

IN THE DISTRICT COURT OF OKMULGEE COUNTY
STATE OF OKLAHOMA

FILED
IN DISTRICT COURT
JAN - 7 2021
OKMULGEE COUNTY, OKLAHOMA
CHARLY CRINER, Court Clerk
By _____ Deputy

THIRD TEMPORARY ADMINISTRATIVE ORDER NO. AO-2021-2

Okmulgee County District Judges met January 6, 2021 to consider the status of the continuation or modification of the previously entered Administrative Orders regarding COVID-19 precautions and court dockets.

The judges considered the factors set forth by the Oklahoma Supreme Court and the Oklahoma Court of Criminal Appeals in Paragraph 3 of the latest Supreme Court Administrative Directive (SCAD) for determining the steps necessary to protect the health and safety of all participants in any court proceedings. These factors include the number of courthouse personnel who are currently under treatment and/or quarantined due to COVID-19, hospitalizations, the community rate of COVID-19 infections, and any directives from state and county health departments. The judges determined the following:

1. Considering the factors set forth above, the health and safety of court personnel, support staff, attorneys, litigants, and the public is best protected by the implementation of a new Administrative Order maintaining limited in-person access and continuing and expanding the use of alternate means for conducting the Court's business, including the use of videoconferencing.
2. All in-person proceedings are suspended from Monday, January 11, 2021 through Friday, January 29, 2021, unless specifically approved for in-person hearing before the assigned judge, or as otherwise authorized by this Order. All cases presently scheduled during this time period for an in-person proceedings will be reset by separate order of the assigned judge, or as otherwise authorized by this Order.
3. Any proceeding set via videoconferencing during this time is not affected by this Order. As per all prior Orders and directives, the judges continue to encourage the use of remote participation to the extent possible by use of teleconferencing and videoconferencing pursuant to Rule 34 of the Rules of the District Court.
4. **SMALL CLAIMS** cases set before Judge Reheard on January 11 and January 25, 2021 shall be held with strict protocol for an in-person proceeding. Entrance into the courthouse shall be limited to litigants only who will check in with courthouse personnel at the North entrance, and only litigants in one case at a time will be allowed admittance to the 1st floor only. All litigants must submit to temperature checks and wear masks.

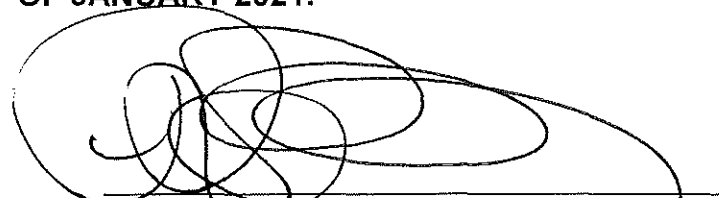
5. **DOMESTIC DOCKETS** shall be held via videoconferencing ONLY. Judge Pickering's Domestic Dockets for cases ending in Numbers 1-5 will be conducted on Wednesdays at 9:00 a.m. Judge Reheard's Domestic Dockets for cases ending in Numbers 6-0 will be conducted on Wednesdays at 1:30 p.m.
6. **PROBATE DOCKETS** shall be held via videoconferencing ONLY on Tuesdays at 9:00 a.m.
7. **CIVIL DOCKETS** for Judge Ramirez shall be set via her bailiff.
8. **CRIMINAL CASES:**
 - a. **IN-CUSTODY DEFENDANTS:** In-custody arraignments, initial appearances, the daily bond docket, and dispositions shall continue to be conducted remotely via videoconferencing. Preliminary hearings for in-custody defendants may be held by agreement of the State and defendant for cases involving **law enforcement witnesses only** and will be held via videoconferencing beginning January 12, 2021. No Defendant shall be brought to the courthouse unless specifically ordered by the assigned judge.
 - b. **OUT-OF-CUSTODY DEFENDANTS:** Dockets currently set for out-of-custody defendants shall be held via Bluejeans videoconferencing on the currently scheduled dates. Status of each case will be determined for future settings as necessary. Appearance of defendants represented by counsel is waived if the attorney has filed an Entry of Appearance in the case. Attorneys may make arrangements through the assigned judge for the entry of pleas in out-of-custody cases which will be scheduled by special setting through the judge's bailiff. Pro se defendants will receive instructions for participating in the videoconferencing when they arrive at the North entrance of the courthouse. No substantive hearings will be held for out-of-custody hearings via videoconferencing absent agreement of the parties and approval of the assigned judge.
9. **JURY SOUNDING/DISPOSITION DOCKET** currently set for January 20, 2021 shall be for in-custody criminal cases only. Out-of-custody criminal cases presently on the Sounding Docket shall be reset by separate of the Court.
10. **PUBLICATION NOTICES:** Assigned judges will announce any cases that have been scheduled by Publication Notice, but it is the responsibility of the attorney or the litigant in the case to notify the Court of the published setting if the date has not previously been furnished to the attorney or litigant by the assigned judge's bailiff.
11. **MISCELLANEOUS:** Agreed Orders may be left for the judge's signature and filing as set forth below in Paragraph 15. For domestic cases, jurisdictional affidavits shall accompany agreed divorce decrees or paternity orders. For any contested cases that require argument only on legal issues, attorneys may file

briefs and the judge will rule on the briefs, or contact the attorneys if further information is needed.

12. **DEADLINES:** This Order does NOT extend any statute of limitations, pleading requirements, deadlines set by statute or the assigned judge.
13. Pursuant to the authority provided in Paragraph 4 of SCAD No. 2020-107, all areas of the courthouse occupied by judges, judicial staff, court clerks working in judicial offices, as well as courtrooms and hallways adjacent thereto, are closed to the public during this time period with exceptions for necessary and emergency matters and only upon permission by the assigned judge.
14. Court personnel on the 3rd floor shall continue to keep regular business hours and are available via telephone or email.
15. **COURT CLERK'S OFFICE:** The Court Clerk's office shall also have limited access consistent with this Administrative Order. There shall be no in-person filings. A drop-off/pick-up box for filings for the Court Clerk's office is located by the North entrance. Filings may be left in the designated receptacle and will be picked up for filing within 24 hours. If attorneys or litigants wish to receive file-stamped copies, a self-addressed stamped envelope must be included OR the Court Clerk's office may be contacted via telephone to schedule a pickup of the filed pleadings at the North entrance. NO PAYMENTS SHALL BE LEFT IN THE RECEPTACLE. Payments for new filings will be accepted via telephone by use of a debit or credit card. Criminal Defendants may also make payments by phone or on-line through ODCR. For any questions regarding the Court Clerk's procedures during the terms of this Order, call 918-756-3042.
16. **JUDGES' CONTACT INFORMATION:**
 - a. Judge Ramirez's Bailiff Allison Harding -- 918-756-0672 or allison.harding@oscn.net
 - b. Judge Pickering's Bailiff Carla Creason -- 918-756-1835 or carla.creason@oscn.net
 - c. Judge Reheard's Bailiff Steve Trammell -- 918-756-0672 or steve.trammell@oscn.net

IT IS SO ORDERED.

DATED THIS 7th DAY OF JANUARY 2021.


PANDEE RAMIREZ
JUDGE OF THE DISTRICT COURT