

IN THE DISTRICT COURT OF ROGERS COUNTY  
STATE OF OKLAHOMA

MAR 17 2020

AO-NO. 2020- 13

CATHI EDWARDS, COURT CLERK

DEPUTY

SUPPLEMENTAL ADMINISTRATIVE ORDER  
REGARDING COVID-19 EMERGENCY RESPONSE  
IMPLEMENTING TEMPORARY MEASURES

On this date, the Rogers County Board of County Commissioners having declared a state of emergency for Rogers County, Oklahoma and having closed the Courthouse to the public effective at 12:00 p.m. on March 17, 2020 until April 6, 2020, the District Court of Rogers County makes the following additional arrangements over and above the temporary measures addressed in AO-2020-11. If anything in this Order is in conflict with AO-2020-11, please follow the directives in this Order:

**Protective Orders.** Regarding all Protective Orders that are currently set for court/hearing between now and April 6, 2020, all such cases are continued and set for further disposition on May 14, 2020 at 9:00 a.m. in front of Judge Smith.

As far as Emergency Protective Orders, they may be obtained by appearing at the courthouse and letting the Deputy at the front door know they are there for such an Emergency Order. Staff from the Protective Order office will assist Petitioners with filling out their paperwork. Thereafter, the Protective Order office will file the paperwork and take it to the Court for review.

**Emergency Guardianships** When a person appears at the Courthouse seeking an Emergency Guardianship, the paperwork will be coordinated between the Deputies at the front door and the assigned Judge's office.

**Filing paperwork with the Court Clerk's office in general.** The Court Clerk's office will accept paperwork by U.S. Mail or other private carrier as well as by e-mail. If filing by email, please email the paperwork to either [shelli.england@oscn.net](mailto:shelli.england@oscn.net); [Shannon.Abbott@oscn.net](mailto:Shannon.Abbott@oscn.net) or [Cathi.Edwards@oscn.net](mailto:Cathi.Edwards@oscn.net) and follow up by mailing the original paperwork within three days of filing by email. Additionally, filing fees should be contemporaneously paid by calling the Court Clerk's office to pay by credit or debit card. If the filing fee is not paid by the close of business (5:00 p.m.) the day the paperwork is emailed, it will not be considered properly filed. A list of direct phone numbers to Deputy Court Clerks in order to make the payment of filing fees is attached.

IT IS SO ORDERED.

  
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STEPHEN R. PAZZO  
CHIEF DISTRICT JUDGE, ROGERS COUNTY

AMANDA	TRAFFIC	918-923-4547
BRITTANY	GUARDIANSHIP, PROBATE JUVENILE CASES	918-923-4562
CASSIE	MINUTES PAZZO	918-923-4551
DARIAN	MISDEMEANOR CASES	918-923-4548
DENA	SMALL CLAIMS GARNISHMENTS	918-923-4566
HUNTER	BOOKKEEPING, ADMIN ASST COURT FUND	918-923-4564
JONI	DIVORCE, PROTECT ORDER	918-923-4558
KAYLA	TRAFFIC	918-923-4556
SHANNON	2 <sup>ND</sup> DEPUTY, SUPERVISOR CIVIL DESK	918-923-4549
Shelli	1 <sup>ST</sup> Deputy	918-923-4565
TORI	FELONY	918-923-4555
CATHI	COURT CLERK	918-923-4546
FRONT COUNTER		918-923-4550