

**IN THE CIRCUIT COURT OF FLORIDA, SEVENTH JUDICIAL CIRCUIT  
IN AND FOR FLAGLER, PUTNAM, ST. JOHNS AND VOLUSIA COUNTIES**

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**RE: FIRST AMENDED Emergency Court Procedures (COVID-19)**

**REF: Z-2020-032  
(Replaces Z-2020-030)**

**WHEREAS**, our nation, and the State of Florida has been beset by a pandemic as a result of the COVID-19 virus, and

**WHEREAS**, the Governor of Florida declared a state of emergency in the State of Florida, and

**WHEREAS**, the Florida Supreme Court has issued Administrative Orders urging the need to take necessary precautions, and adopting procedures to mitigate the spread of the COVID-19 virus, and

**WHEREAS**, the courts must provide a level of functionality in satisfying mission critical functions, while at the same time heeding the advice of health officials, and

**WHEREAS**, protecting the health and well-being of the public, court staff, and judges continues to be of paramount concern;

**NOW THEREFORE, I, RAUL A. ZAMBRANO**, Chief Judge of the Seventh Judicial Circuit of Florida, by virtue of the authority vested in me by Article V, Section 2 of the Florida Constitution, and the Administrative Orders of the Florida Supreme Court, hereby ORDER that the provisions outlined herein take effect on March 30, 2020 at 8:00 a.m. EDT and expire on April 20, 2020 at 8:00 a.m EDT.

All previous Supreme Court Administrative Orders, up to and including AO SC 20-17, addressing COVID-19 constitute mandates to the Seventh Judicial Circuit and are therefore incorporated herein.

1. Court proceedings are limited to those deemed “mission critical” as defined below:
  - a) First appearances;
  - b) Bond hearings;
  - c) Juvenile detention hearings;
  - d) Juvenile shelter hearings;
  - e) Domestic violence, repeat violence, sexual violence, dating violence and stalking injunctions, as well as all chapter 39 injunctions (including “Orders Setting Hearing” where a temporary injunction was not issued);
  - f) Risk protection orders;
  - g) Marchman Acts;
  - h) Baker Acts;
  - i) Family law (including juvenile) cases where the imminent safety of children is an issue;
  - j) Vulnerable Adult injunctions;
  - k) Emergency incapacity petitions and appointment of guardians;
  - l) Proceedings involving requests for “do not resuscitate” orders;
  - m) Adult Protective Service Act proceedings;
  - n) Requests for search warrants and arrest warrants;
  - o) Violations of quarantine or isolation orders;
  - p) Violations of orders to limit travel;
  - q) Violations of orders to close public or private buildings;
  - r) Seizure of bodily fluids;

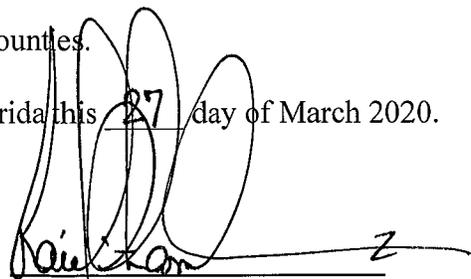
- s) Mandatory vaccination proceedings;
  - t) Enforcement of curfew orders;
  - u) Extraordinary writs (with the exception of writs of possession);
  - v) Any other “emergency” proceedings or hearings as authorized by the Chief Judge.
2. Any person, regardless of status, who is exhibiting symptoms consistent with COVID-19 infection, has traveled outside the United States since March 1, 2020, or has knowingly been in contact with someone infected with COVID-19, is prohibited from entering any court facility without the express permission of the Chief Judge.
  3. Entry to court facilities in which “mission critical” hearings are conducted is limited to the media, attorneys, litigants, witnesses, victims, essential personnel necessary to conduct the critical mission of the court (as defined in this order), and any court partner and their employees who are physically located within the building.
  4. First Appearances/Bond Hearings:
    - a) Volusia County: All first appearances and bond hearings will take place “in-person” at the Volusia County Branch Jail and will commence at 8:30 am. If a suitable system to conduct proceedings by electronic means is procured prior to the expiration of this order, said proceedings will be conducted by electronic means.
    - b) Flagler County: All first appearances and bond hearings will take place by electronic means and will commence at 8:30 am.
    - c) Putnam County: All first appearances and bond hearings will take place by electronic means and will commence at 8:30 am.
    - d) St. Johns County: All first appearances and bond hearings will take place by electronic means and will commence at 8:30 am.
  5. Juvenile Shelter and Shelter Review Hearings: All weekday Volusia and Flagler County juvenile shelter and shelter review hearings will take place “in-person” or by electronic means at 1:30 p.m. in a location capable of producing a recording at the Volusia County Courthouse, 101 N. Alabama Avenue, DeLand, Weekend shelters will take place “in-person” at the Volusia County Branch Jail at 8:30 a.m. All Putnam and St. Johns County shelter and shelter review hearings will take place “in-person” or by electronic means at times and locations designated by the Administrative Judges of the respective counties.
  6. Juvenile Detention Hearings: All juvenile detention hearings will take place “in-person” at 8:30 a.m. at the Volusia County Branch Jail. (See “electronic means” notation in 4(a) above)
  7. Family Law Injunctions: All domestic violence, repeat violence, sexual violence, dating violence, stalking, and Chapter 39 injunction hearings, (including “Orders Setting Hearing” where a temporary injunction was not issued) in Volusia County will take place “in-person” or by electronic means at times designated by the presiding judges in a location capable of producing a recording at the Volusia County Courthouse in DeLand. Injunction hearings in Flagler, Putnam and St. Johns Counties will take place “in-person” or by electronic means at times designated by the Administrative Judges of the respective counties in locations capable of producing recordings.
  8. Risk Protection Orders (RPOs): All RPO hearings in Volusia County will take place “in-person” or by electronic means at a time designated by the presiding judge in a location capable of producing a recording at the Volusia County Courthouse. All RPO hearings in Flagler, Putnam and St. Johns Counties will take place “in-person” or by electronic means at times designated by the Administrative Judges of the respective counties in locations capable of producing a recording. All “3-day” hearings pursuant to § 790.401(7)(f), Florida Statutes, are to be extended and conducted in conjunction with “14-day” hearings pursuant to § 790.041(3)(a).

9. **Marchman Acts:** All Marchman Act hearings in Volusia County will take place “in-person” or by electronic means at a time designated by the presiding judge in a location capable of producing a recording at the Volusia County Courthouse. Marchman Act hearings in Flagler, Putnam and St. Johns Counties will take place “in-person” or by virtual means at times designated by the Administrative Judges of the respective counties in locations capable of producing a recording.
10. **Baker Acts:** All Volusia and Flagler County Baker Act hearings will take place “in-person” or by electronic means at 8:30 a.m. “In-person” hearings will take place in the assigned room within Halifax Medical Center in Daytona Beach. Hearings by electronic means will take place in a location capable of producing a recording at the Volusia County Courthouse. All Putnam and St. Johns County Baker Act hearings will take place “in-person” or by electronic means at times designated by the presiding judges. “In-person” hearings will take place in the assigned room within Flagler Hospital in St. Augustine. Hearings by electronic means will take place in a location capable of producing a recording at the Richard O. Watson Judicial Center in St. Augustine.
11. **Family / Dependency emergencies where imminent harm to a child is at issue:** All Volusia County Family/Dependency emergency hearings will take place “in-person” or by electronic means at times designated by the presiding judges at the Volusia County Courthouse. Flagler, Putnam and St. Johns County Family/Dependency emergency hearings will take place “in-person” or by electronic means at times and in locations designated by the Administrative Judges of the respective counties.
12. **Probate/Guardianship:** All hearings in Volusia County vulnerable adult injunctions, emergency incapacity petitions / appointment of guardians, “do not resuscitate” requests, and Adult Protective Service Acts will take place “in-person” or by electronic means at a time designated by the presiding judge in a location capable of producing a recording at the Volusia County Courthouse. All hearings in Flagler, Putnam and St. Johns County cases will take place “in-person” or by electronic means at times designated by the Administrative Judges of the respective counties in locations capable of producing a recording.
13. **Warrants:** All requests for wiretaps, search warrants, and arrest warrants will be considered/heard by the on-call judge in the respective counties.
14. **Civil:** All Volusia County extraordinary writs, enforcement of curfew orders, mandatory vaccination proceedings, seizure of bodily fluids, violations of orders to close public and private buildings, violations of orders limiting travel, and violations of quarantine or isolation orders will take place “in-person” or by electronic means at times designated by the presiding judges at the Volusia County Courthouse, or at a location designated by the Department of Health. All hearings in Flagler, Putnam and St. Johns County cases will take place “in-person” or by electronic means at times and in locations designated by the Administrative Judges of the respective counties, or the Department of Health.
15. **Criminal:** Beginning Monday, April 6, 2020, criminal arraignments (including Violations of Probation), competency hearings, and negotiated pleas/sentences involving persons incarcerated in the Volusia County Jail will take place “in-person” at 1:30 p.m. at the Volusia County Branch Jail. Competency hearings and pleas are to be scheduled with the Court’s judicial assistants. (See “electronic means” notation in 4(a) above) In Flagler, Putnam and St. Johns Counties, the Administrative Judges of the respective counties are to develop plans for conducting similar in-custody proceedings as contemplated by this Order.
16. Any judge, who in his/her good judgment feels the need to conduct a hearing outside the parameters of this Order must request permission to do so from the Chief Judge.

17. No inmate housed in any jail facility is to be transported to any court facility in the Seventh Judicial Circuit absent a written order from the Chief Judge or the Administrative Judges of the respective counties. All weekend jail sentences are tolled and held in abeyance until further order of the Court.
18. All court proceedings/events not mentioned herein that are scheduled to take place in any court facility in the Seventh Judicial Circuit are postponed and are to be rescheduled by the parties or the court.
19. All collateral uses of the courthouse facilities are postponed.
20. Unless specifically ordered otherwise in a particular case, all court ordered, "in-person" visitations in Dependency cases are suspended. Visitation is to continue by electronic means in a method agreed upon by the parties.
21. The Clerks of Court of the respective counties are directed to cancel foreclosure sales, cease issuance of writs of possession, and cease issuance of D-6 drivers' license suspensions.
22. Except as otherwise provided herein, when available, electronic means of communication such as telephone, conference call, or videoconference should be used to minimize face-to-face contact among judges, attorneys and litigants.
23. The Public Defender's Office is appointed to represent all persons arrested and appearing at a first appearance hearing, unless the person affirmatively rejects counsel.
24. Probation officers and Court Services Officers, without Court permission, may alter reporting and drug testing schedules of probationers, defendants on pretrial supervision, and Treatment Court participants.
25. The S. James Foxman Justice Center and Volusia County Courthouse Annex in Daytona Beach are both closed to the general public. Persons wishing to conduct business with the Clerk of Court in Volusia County related to the mission-critical functions outlined in this Order may continue to do so using the exterior public access area on the south side of the Volusia County Courthouse in DeLand. The public may also record documents, obtain marriage licenses, pay child support, file injunctions, or pay tickets at the public access area. Persons wishing to conduct business with the Clerks of Court in Flagler, Putnam, or St. Johns counties related to mission-critical functions outlined in this Order may continue to do so at the courthouses or other alternate locations designated by the respective Clerks.

**TO BE RECORDED** in Flagler, Putnam, St. Johns and Volusia counties.

**DONE AND ORDERED** in Daytona Beach, Volusia County, Florida this 27 day of March 2020.

  
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**RAUL A. ZAMBRANO**  
**CHIEF JUDGE**