

Due to the Declaration of Judicial Emergency, the Court has been operating under limited staff and limited case processes. The current order expires on June 7, 2020; all courts have been faced with the challenge of reviewing processes, dockets, and facilities to develop a transitional reopening plan. The concern and worry of returning to normal operations when we are under never before seen circumstances is shared amongst everyone involved from Judges, court personnel, and the public. Please know that the Courts have been working closely with the Health Department, Emergency Operations Management team, and the Sheriff's department in an effort to safely make this transition to our new normal.

We plan to reopen effective June 8, 2020, however, the dockets that most of you are used to seeing in GDC have been reorganized and segmented in order to accommodate for social distancing and an attempt to avoid the courts and halls from being overcrowded. The clerks' offices have continued and mailed notices for all cases that were scheduled during the time period March 16, 2020 through June 5, 2020. In addition, notices have been mailed for segmented time slots which will be 9:00 a.m., 10:00 a.m., 10:30 a.m., 11:00 a.m., and the 11:30 a.m. felony docket. The continuance of thousands of cases is a very time consuming, detailed process; however, we are doing our best at getting cases updated as quickly as possible. You may check updated case status information at www.vacourts.gov. Please see "Attachment A" for a breakdown of the new traffic/criminal case schedule. The Courts are facing a serious challenge to reduce backlog and prepare for an influx of case filings. This is true especially for the civil division; we have also reorganized civil dockets to allow for social distancing and avoid overcrowding. Adjustments have been made such as new docket times and additional courtrooms for post judgment cases, first returns, and unlawful detainers. While we understand that some offices may be holding on to new case filings such as garnishments awaiting the emergency order to expire; we ask that you review the new civil docket schedule prior to choosing your date/time and filing. Please see "Attachment B" for a breakdown of the new civil schedule and "Attachment C" for a complete GDC Calendar. Please be aware and consider the fact that all operations as normal may not resume effective immediately on June 8, 2020. We are in a transitional phase and doing what we can to keep everyone's health and safety in mind.

Pursuant to the order dated May 20, 2020 entered by Chief Judge Hudson in the Prince William County Circuit Court and effective June 1, 2020; all persons entering the Judicial Center must wear a face covering that covers the nose and mouth. This requirement applies to attorneys, deputy sheriffs, court reporters, employees, and members of the public. The face covering must always be worn within the courthouse which includes courtrooms, elevators, public and private corridors, and any other shared spaces. Social distancing will also be in place on all levels of the judicial center; please do your part to abide by all markings in the halls, elevators, and courtrooms for everyone's safety.

Wallace S. Covington, Chief Judge of the General District Court
Rhonda A. Daley, Clerk of General District Court

ATTACHMENT A

Traffic/Criminal Docket Schedule (beginning June 8)

Motions will continue to be heard daily at 8:30 a.m. in Courtroom 1.

Please be advised that traffic matters or other civil infractions will now be heard on staggered dockets scheduled for 9:00 a.m., 10:00 a.m., 10:30 a.m. or 11:00 a.m. each day.

Misdemeanor Criminal cases carrying jail time will now be heard at 11:00 a.m. each day.

Felony Preliminary hearings will continue to be heard at 11:30 a.m. each day.

Manassas Red Light infractions will be heard at 1:00 pm on Thursdays in Courtroom 4.

ASAP Violations will be heard at 1:30 pm on Thursdays in Courtroom 4.

Transurban Infractions (HOV/HOT Lanes) will continue to be heard at 2:10 pm on Thursdays in Courtroom 4.

The Court is eliminating the 1:30 pm Monday docket for Traffic School, LOP and deferred dispositions.

Traffic School cases will now be set on a quarterly status date (no appearance) by which the defendant will need to have complied with the Court's requirements. Extensions will NOT be granted, except in the rarest of circumstances and only by motion.

LOP violations and deferred disposition status cases will now be set on an 11:00 a.m. date on the officer's docket.

ATTACHMENT B

Civil Docket Schedule (beginning June 8)- dockets will be limited by number to maintain social distancing. Larger number dockets are indicated by a *. Long (exceeding 2.5 hrs) civil trials will need to be specially set.

Monday

- 11:00 am- Post Judgment (Ct Rm 1)
- 1:00 pm- Post Judgment (Ct Rm 3)
- 1:00 pm- Pro Se Unlawful Detainers>Returns (Ct Rm 1)
- 1:30 pm- Pro Se Unlawful Detainer Trials (Ct Rm 1)

Tuesday

- 11:00 am - Return Day (Ct Rm 1)
- *1:00 pm- Return Day (Ct Rms 1, 3 & 4)
- 1:30 pm- Civil Trials (Ct Rm1)

Wednesday (1st & 3rd Attorneys only/ 2nd & 4th Small Claims)

- 11:00 am –(Ct Rm 1)
- *1:00 pm- Return Day (Ct Rms 1, 3 & 4)
- 1:30 pm- Civil Trials (Ct Rm 1)

Thursday

- 11:00 am - Return Day (Ct Rm 1)
- *1:00 pm- Return Day (Ct Rms 1, 3 & 5)
- 1:30 pm- Civil Trials (Ct Rm 1)

Friday

- 11:00 am - Attorney Unlawful Detainer Returns (Ct Rm 1)
- *1:00 pm- Attorney Unlawful Detainer Returns (Ct Rms 1, 3 & 4)
- 1:30 pm- Attorney Unlawful Detainer Trials (Ct Rm 1)

ATTACHMENT C

GDC ROTATIONAL
CALENDAR

MON:

TUES:

WED:

THUR:

FRI:

COURTROOM 1

8:30 Motions	8:30 Motions	8:30 Motions	8:30 Motions	8:30 Motions
11:00 Civil Post J (100 max)	11:00 Civil Returns (50 Max)	11:00 Civil Returns (50 max) 1 st & 3 rd	11:00 Civil Returns (50 max)	11:00 Civil UD's attorneys (50 max)
		11:00 <u>Small Claims Returns</u> (2nd & 4th) 20 max		
1:00 Civil Long Trials (1 max)	1:00 Civil Returns-Atty (50 max)	1:00 Civil Returns Attys (50 max) 1:00 <u>Small Claims Returns</u> (20 max)	1:00 Civil Returns Attys (50 max)	1:00 Civil UD's attorneys (50 max)
1:00 Civil UD WOCO's (30 max)		1:30 Civil Trials (1 st & 3 rd) 5-10 max		
1:30 Civil UD WOCO Trials (10 max)	1:30 Civil Trials (5-10 max)	1:30 <u>Small Claims</u> Trials 2 nd & 4 th (5 -10 max)	1:30 Civil Trials (5- 10 max)	1:30 Civil UD trials (10 max)

COURTROOM 2

9:30 Arraignments	9:30 Arraignments	9:30 Arraignments	9:30 Arraignments	9:30 Arraignments
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COURTROOM 3

9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic
10:00 Traffic	10:00 Traffic	10:00 Traffic	10:00 Traffic	10:00 Traffic
10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim
11:00 Misdemean	11:00 Misdemean	11:00 Misdemean	11:00 Misdemean	11:00 Misdemean
11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims
1:00 Civil Post J (100 max)	1:00 Civil Returns- Atty (75 max)	1:00 Civil Returns- Atty (75 max)	1:00 Civil Returns- Atty (75 max)	1:00 Civil UD's Attys (75 max)
1:30 Civil UD trials	1:30 Civil Trial	1:30 Civil Trial	1:30 Civil Trial	1:30 Civil UD trials

COURTROOM 4

9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic
10:00 Traffic	10:00 Traffic	10:00 Traffic	10:00 Traffic	10:00 Traffic
10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim
11:00 Misd	11:00 Misd	11:00 Misd	11:00 Misd	11:00 Misd
11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims
	1:00 Civil Returns- Atty (75 max)	1:00 Civil Returns- Atty (75 max)	1:00 RedLight	1:00 Civil UD's Attys (75 max)

9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic
1:30 Civil UD trials	1:30 Civil Trial	1:30 Civil Trial	1:30 ASAP	1:30 Civil UD trials
			2:10 Transurban	

MON:

TUES:

WED:

THUR:

FRI:

COURTROOM 5

9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic	9:00 Traffic
10:00 Traffic	10:00 Traffic	10:00 Traffic	10:00 Traffic	10:00 Traffic
10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic
11:00 Misd	11:00 Misd	11:00 Misd	11:00 Misd	11:00 Misd
11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims
1:00 Civil Long Trials or UD trial			1:00 Civil Returns-Atty (50 max)	
	1:30 Civil Trial	1:30 Civil Trial	1:30 Civil Trial	1:30 Civil UD trials

COURTROOM 6

9:00 Traffic/Crim	9:00 Traffic/Crim	9:00 Traffic/Crim	9:00 Traffic/Crim	9:00 Traffic/Crim
10:00 Traffic/Crim	10:00 Traffic/Crim	10:00 Traffic/Crim	10:00 Traffic/Crim	10:00 Traffic/Crim
10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim	10:30 Traffic/Crim
11:00 Misd	11:00 Misd	11:00 Misd	11:00 Misd	11:00 Misd
11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims	11:30 Prelims
1:00 Civil Long Trials or UD trial				
	1:30 Civil Trial	1:30 Civil Trial	1:30 Civil Trial	1:30 Civil UD trials