

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA  
IN AND FOR THE COUNTY OF GREENLEE

In the Matter of: )  
)  
) ADMINISTRATIVE ORDER  
) No. 2020-02  
COVID-19 MITIGATION MEASURES )  
AND TRANSITION TO RESUMPTION OF ) (Replacing/Supplementing Amended  
CERTAIN OPERATIONS ) AO No.2020-01  
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)  
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Due to concern for the spread of COVID-19 in the general population, the Governor of the State of Arizona declared a statewide public health emergency on March 11, 2020 pursuant to A.R.S. § 26-303 and in accordance with A.R.S. §26-301 (15). Since March 18, 2020, several Administrative Orders from the Supreme Court and locally have been issued in response to the COVID-19 public health threat that limited and modified court operations to ensure justice in Arizona is administered safely. The most recent local administrative order 2020-01 issued on March 24, 2020 (Amended March 31, 2020) directed Greenlee County Courts to conduct business in a manner that reduced the risks association with COVID-19. This order supersedes or supplements that administrative order where changes have been made and provides direction on transition to resumption of certain operations in accordance with Arizona Supreme Court Administrative Order No. 2020-79.

Greenlee County Courts remain open to serve the public. Nevertheless, given the current emergency, and in the interest of public safety, certain limitations and changes in court practices are necessary.

This order applies to all civil, criminal, juvenile and family court-proceedings.

THEREFORE, IT IS ORDERED, effective immediately until otherwise ordered, the following procedures will be in place for all courts in Greenlee County.

1. All parties to a case will appear telephonically or by video conferencing for any hearing unless the Judge issues an order for a party and/or parties to appear in person. If telephonic appearances or video conferencing is not permitted for a specific type of hearing, the Court may grant a continuance in the case or ask for the parties to appear in person with restrictions in place.
2. Until further notice, the Courts will limit any required in-person proceedings to attorneys, parties, victims, witnesses, jurors, court personnel, and other necessary persons, where necessary to maintain the recommended social distancing within a court facility. Non-essential parties may not be allowed to enter the courtroom to observe those proceedings. The Courts will provide alternative ways for the public to participate in hearings and will post the information on their webpage by July 1, 2020.
3. Effective on June 1, 2020 and until further order of the Court, participants and visitors

must wear a mask or face covering when entering the courthouse. In addition, the Court will implement the COVID-19 health screening protocol. Any person who refuses to cooperate with or does not pass established screening protocols, or refuses to wear a mask or face covering, will be excluded from entering the courthouse. If the excluded person is attempting to attend a scheduled court proceeding, the Court will be notified of the person's inability to enter the courthouse. If the person has an attorney, they will be directed to call their attorney to request further information.

4. Effective June 1, 2020 and until further order of the Court, court and judicial personnel will be required to wear a mask or face covering when having any in-person contact with other personnel or the public. During in-courtroom proceedings, the judge may authorize removal of masks or face coverings for purposes outlined in the Chief Justice's Administrative Order No. 2020-79. Court and judicial personnel must also complete a COVID-19 health screening as approved by the Administrative Office of the Courts.
5. Effective June 1, 2020, the Superior Court may continue to require defendants to appear in person at sentencings. This will allow for cases to move forward and to be able to capture the defendant's fingerprint on the sentencing document.
6. Until further order of the Court, customers wishing to make payments for court fines/fees are asked to please mail in their payments, make their payment online, pay at a PayNearMe vendor or call the court to make other arrangements for payment.
7. Judges and court staff will continue to use all reasonable alternatives to in-person court hearings and any court-ordered programs to decrease or eliminate person to person contact. Settlement conferences and mediations shall be conducted in compliance with eliminating or decreasing social contact. They may be conducted by telephonic appearances. Counsel should contact the respective court regarding continuing these conferences or ensuring that they are conducted in a manner in accordance with minimizing social contact.
8. The courts in Greenlee County will comply with this order and the Arizona Supreme Court's Administrative Order No. 2020-79.
9. Pursuant to Chief Justice Brutinel's Administrative Order No. 2020-79, trials of cases to a jury may resume no earlier than June 15, 2020. The period of March 18, 2020 through August 1, 2020 is excluded from calculation of time under rule provisions and statutory procedures that require court proceeding to be held within a specific period of time, including Rule 8, Rules of Criminal Procedure; Rules 17, 25, 79 and 100, Rules of Procedure for the Juvenile Court; Rules 2,3, and 15, Rules of Procedure in eviction Actions; and Rule 38.1 (d)(2), Rules of Civil Procedure. A judge, pursuant to Rule 8, may extend this exclusion of time in criminal cases, for good cause including, but not limited to COVID-19 illness, quarantine and travel restrictions.
10. The Court will transition to the different phases as ordered by the Arizona Supreme Court.

IT IS FURTHER ORDERED, marriage ceremonies will not take place inside the courthouse until further order of the court. Marriage ceremonies may take place outside of

the courthouse.

IT IS FURTHER ORDERED, the Clerk of Superior Court in Greenlee County may temporarily accept electronic filings for criminal cases and via email. This temporary process is effective upon signing of the Administrative Order and the following procedures and processes is in place until ceased by further Administrative Order.

1. The document is to be filed through the email of [greenleesc@courts.az.gov](mailto:greenleesc@courts.az.gov) and shall be considered the official original record.
2. The electronically-submitted document shall be deemed filed on the date and time it is received by the Clerk of Superior Court as reflected through Microsoft Outlook email account of [greenleesc@courts.az.gov](mailto:greenleesc@courts.az.gov).
3. The filing party is responsible for distribution of each electronically filed motion to continue to the other respective parties.

DATED this 29<sup>th</sup> day of May 2020.



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HONORABLE MONICA L. STAUFFER  
Presiding Judge