
ORDER REGARDING EMERGENCY TEMPORARY MEASURES

The Clark County Circuit Court is issuing the orders described below to provide procedures and directions for proceedings and essential functions in the court during the next several weeks. The guidelines are emergency and temporary measures and ONLY effective from March 16, 2020 until May 15, 2020, or upon further order of the Court.

The Clark County Courthouse remains open and any change in status will be noticed on the Clark County Clerk of Court website at <https://www.clarkcountywi.com/clerk-of-courts> and the Wisconsin Court system website, 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 orders 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. These guidelines incorporate use of videoconferencing and teleconferencing to minimize contact, when appropriate; follow social distancing practices; and temporarily suspend some non-essential court functions. For specific information on a particular case, please call the Register in Probate (715-743-5172) or Clerk of Court (715-743-5181) offices.

The Clark County Circuit HEREBY ORDERS:

1. Any hearing that can be done by phone or video will proceed as scheduled by phone or video. No one may appear in person for hearings during the duration of this Order. Any in-person hearing will require the specific approval of the assigned judicial officer.
2. There shall be no jury trials held on or before May 15, 2020, unless statutorily required. Parties will receive a notice for a scheduling conference from the clerk. Parties in any statutorily required trial shall contact the court for a status conference before March 24, 2020.
3. Preliminary hearings, Plea, and Sentencing Hearings shall be in person, unless the Defendant waives his/her right to be present in person.
4. Criminal and Civil Traffic Court Intake (3rd Tuesday of each month at 8:30am) is suspended during this period of time. Any already filed cases will be adjourned to a date and time beyond May 15, 2020. Any newly filed cases will be scheduled for a date and time beyond May 15, 2020.
 - a. Effective March 16, 2020, all traffic, ordinance, and DNR intake dates are suspended. Any previously filed citations will be adjourned to a date and time beyond May 15, 2020. The Clerk shall set traffic and forfeiture matters where a not guilty plea has been entered for a scheduling conference as the Court calendar permits after the expiration of the Temporary and Emergency Order.

5. There are no changes being made to the handling of "in custody" initial appearances/bond hearings. Those will proceed by video-conferencing. Individuals who post bail or are released from the jail shall be ordered-in after May 15, 2020.
6. Unless specifically authorized by the court, all Orders-to-Produce for inmates in the Wisconsin State Prison System are canceled until after May 15, 2020, or until further order of this court. No new Orders-to-Produce will be issued until after May 15, 2020, or until further order of the court.
7. Mental commitments, juvenile detention, CHIPS temporary physical custody and termination of parental rights cases should be presumed to be proceeding as originally scheduled unless the parties have specifically been informed by the Court.
8. Unless specifically addressed in this order, the procedure for handling juvenile cases will be addressed on a case-by-case basis by the responsible court official.
9. Counsel shall communicate with the Court, via the judicial assistant, through telephonic or electronic means.
10. All temporary order and stipulated divorce hearings before the Family Court Commissioner shall be conducted via telephone.
11. All small claims hearings before a Court Commissioner shall be conducted via telephone.
12. All informal probate matters that can be completed via telephone may proceed; otherwise, the matter shall be scheduled for an informal hearing after May 15, 2020.
13. Any document to be used or referenced by the court (i.e.: Marital Settlement Agreement, Financial Disclosures, Certificate of Attendance, plea/preliminary

hearing waivers or questionnaires, etc.) shall be completed prior to any Court hearing and submitted electronically prior to the Court hearing.

14. Cases involving emergency or special circumstances shall be brought to the attention of the court and will be handled at the discretion of the judge considering the needs of the case, the needs of the parties, and the interest of the public.

15. Court facilities shall remain open and the Court will continue to accept filings.

Litigants are encouraged to file pleadings and other documents electronically when possible. Members of the bar and the public are discouraged from making non-essential visits to court facilities.

Dated this 16th day of March 2020.



Hon. Lyndsey A.B. Brunette
Clark County Circuit Court Judge