

Filed in The District Court
of Travis County, Texas

MAR 13 2020 LJ

At 3:55 P.M.
Velva L. Price, District Clerk

FILE NO. GN-61-121012

EMERGENCY ORDER FOR ALL TRAVIS COUNTY CIVIL AND FAMILY COURTS

Effective MARCH 16, 2020

In response to the State of Disaster declared by the Governor and the growing concerns with regard to COVID-19 and to protect the due process rights and public health of all residents, the Travis County Civil and Family courts are suspending in-person non-emergency hearings until April 13, 2020. This Order effectively includes all jury trials, all non-jury trials and all non-essential hearings in the family and civil courts. This Order does not include Juvenile Court matters.

All non-emergency hearings currently scheduled for the next four weeks are hereby postponed and will need to be rescheduled to a later date through Court Administration.

In the meantime, lawyers and litigants shall exercise their best judgment as to whether their hearing is an emergency and should communicate with Court Administration (512-854-CIVIL or traviscivilcourts@traviscountytx.gov) and wait for a response before attempting to visit the Heman Marion Sweatt Travis County Courthouse in person for any matter.

Reduced court staff will be present at the HMS Courthouse but will only be available for in-person hearings on emergency matters. The Duty Judge and emergency procedures will be posted on the Civil Courts website <https://www.traviscountytx.gov/courts/civil>, but the weekly Duty Court shall only preside over emergency matters, such as emergency Temporary Restraining Orders, family-violence protective orders, writs, etc.

In the meantime, and to ensure the civil justice system functions as efficiently as possible under the circumstances, if lawyers and litigants believe they have an agreed matter or non-evidentiary matter that does not require a record, they may submit said motion and a proposed order for consideration directly to the court in which the matter is filed, and copy all other parties of record.

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EXHIBIT 4

The email addresses for this submission dockets are as follows:

- 53rd District Court: 53submissions@traviscountytx.gov
- 98th District Court: 98submissions@traviscountytx.gov
- 126th District Court: 126submissions@traviscountytx.gov
- 200th District Court: 200submissions@traviscountytx.gov
- 201st District Court: 201submissions@traviscountytx.gov
- 250th District Court: 250submissions@traviscountytx.gov
- 261st District Court: 261submissions@traviscountytx.gov
- 345th District Court: 345submissions@traviscountytx.gov
- 353rd District Court: 353submissions@traviscountytx.gov
- 419th District Court: 419submissions@traviscountytx.gov
- 459th District Court: 459submissions@traviscountytx.gov
- County Court No. 1: CCL1submissions@traviscountytx.gov
- County Court No. 2: CCL2submissions@traviscountytx.gov

These motions MUST be filed with the clerk BEFORE submission to the respective courts.

Court staff shall then communicate to all parties regarding whether the judge will consider this matter by submission or by scheduling a telephonic hearing, and whether any further communication or briefing shall be required from any parties.

For CPS cases, all statutory review hearings will be postponed until the courts find it is reasonably possible to proceed, taking into account the circumstances. The courts will notify parties on those cases needing to be re-set once normal operations resume for in-person hearings.

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Additionally, CPS courts will continue to hold Show Cause and Chapter 262 hearings on Tuesday and Wednesday dockets at the discretion of the judge. All other urgent matters requiring rulings shall be submitted to the CPS courts through the Judicial Executive Assistant for which the case is assigned. The email addresses for the Judicial Executive Assistants are as follows:

126th District Court (Hon. Darlene Byrne):


Rene.Salinas@traviscountytexas.gov

CPS Associate Court (Hon. Aurora Martinez Jones):


April.Morton@traviscountytexas.gov

The Travis County Civil and Family courts will resume normal operations and in-person hearings on April 13, 2020, unless otherwise notified.

SIGNED and FILED with District Clerk's and County Clerk's Office on this 13th day of MARCH, 2020.



Tim Sulak
Local Administrative Judge



Amy Clark Meachum
Civil Presiding Judge