

# NAVARRO COUNTY

COURTNEY KIRK  
COURT COORDINATOR  
(903) 875-3322



LISA EASLEY  
OFFICIAL COURT REPORTER  
(903) 875-3323

## AMANDA DOAN PUTMAN

JUDGE, COUNTY COURT AT LAW  
NAVARRO COUNTY COURTHOUSE  
300 W. 3<sup>rd</sup> AVE., Ste. 103  
CORSICANA, TEXAS 75110

March 20, 2020

In light of the COVID-19 pandemic and in compliance with all Orders regarding the COVID-19 State of Disaster issued by the Supreme Court of Texas and the Court of Criminal Appeals of Texas (which can be found on the Navarro County website) and following the Office of Court Administration directives, along with consideration of the health and safety of all court staff, parties, attorneys, jurors and the public, the Navarro County Court at Law will not be open to the public until further notice beginning at 12:01 a.m. on March 21, 2020.

However, as previously advised, the County Court at Law will continue to operate in the following manner until further Order from the Court:

1. The Court is requiring that a Certificate of Conference be attached to every e-filed document as proof that the attorneys and/or parties have attempted to communicate with opposing counsel and/or party prior to requesting a setting. Opposing counsel and/or party has twenty four (24) hours to respond to the request to confer.
2. All essential hearings, including, but not limited to, Protective Orders, Temporary Restraining Orders, CPS 14 day Full Adversary proceedings; Juvenile Detention; Contempt; Enforcement; Writs of Habeas Corpus and Pleas/Agreed Revocations, shall continue to be heard in person (if not to cause more than ten (10) people to gather in a courtroom or in any area the courthouse) or via a reliable audio or video conferencing method.

Any exhibit to be used and/or admitted via audio or video conferencing method must be in a format easily transmitted to opposing party and the Court Reporter at the time of use.

3. All non-essential hearings will be set at a later date or via a reliable audio or video conferencing method.

Any exhibit to be used and/or admitted via audio or video conferencing method must be in a format easily transmitted to opposing party and the Court Reporter at the time of use.

4. Detailed instructions will be included on each daily docket that will include how to proceed with appearances at criminal docket calls.
5. All non-contested hearings, including but not limited to, Prove Up hearings, Default Final hearings and No Evidence Summary Judgements, shall be proved up by sworn affidavit presented to the Court via e-file.

All documents which require the Court's signature must be submitted via e-file.

The Court can continue to be reached via e-mail through the Court Coordinator at [ckirk@navarrocourt.org](mailto:ckirk@navarrocourt.org). E-mails will be responded to as quickly as possible, but please be mindful that all court communication has been reduced to e-mail at this time.

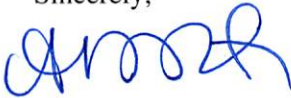
Although this is a frustrating and uncertain time, please know that the Court is trying to continue operating as normal as possible in light of all that is going on. However, at this time, everyone's health and safety has to be considered when making decisions and the Court has to follow Orders from the Supreme Court of Texas.

Please continue to follow all advice of the CDC and local health authority to keep yourself, your family and our community as a whole protected and healthy.

These Orders will remain in effect until further notice of the Court. Please be advised that the Court will follow all Orders as required by law. Updates will be posted on the Navarro County website at [www.co.navarro.tx.us](http://www.co.navarro.tx.us).

The Court orders that this letter is posted at the Navarro County Courthouse, the Navarro County website and sent via e-mail to the Court's daily docket list.

Sincerely,



Amanda D. Putman  
Judge, Navarro County Court at Law