

**IN THE MUNICIPAL COURT SERVING THE CITY OF GIG HARBOR**

IN THE MATTER OF

Emergency Response to IT Service Outage  
from the Administrative Office of the Court

ADMINISTRATIVE ORDER  
No. 2024-01

WHEREAS, on November 3, 2024, the Administrative Office of the Court (AOC) notified state courts that it experienced unauthorized activity on the Washington Courts network, necessitating immediate action to secure critical systems, to include ceasing operation of the state's Judicial Information System, Washington Courts website and affiliate websites; and

WHEREAS, the loss of the judicial information systems at AOC affects all aspects of the Gig Harbor Municipal Court's processes, including, but not limited to, filing cases, scheduling hearings, applying payments, and reviewing databases for necessary information to decide matters; and

WHEREAS, the absence of the computer systems and has created an emergency requiring this Court to adopt, modify, and suspend court rules and orders; and to take further action concerning court operations as warranted to address the current state of emergency; and

WHEREAS, on November 8, 2024 the Washington State Supreme Court promulgated Emergency Administrative Order No. 25700-B-720 allowing Washington Courts to expand or extend time rules on cases, if the unavailability of the AOC networks and databases hinders the local court's ability to meet said deadlines or process filings or effectively decide cases;

NOW, THEREFORE, IT IS HEREBY ORDERED:

1. All court rules, policies, procedures, and statutes regarding filing, scheduling, docketing, and transmitting information are suspended until the AOC judicial information systems are restored.
2. All court rules, policies, procedures, and statutes regarding the posting of payments are suspended until the AOC judicial information systems are restored.

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3. All time requirements of CrRLJ 3.3, CrRLJ 4.1, CrRLJ 4.7, IRLJ 2.1, IRLJ 2.6 (both infraction and vehicle related violation) and any other court rule, policy, procedure, or statute regarding 'time' is extended until AOC judicial information systems are restored, and the time between November 4 and the first hearing following restoration of AOC judicial information systems will be deemed an excluded period for purposes of calculating 'time' under those court rules, absent further Order of this Court.
4. The Court relies on AOC judicial informational systems when deciding and ruling on many matters and is often statutorily required to do so. The Court retains discretion to continue any hearing for which the judicial officer finds they lack vital information as a result of the absence of information from AOC judicial information systems.
5. This order applies retroactively to the date AOC judicial information system operations were first interrupted as a result of the unauthorized activity and is in effect until further Order of this Court.

DATED this 13<sup>th</sup> day of November, 2024.



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Sandra L. Allen, Presiding Judge