

**IN THE MUNICIPAL COURT OF THE CITY OF CHEHALIS,  
LEWIS COUNTY, STATE OF WASHINGTON**

EMERGENCY COURT ORDER PURSUANT  
TO THE WASHINGTON STATE  
ADMINISTRATIVE OFFICE OF THE  
COURTS INFORMATION TECHNOLOGY  
SERVICE OUTAGE

EMERGENCY  
ADMINISTRATIVE ORDER  
24-01

---

WHEREAS on November 3, 2024, the Washington State Administrative Office of the Courts (AOC) notified courts across the State of Washington that a significant disruption had occurred to information systems that are hosted by the AOC due to “unauthorized activity on the Washington Courts network;”

WHEREAS Washington Courts, including the City of Chehalis Municipal Court, are unable to access any systems or databased hosted by the AOC including but not limited to the Judicial Information System (JIS), Judicial Access Browser System (JABS), Electronic Ticket Processing (ETP)/Sector, and therefore have limited access or no access to Washington State case information, Washington State criminal history, Washington State Department of Licensing (DOL) records and other applications supported by the AOC.

WHEREAS the Revised Code of Washington requires that judicial officers consult certain databases prior to entering certain orders;

WHEREAS the disruption to the AOC systems has had significant impact on court operations and the AOC has not identified a date on which access to all systems will resume;

WHEREAS, because emergency procedures that have been implemented are time consuming and require additional resources, the Court must take steps to limit its operations and modify its processes to ensure that the most time sensitive matters can proceed without delay;

WHEREAS, on November 8, 2024 the Washington State Supreme Court promulgated Emergency Administrative Order No. 25700-B-720 allowing Washing State Courts to expand or extend time rules on criminal cases regarding filing, speedy trial, sentencing and out of custody arraignments, and speedy infraction filings, hearings and dispositions, if the unavailability of the AOC networks and database hinders the local courts ability to meet said deadlines or process filings, and allowing courts to use other databased to get information not available vis JIS or DOL and required by statute;

WHEREAS the following expansion and extensions of rules are necessary because of the unavailability of the AOC networks and databases in order for the Chehalis Municipal Court to meet deadlines, process filings and effectively decide cases;

THEREFORE, to continue the essential work of the Chehalis Municipal Court during the AOC system disruption, Chehalis Municipal Court adopts the following rules and procedures immediately and, on an emergency basis,

#### SUSPENDED COURT RULES

1. All court rules, policies and procedures regarding filing, scheduling, docketing and transmitting information to the AOC are extended by 14-days from the date of this order or until the AOC judicial information systems are restored, whichever is later.
2. All time requirements of CrRLJ 3.3, CrRLJ 4.1; CrRLJ 4.7; IRLJ 2.6 and any other court rule, policy, or procedure governing 'time' is herby extended for 14-days from the date of this order or until the AOC judicial information systems are restored, whichever is later.

#### DISCRETION TO CONTINUE A MOTION HEARING AND AFFECTED PROCESSES


The Court relies on the AOC informational systems when ruling on many matters, even when it is not statutorily required to do so. The Court retains discretion to continue a motion hearing for which the judicial officer lacks vital information based on the AOC outage. This includes but is not limited to:

1. Arraignment hearings
2. Sentencing hearings
3. Sentence Compliance and/or other Review hearings
4. Infraction hearings
5. Deferred Prosecution petitions
6. Deferred Finding Infraction petitions/requests
7. Payments in the form of cash, check or money order will continue to be accepted so long as the individual has the necessary Chehalis Municipal Court case information.

Electronic payments will not be accepted. All payments received will not be processed until the State's system is fully restored.

Therefore, it is hereby ORDERED that this order will take effect on November 12, 2024, and will remain in effect until further order of this court.

Dated this 12<sup>th</sup> day of November 2024



---

JUDGE ALLEN UNZELMAN