

1 IN THE JUSTICE COURT OF RENO TOWNSHIP
2 IN AND FOR THE COUNTY OF WASHOE, STATE OF NEVADA
3

4 **AMENDED ADMINISTRATIVE ORDER 2020-3 IN RESPONSE TO CORONAVIRUS**
5 **DISEASE (COVID-19) TRANSMISSION**
6

7 Pursuant to NRS 4.157(c) and JCRRT 21, the Chief Justice of the Peace of Reno
8 Township hereby enters this Amended Administrative Order in response to the State of
9 Emergency declared by Nevada Governor Steve Sisolak on March 12, 2020. The Emergency
10 concerns the presence of Coronavirus Disease (COVID-19) in our community. In order to
11 protect the public from the possible transmission of COVID-19 within the Court, it is necessary
12 to alter normal court operations. This Order is, therefore, intended to restrict the number of
13 attorneys, parties, and witnesses who make in-person appearances in Reno Justice Court and to
14 implement “social distancing” in Court operations.

15 On March 17, 2020, this Court entered a previous Emergency Administrative Order
16 regarding the COVID-19 Emergency. Since that time, Governor Sisolak and Washoe County
17 Manager Eric Brown have ordered that all State and County entities must temporarily suspend
18 all non-essential government operations. While recognizing that the judicial branch is a separate,
19 independent branch of government from the entities referenced above, the Court is compelled to
20 issue this Amended Order to limit the number of individuals making in-person appearances at
21 Reno Justice Court to only those individuals who are absolutely necessary to continue essential
22 Court operations. Additionally, and as explained in further detail below, since the Court will be
23 implementing procedures that may impede the public’s ability to file documents in a timely
24 manner, the Court is compelled to alter, modify and/or temporarily suspend procedures and
25 timelines governing certain civil actions.
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1 THEREFORE, IT IS HEREBY ORDERED, effective March 18, 2020, Reno Justice
2 Court shall continue to accept all court filings and continue to operate while managing cases
3 within the parameters set forth in this Order:

- 4 1. Transportation of all in-custody defendants will be suspended for 30 days unless
5 specifically ordered by the Court.
- 6 2. In-custody arraignments, mandatory status conferences, pre-trial conferences and
7 trials shall be conducted telephonically and/or via video conference only. If this is
8 impossible, please contact Reno Justice Court at rjccc@washoecounty.us or 775-325-
9 6500.
- 10 3. All non-custodial arraignments (for example, citations and criminal) currently
11 scheduled between March 18, 2020 through April 16, 2020, will be continued for a
12 period of 60 days. Waivers of arraignments using the Court's approved forms will be
13 accepted by email. Citations may be handled by email or telephonically with the
14 Court during this period of time upon request.
- 15 4. In-custody preliminary hearings that have not waived time requirements shall be
16 heard telephonically and/or via video conference. If this is impossible, please contact
17 Reno Justice Court at rjccc@washoecounty.us or 775-325-6500.
- 18 5. Out-of-custody preliminary hearings shall be continued for a period of 30 days.
- 19 6. Defendants arrested on citation offenses and/or warrants subject to release under the
20 current pre-trial procedures will be given a return court date of 60 days.
- 21 7. Out-of-custody trials (citations and criminal) scheduled between March 18, 2020,
22 through April 16, 2020, will be continued for a period of 60 days unless the Defendant
23 has invoked the right to a speedy trial.
- 24 8. All civil proceedings shall be conducted telephonically and/or via video conferencing
25 for a period of at least 30 days.
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1 9. Out-of-custody post-adjudicatory reviews and orders to show cause shall be
2 continued for 30 days.

3 10. In-custody post-adjudicatory reviews and orders to show cause shall be handled
4 telephonically and/or via video conferencing.

5 11. The Court's first-floor customer-service windows shall be closed to the public,
6 effective 12:00 p.m. on March 19, 2020. Individuals who need to file documents
7 must do so by utilizing the Court's electronic filing system (for civil actions only) or
8 by e-mailing an electronic copy of the document to the following e-mail addresses:

9 a. Civil cases: RJCeFileCivil@washoecounty.us

10 b. Criminal cases: RJcWeb@washoecounty.us

11 All payments for fines and fees shall be processed electronically or by telephone 775-
12 325-6500.

13 12. The second-floor lobby and courtrooms located in Reno Justice Court are hereby
14 closed to members of the general public, effective 12:00 p.m. on March 19, 2020.
15 Admittance into court facilities is restricted to parties and attorneys who are
16 specifically authorized to enter the Court on a case-by-case basis. Members of the
17 public and media who wish to enter the Court must make a specific request by calling
18 775-325-6500. Court staff may honor such requests by providing opportunities to
19 view Court proceedings via video streaming or similar means.

20 13. Effective immediately, the Court will suspend issuing defaults in all civil actions.
21 Applications for default judgments in cases where a default has already been
22 issued will still be processed.

23 14. Effective immediately, all deadlines and default provisions contained in NRS Chapter
24 40 concerning eviction and unlawful detainer proceedings are suspended and stayed.
25 Accordingly, no lockout order will be granted by default for this period of suspension.
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