

20S-CB-192

STATE OF INDIANA) IN THE STEUBEN SUPERIOR/CIRCUIT COURT
)
COUNTY OF STEUBEN)

IN THE MATTER OF:)
Administrative Rule 17)
Emergency Relief Relating)
to the 2019 Novel)
Coronavirus (COVID-19))

ADMINISTRATIVE RULE 17 PETITION

Come now the judges of Steuben County and petition the Indiana Supreme Court for relief under Indiana Administrative Rule 17. In support of this petition, the Courts inform the Supreme Court as follows:

1. The Courts have convened en banc and have determined:
 - a. That at least one (1) work release prisoner has been hospitalized with symptoms of COVID-19. Test results were negative for the virus.
 - b. In the event a prisoner should, in the future, test positive, suspension of the program and mandatory fourteen (14) day self-quarantine of prisoners and affected staff is necessary.
 - c. Court and clerk staff have expressed concern about non-essential contact with the public. The public should be required to pay court ordered monetary obligations by credit card, certified check, or money order. The Clerk should have discretion whether to accept cash.
 - d. The manner in which probationers, those who are serving their sentence through community corrections, are being supervised needs to be changed. For example, the ability to electronically monitor across state lines; to

release work release inmates to home detention; and, to otherwise provide flexibility in the event swift action is necessary.

e. Should such changes be necessary, Steuben County does not wish to imperil any grant funds from the Department of Corrections, nor to cause employees taking 14-day quarantine to lose compensation.

ACCORDINGLY, the judges of Steuben County respectfully request the following relief:

1. The grant of all emergency measures set forth in items one (1) through fourteen (14) inclusive of the Supreme Court Order of March 16, 2020.
2. The grant of the procedures recommended by Tangi Manahan, Steuben County Clerk of Court, as set forth in the attached Appendix A.
3. The grant of all requests and procedures related to Community Corrections as recommended by Brett Hays, Executive Director of Northeast Indiana Community Corrections, as set forth in the attached Appendix B.
4. To grant authority to Steuben County Probation to conduct remote supervision methods, e.g. phone calls, video.
5. To grant authority to Steuben County judges to order payment of wages for any court, clerk, probation, or community corrections employee who is required to self-quarantine for COVID-19.
6. The local courts have appointed Judge William C. Fee as the presiding judge for this emergency.

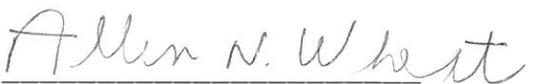
The judges of Steuben County request that the Supreme Court declare that an emergency exists in Steuben County under the authority of Ind. Admin. R. 17, and to make appropriate emergency orders for Steuben County

directing and allowing the courts and clerk of Steuben County to alter, modify, and suspend necessary procedures as provided in the emergency plan submitted herewith.

Done at Angola, Indiana this 16 day of
MARCH, 2020.



William C. Fee, Judge
Steuben Superior Court



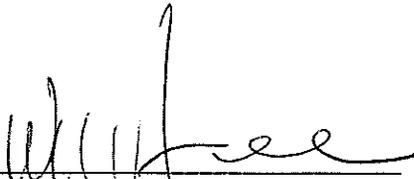
Allen N. Wheat, Judge
Steuben Circuit Court

STEBEN COUNTY COURTS EMERGENCY PLAN

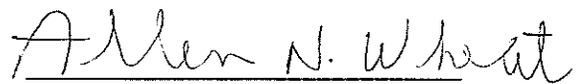
1. Minimize contact between all individuals appearing for any court hearing.
2. Conduct non-evidentiary hearings and pretrial conferences by telephone if possible.
3. Utilize CourtCall for remote appearances when possible.
4. Maximize use of "Person to Person" tele-contact between the courts and individuals incarcerated or placed at any of the following:

Steuben County Jail
Indiana Department of Corrections
Mental health facilities
Juvenile detention facilities or any other facility authorized to house juveniles.

5. Make all reasonable attempts to adhere to all statutory deadlines unless doing so would endanger court personnel, members of the local bar, litigants or general public.
6. To the extent possible, all criminal court plea agreement negotiations should take place and be completed prior to court. Plea agreement negotiations should not take place in open court.
7. The Courts will make all reasonable efforts to reschedule time sensitive hearings as quickly as possible.
8. Criminal and Civil Jury Trials will be continued on a case by case basis depending upon the status of the COVID-19 virus.
9. Continue all non-essential civil matters, at the Court's discretion, until such time as the health risk no longer exists.
10. Setting/Re-setting Juvenile Termination hearings outside the statutory timeframes as deemed necessary by the Court.
11. Setting/Re-setting non-adjudicatory, non-detention Juvenile CHINS and Delinquency Proceedings outside the statutory timeframe as deemed necessary by the Juvenile Court.
12. The Courts will consult regularly with the Steuben County Health Department and the Steuben County Commissioners regarding additional preventative measures.



William C. Fee, Judge
Steuben Superior Court



Allen N. Wheat, Judge
Steuben Circuit Court

March 17, 2020

To: Judge Fee, Steuben Superior Court Judge
From: Tangi Manahan, Steuben County Clerk

Only individuals allowed access to the clerk's office: new protective orders, new marriage license by appointment (must complete application online, www.public.courts.in.gov) and any other emergency issue on a case by case basis or by the authority of the elected official. There is a limit to two members of the public in the Clerk's office at one time.

For ALL Community Corrections, Home Detention Payments or Work Release payments, all cash or money order payments will be dropped off at NICC in their drop box and to be processed by Clerk's office on a daily basis. This allows the defendants to pay any day/time available to them. Receipts will be mailed to defendants. All other payments can be mailed.

Child Support Payments

- Kids line phone 855-972-9427
- Credit card payments www.shildsupportbillpay.com/Indiana
- Check/Money order (including ISETS case number)

Court Costs/Fines/Traffic Tickets Payments Options

- Mailing a Money Order or Cashier's Checks, make payable to Steuben County Clerk. Defendant's name must be legibly printed and include their case number. If you wish to have a receipt mailed back to you, please include a self-addressed stamped envelope for us to mail back the receipt. Mail payments to Steuben County Clerk, 55 S Public Square, Angola, IN 46703.

Voter Registration / Election Info

- Call Clerk's office, 260-668-1000 x 2230 and we will help over the phone or set up an appointment for them to come in

Pro Se Filings

- They can mail in the filings & we will mail them back copies and their receipt
- Access www.indianalegalhelp.org for forms
- Call Clerk's office for costs or questions 260-668-1000 x 2240

Northeast Indiana Community Corrections would like the ability to:

1. Monitor GPS out of county and out of state,
2. Quarantine NICC participants due to potential COVID-19 infection,
3. Shut down work release and commit all work release participants to home detention. In the event the person does not have a home, the work release participant shall be committed to the Steuben County Jail.
4. For NICC part-time workers to work over 28 hours per week.