



**RACHEL L. BRINGER SHEPHERD  
PRESIDING JUDGE  
TENTH JUDICIAL CIRCUIT**

**573-221-0579**

Marion County Courthouse  
100 South Main  
Palmyra, MO 63461

Monroe County Courthouse  
300 North Main  
Paris, MO 65275

Marion County Courthouse  
906 Broadway  
Hannibal, MO 63401

Ralls County Courthouse  
311 South Main  
New London, MO 63459

August 5, 2020

**ADMINISTRATIVE ORDER 20-08**

**EFFECTIVE August 5, 2020**

**IN RE COURT OPERATIONS IN LIGHT OF THE MISSOURI GOVERNOR'S ORDER OF MARCH 21, 2020 AND THE ORDERS OF THE SUPREME COURT DATED MARCH 22, 2020, APRIL 1, 2020, April 17, 2020, May 4, 2020, and July 24, 2020.**

1. Effective August 5, 2020, the Circuit Court of Ralls County, Missouri, and its divisions, will be returning to Operating Phase One, as described in the Missouri Supreme Court order dated May 4, 2020 and July 24, 2020.
2. Each judge will review his or her cases and schedule for in-person proceedings "only the most critical" cases during operating phase one.
3. Large venues and common areas are closed.
4. For the "most critical" cases in which in-person proceedings are scheduled during operating phase one, strict social distancing protocols must be maintained. All participants in court proceedings, including litigants, attorneys, judges, clerks, bailiffs, witnesses, court partners, spectators, members of the press, and courthouse staff must wear masks or face coverings. All Court participants will be subject to a temperature check prior to entering the courthouse. The judge presiding over the proceeding shall arrange the manner

in which temperature checks are conducted. The judge presiding over the proceeding will take action to mark six-foot distances at various locations in the courtroom for use by litigants, attorneys, and court personnel.

5. Vulnerable litigants, witnesses, victims, attorneys, and other individuals involved in court proceedings will be permitted to participate in the proceedings remotely or have their cases continued or postponed at the discretion of the judge. Judges shall use all available technologies – including teleconferencing and video conferencing – whenever possible to limit in-person courtroom appearances to the extent not prohibited by constitutional or statutory provisions.

6. Face coverings are required for all in-person hearings in accordance with the order of the Missouri Supreme Court dated July 24, 2020.

7. The provisions of prior administrative orders not amended by this order remain in effect.

8. The following individuals are **prohibited** from entering the courthouse:

1. Persons who have traveled to any foreign country within the last 14 days;
2. Persons who reside or have had close contact with someone who has travelled to any foreign country within the last 14 days;
3. Persons who have been asked to self-quarantine by any doctor, hospital or health agency;
4. Persons who have been diagnosed with, or have had contact with, anyone who has been diagnosed with COVID-19; and
5. Persons with unexplained fever, lost of sense of taste or smell, cough or shortness of breath;
6. Persons with symptoms of respiratory illness which includes congestion, runny nose, cough, sore throat, fever, body aches, or fatigue must stay home until they recover and are free of fever (100.4° F [37.8° C]) or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants).

If you are unable to enter the courthouse for these or any other reason, please contact the clerk immediately to receive instructions about your court proceeding.

SO ORDERED.

August 5, 2020

*Rachel L. Bringer Shepherd*

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Rachel Bringer Shepherd  
Presiding Judge  
Tenth Judicial Circuit

A copy of this order has been emailed to:

The Ralls County Commission  
Members of the Tenth Circuit Bar Association  
The Ralls County Sheriff  
Ralls County Circuit Clerk