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2
3 IN THE CIRCUIT COURT OF THE STATE OF OREGON
4 FOR THE COUNTY OF WASHINGTON
5

6 IN THE MATTER OF:

7 Washington County Circuit Court
8 COVID-19 Procedures

CORRECTED

PRESIDING JUDGE ORDER NO. 315CV

9 ADOPTING CJOs 21-025, 21-030 AND 21-058
10 AND IMPLEMENTING UPDATED
11 DIRECTIVES REGARDING COVID-19 COURT
12 OPERATIONS

13
14 1.

15 ORS 1.002 provides that a Chief Justice of the Oregon Supreme Court is the administrative
16 head of the judicial department for the state of Oregon. That the Chief Justice shall exercise
17 administrative authority and supervision over the courts of the State of Oregon consistent with
18 applicable provisions of law. Moreover, the Chief Justice can issue orders or take any other
19 action as appropriate to perform the functions of the office of the Chief Justice. Finally, that the
20 Chief Justice can delegate the exercise of these powers to the Presiding Judge of a court.
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22 2.

23 On June 28, 2021 Chief Justice Walters issued CJO 21-025 and CJO 21-030 on August 13,
24 2021. These Orders allow the Presiding Judge to impose additional COVID-19 precautionary
25 measures.
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2 On December 22, 2021 Chief Justice Walters issued Chief Justice Order 21-058
3 (Superseding CJO 21-050), Extending Presiding Judge Authority to Impose Social Distancing
4 Requirement.

5 At the time of the Chief Justice Order, the COVID-19 Omicron variant had spread at a
6 rapid rate internationally and in the United States, and it had been detected in Oregon. At the
7 time, the Oregon Judicial Department has achieved a full vaccination rate for judges and staff
8 that had exceeded 94 percent. Since that time, the Omicron variant has been spreading
9 throughout Oregon including Washington County.
10

11 Recently, the court has been notified of people being infected with COVID-19 who were
12 present in our court facilities. The Centers for Disease Control (CDC) and Oregon Health
13 Authority recommend that people experiencing symptoms associated with COVID-19 or who
14 have tested positive for COVID-19 should stay home and avoid contact with others. The court
15 has consistently recommended that anyone with symptoms or a positive test for COVID-19
16 refrain from entering court facilities.
17

18 The court continues to encourage remote appearances by telephone or video for hearings
19 where personal appearances are not required.

20 Currently, the COVID-19 Omicron variant is widespread in Washington County. During
21 the present widespread occurrence of this virus variant, the court has considered additional
22 measures to help prevent the spread of infection while still conducting the necessary business of
23 the courts.
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25 4.

26 This Order adopts and relies on the Chief Justice Orders CJO 21-025, CJO

1 21-030 and 21-058 and considers and relies on Centers for Disease Control (CDC)
2 and Oregon Health Authority guidance.

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4 It is HEREBY ORDERED:

5 1.

6 All parties and attorneys are required to appear in person unless remote appearance is
7 approved by the Presiding Judge or the assigned judge prior to the designated start time of the
8 hearing.

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10 2.

11 A party or litigant may seek judicial approval to appear remotely (telephone or video)
12 without filing a motion, provided that the party or litigant contacts the court by email within one
13 judicial business day of the hearing.

14 a) The email must contain a good phone number, the email address to be used by the
15 court for the hearing, and whether the party intends to present witnesses or exhibits.

16 b) If the attorney is seeking remote appearance for their client or any witnesses, the
17 attorney must provide to the court the email address and telephone number for their client and
18 any witnesses.

19 c) When emailing either the Presiding Judge's office or an assigned judge's office, the
20 emails shall be sent to the judge staffing team email address (see list below), which is received
21 by both the Judicial Assistant and Courtroom Clerk.

22 d) If a party or litigant develops symptoms of illness later than one judicial business day
23 of the hearing, the party or the party's attorney shall notify the court as soon as possible that
24 remote appearance is requested. The court, in its discretion may reset the matter.
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1 e) If a party or litigant intends to present exhibits during the remote hearing, the exhibits
2 must be filed and accepted by the court within one judicial business day of the hearing.

3 f) Litigants whose hearing will be conducted remotely should refer to the court's website or
4 contact the court for information on how to submit exhibits.

5 <https://www.courts.oregon.gov/courts/washington/go/Pages/RemoteHearings.aspx>

6 g) The contact emails to request remote appearance are:

7 Family – wsh.familylaw.remotehearing@ojd.state.or.us

8 Civil/Small Claims/Landlord Tenant – wsh.civil.remotehearing@ojd.state.or.us

9 LEC – wsh.lec.docket.requests@ojd.state.or.us

10 Probate – wsh.probate.remotehearing@ojd.state.or.us

11 Criminal Hearing at Courthouse – wsh.calendaring@ojd.state.or.us

12 h) Judge Staffing Team email addresses:

13 Judge D. Charles Bailey WSH.Baileystaff@ojd.state.or.us

14 Judge Erik M. Buchér WSH.Bucherstaff@ojd.state.or.us

15 Judge Eric Butterfield WSH.Butterfieldstaff@ojd.state.or.us

16 Judge Chris C. Colburn WSH.Colburnstaff@ojd.state.or.us

17 Judge Andrew R. Erwin WSH.Erwinstaff@ojd.state.or.us

18 Judge Oscar Garcia WSH.Garciastaff@ojd.state.or.us

19 Judge Thomas A. Goldman WSH.Goldmanstaff@ojd.state.or.us

20 Judge Rebecca D. Guptill WSH.Guptillstaff@ojd.state.or.us

21 Judge Kelly D. Lemarr WSH.Lemarrstaff@ojd.state.or.us

22 Judge Ricardo J. Menchaca WSH.Menchacastaff@ojd.state.or.us

23 Judge Ramón A. Pagán WSH.Paganstaff@ojd.state.or.us

1 Judge Kathleen J. Proctor WSH.Proctorstaff@ojd.state.or.us
2 Judge Michele C. Rini WSH.Rinistaff@ojd.state.or.us
3 Judge Beth L. Roberts WSH.Robertsstaff@ojd.state.or.us
4 Judge Theodore E. Sims WSH.Simsstaff@ojd.state.or.us
5 Judge Brandon M. Thompson WSH.Thompsonstaff@ojd.state.or.us
6 Judge Janelle Factora Wipper WSH.Wipperstaff@ojd.state.or.us

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8 3.

9 A litigant who is experiencing symptoms associated with COVID-19 or who has tested
10 positive for COVID-19 and is required to appear for a trial or hearing, shall immediately, or as
11 soon as practical, notify the court prior to their scheduled court appearance. The court may allow
12 for a remote appearance or may reset the hearing or trial in its discretion.

13 4.

14 Beginning immediately and until further order all persons in the courthouse facility shall
15 maintain distance of at least six feet from other persons and are expected to adhere to other
16 prevention measures such as mask wearing,¹ hand washing and use of hand sanitizer. The
17 exception is that persons living in the same household may be within six feet from one another.

18 Dated this 22nd day of March 2022

19 

20 Circuit Court Judge, Kathleen Proctor
21 Presiding Judge Washington County Circuit Court