

**PLEASE READ CAREFULLY. THE CIRCUIT COURT FOR MONTGOMERY COUNTY IS OPEN FOR BUSINESS ON MONDAY, MARCH 16, 2020, SUBJECT TO THE FOLLOWING IMPORTANT INFORMATION:**

Pursuant to Chief Judge Barbera's Order of March 13, 2020, closing state courthouses to the public on an emergency basis, the following information is provided.

In accord with the recommendations of the Centers for Disease Control (CDC), this court seeks to limit the level, duration and quality of contact among persons who frequent the Circuit Court for Montgomery County. To that end, all persons who enter the Circuit Courthouse are encouraged to practice good hygiene, by frequently washing their hands, keeping an appropriate distance from others and – in the case of employees – keeping work stations, keyboards and phones clean. Commonly used surfaces in the Circuit Courthouse, including the areas around doors and elevators, are cleaned twice a day by county crews.

The concept of "social distancing" in the Circuit Courthouse is encouraged, but normal human interaction is inevitable. Thus all courthouse users should be prudent and exercise good judgment during those interactions.

Because the decision to close the courts occurred after business hours concluded on March 13, Administrative Judge Greenberg will be meeting over the weekend with court officials in an effort to streamline procedures going forward. For now, however, please note the following:

All cases, including jury trials, that carried over from March 13 will resume on Monday, March 16 to their conclusion. All parties, witnesses, attorneys and jurors involved in those cases (including State v. Panton) must report to court as scheduled on March 16, subject to the terms of this court's Updated Administrative Order Regarding Coronavirus, dated March 13, 2020. Members of the public and the news media shall be admitted to the Courthouse to attend the State v. Panton trial.

All other trials, motions or hearings scheduled to commence for one day or less on March 16, before any judge or magistrate, shall be heard as scheduled. Only the parties, attorneys, and testifying witnesses are permitted to attend those trials, motions or hearings, with no exceptions, unless permission is expressly granted by the Administrative Judge to do so.

The Clerks's office will not be interacting with members of the public or attorneys, except by telephone. All court filings shall be mailed or placed in the court's after-hours dropbox, located on the Maryland Avenue side of the North Tower, with no exceptions.

Other than judges, employees of this courthouse, Register of Wills office, and State's Attorney's Office, the only persons who may access the Circuit Court are litigants, attorneys or testifying witnesses in a case scheduled for hearing on a particular day; Public Defenders; probation agents; Montgomery County Office of Child Support; Pretrial Services employees; Department of Juvenile Justice employees; and Department of Health and Human Services employees. Any other user of the courthouse who frequently appears on behalf of a government agency who is not on the list above should contact the Administrative Judge.

The law library, Kids Spot child waiting area, Family Law Self-Help Center, notary services, any classes offered or attended in the Circuit Courthouse, and Lawyer Referral Service will be closed to the

public, except that attorneys or litigants who are in court for hearing or trial may use the library on the day of their hearing or trial.

Please check back frequently for updates or revisions.

**IT IS SO ORDERED.**

Robert A. Greenberg, Administrative Judge