

**BUTLER COUNTY AREA COURT**

BUTLER COUNTY  
AREA II COURT

MAY 18 2020

**IN RE COURTHOUSE OPERATIONS :  
UNDER EXIGENT CIRCUMSTANCES  
CREATED BY COVID-19  
(CORONOVIRUS) :**

**Number:**

**FILED**

**ADMINISTRATIVE ORDER**

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Because of the continuing public health emergency caused by the outbreak of Coronavirus Disease 2019 (COVID-19), the Presiding and Administrative Judge of the Butler County Area Court hereby supplements the Administrative Order, issued on March 16, 2020, to require the following:

1. All persons entering the court premises will be subject to a health screen. This screen will include a non-invasive forehead temperature scan. Any person whose temperature is above 100.4 degrees will be restricted from entrance. In addition, any person who is exhibiting symptoms of COVID-19 will be restricted from entrance. A person so restricted will have their name taken and the Court that they were attempting to visit will be notified. In addition, the person shall call the clerk of courts for further instructions regarding his or her case.
2. All court staff shall take their temperature and monitor their health before coming to work every day. If an employee has a temperature over 100.4 degrees, that employee should immediately notify his or her supervisor and should not come into the courthouse for duty.
3. All persons entering the courthouse shall be required to wear a face covering while in public areas (including, but not limited to, the courtroom, rotunda, hallways, stairwells, elevators, and

bathrooms), and shall follow all social distancing and hygiene requirements. Upon the court's discretion, an exception to this order may be made for the following reasons:

a. Facial coverings are not advisable due to a medically documented health reason, to comply with Americans With Disabilities Act requirements, and for recognized good faith reasons, such as religious beliefs.

b. Facial coverings should also not be placed on young children under the age of 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

c. Facial coverings are not required when an employee works alone in an assigned work area, or is otherwise socially distant, i.e., six (6) feet away from others.

d. There is a functional (practical) reason for an employee not to wear a facial covering in the workplace. This exception shall be approved in advance by the employee's supervisor.

4. Any judge and magistrate of the court shall have the individual discretion to make exceptions regarding face coverings in their respective courtrooms for any of the following reasons:

a. Health, safety, or security of the courtroom.

b. The interests of justice cannot be served by parties, attorneys, or witnesses wearing a face covering.

c. When a participant is offering testimony.

d. Any other valid reason approved by the judge or magistrate.

5. All persons who enter a courtroom are required to "social distance," i.e., be seated at least six (6) feet away from anybody else. All courtrooms have been marked with spaces for people to sit, and the courtroom capacity has been reduced to 50% capacity, per a directive from the Ohio

Department of Health and the Governor of Ohio. All persons in the courtroom are required to obey the directives of the bailiffs regarding seating and spacing.

6. If a courtroom's capacity has been reached, any other persons needing to attend court will be required to wait in the lobby of the courthouse or outside the court building. All such persons shall notify the bailiff of their attendance at court and of their inability to enter the courtroom itself.

7. In all Area Courts, only defendants, attorneys, alleged victims, witnesses, and necessary personnel shall be permitted in the courthouse. All other people (support persons, spouses, children, etc.) must remain outside the courthouse.

8. It is the intention of the court to start with its regular dockets on May 26, 2020. If a party or witness is unable to appear in court because of issues related to the coronavirus, that party or witness is to immediately contact the clerk of courts in order to notify the court of his or her issue.

9. The judge or magistrate presiding in each court retains the discretion to vary from this policy, depending on the precise facts and circumstances that may exist.

10. All other orders contained in the March 16, 2020 Administrative Order that are not inconsistent with this Administrative Order shall remain in effect.

IT IS SO ORDERED, this 18<sup>th</sup> day of May, 2020.

  
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Judge Robert Lyons, Presiding and Administrative  
Judge