to the Court's discretion, any hearing that can be done by phone will proceed as scheduled, including but not limited to stipulated divorces, name changes, scheduling conferences, status conferences, and motion hearings. The Courts may allow name changes and stipulated divorces to be done in-person; check with the Court for their individual policies. For those Courts that intend to do name changes and stipulated divorces by phone:
  - a. Name changes: Notices of publication should be on file with the Court at or before the date of the hearing on the name change.
  - b. Stipulated divorces: Stipulated divorces can be done telephonically if current financial disclosure statements and marital settlement agreements are filed at least twenty-four (24) hours in advance of the hearing date and time. In the case of an absent spouse, please contact the Court for direction.
  
3. Subject to the discretion of the Court, all petitions for Domestic Violence Injunctions, Child Abuse Injunctions, Harassment Injunctions, and TROs shall be heard as scheduled in person or by phone.
  
4. These are guidelines only; if any party or attorney has questions regarding scheduling with a particular Court, they should contact that Court directly for guidance.

5. Contact Family Court Services at (262) 636-3155 for information regarding rescheduling appointments. Requests to adjourn any proceeding during this time will be liberally granted. Parent Education sessions are canceled, effectively immediately, until April 12, 2020.
  
6. All Courthouse weddings are cancelled until after April 12, 2020 or further Orders of the Court. Any wedding party unable to make alternative arrangements should contact the Racine County Clerk of Courts at (262) 636-3333 for further accommodations.

**TEMPORARY AND EMERGENCY GUIDELINES FOR  
GUARDIANSHIP/PROTECTIVE PLACEMENT AND MENTAL COMMITMENT  
HEARINGS**

1. Mental Commitment Probable Cause Hearings shall be via telephone and/or video between now and April 12, 2020, or until further Order of the Court.
2. Watts Hearings are suspended until after April 12, 2020, or until further Order of the Court. Any such matters currently set for a date on or prior to April 12, 2020, will be rescheduled by the Clerk.
3. Guardianship/Protective Placement pending hearings and new filings are suspended until after April 12, 2020, or until further Order of the Court, unless it is an emergency matter, with the express advance approval of the Judge or Court Officer assigned to such matter.
4. Please call the Probate Court at 262-636-3137 with any questions regarding scheduling of these matters.

**TEMPORARY AND EMERGENCY GUIDELINES FOR PROCEEDINGS FOR  
CRIMINAL CASES**

1. All matters requiring in-person appearances including jury trials, court trials, or other contested or potentially contested hearings where evidence will be taken by other than telephonic or video conferencing means are suspended until after April 12, 2020, or until further Order of the Court. Any such matters currently set for a date on or prior to April 12, 2020, will be rescheduled by the Clerk for either a status/scheduling conference or an alternative hearing date, at the discretion of the Judge assigned to such matter.
2. Between now and April 12, 2020, or until further Order of the Court, any non-evidentiary hearing that can be done by telephone or video conference will proceed as scheduled, including but not limited to scheduling conferences, status conferences, pretrial conferences, motion hearings and oral decisions. However, any matter may be rescheduled at the discretion of the Judge assigned to such matter if the Judge believes that an in-person appearance should be required.
3. All proceedings involving out-of-custody defendants are canceled until after April 12, 2020, or until further Order of the Court. Proceedings may be heard by telephone or video conference if practical.
4. All non-jury trial proceedings involving in-custody defendants, who are not being held on any basis other than the case-at-bar, will presumptively proceed as timely scheduled. However, each judge has the discretion to deviate from this guideline as deemed appropriate.
5. Individuals who post bail or are released from the jail and ordered into Out-of-Custody Intake shall be ordered-in anytime after April 13, 2020.



6. All preliminary hearings for out-of-custody defendants shall be adjourned until after April 12, 2020. All preliminary hearings for in-custody defendants shall proceed as scheduled.
7. All bail forfeiture hearings are canceled until further notice of the Court.
8. For all re-scheduled hearings, the Clerk will provide notice of the new hearing date to the parties, including in-custody defendants.

**TEMPORARY AND EMERGENCY GUIDELINES FOR FORFEITURES**

1. All forfeiture matters, including traffic matters, are rescheduled until after April 12, 2020.