

IN THE SUPERIOR COURT
FOR THE COUNTY OF SKAGIT

IN THE MATTER OF) ADMINISTRATIVE ORDER
WASHINGTON COURTS OUTAGE) NO. 24-1
)
)

WHEREAS, the Clerk’s files and dockets are maintained through Odyssey, which is managed by the Administrative Office of Courts (AOC), and that database has been out of service since November 2, 2024;

WHEREAS, the Court relies completely on its files and dockets through the Odyssey system and has learned from AOC that there is no estimated timeframe for restoration of service;

WHEREAS, the Superior Court Judges’ Association and other court partners have attempted to gain temporary access to court files and dockets but have been advised that such access is not available during the current outage;

WHEREAS, the systems affected also include the Judicial Access Browser System (JABS), which is also unavailable for an undetermined period of time and upon which the court is required to consult prior to issuing final parenting plans, protection orders, and guardianship orders;

WHEREAS, once these systems are restored, the Clerk will require significant amounts of staffing time to process and input all of the documents that continue to be submitted during this outage, resulting in the system and dockets not being current for several days, at least, once it returns online;

WHEREAS, the Court strives to continue functioning despite its inability to access files and dockets, which will only be possible with temporary changes in procedures until the current issues, which are outside the control of this Court or the Skagit County Clerk, are resolved;

NOW, THEREFORE, PURSUANT TO THE COURT’S AUTHORITY TO ADMINISTER JUSTICE IT IS HEREBY ORDERED THAT:

1. **JUDGE'S COPIES.** Skagit County Superior Court is requiring printed judge's copies for all motions as follows:

Judge's copies of all motions, associated documents, related proofs of service, and other previously filed documents in the court file that are relevant to the motion (such as a previously filed petition, complaint, or information, prior order, or declaration) be provided as hard copies to Superior Court Administration **within five to three court days** of the noted hearing. Judge's copies of replies shall be provided when they are filed.

Superior Court Administration is located on the 2nd floor of the courthouse with a mailing and physical address of:

205 W. Kincaid St.
Room 202
Mount Vernon, WA 98273

The top page of all judge's copies shall have the date, time, and name of the calendar written on the upper right hand corner.

Example:
November 15, 2024 9:30 am
Civil Calendar

When a judge's copy has not been provided in advance, the moving party's motion may be stricken or continued to a later date. If not provided by the non-moving party, the court may disregard that party's pleadings or continue the case to a later date.

2. **NOTICE OF REQUIRED JUDGE'S COPIES**

A party filing a motion shall provide notice to non-moving party(ies) of the requirement for judge's copies to be filed. Failure to provide that notice may result in the motion being denied without prejudice or stricken.

The notice shall be provided in the note for calendar and state the following:

Due to a significant computer and data outage with Washington Courts, the Court is requiring that judge's copies be provided of all documents filed in response to this motion.

If you wish for the judge hearing your case to see the documents you file in response to this motion, you are required to provide physical copies of those documents to Skagit County Superior Court at:

Skagit County Superior Court
205 W. Kincaid St. Room 202
Mount Vernon, WA 98273

The top page of these judge's copies shall note the date and time of the hearing as well as the case type, if known.

Example:
November 15, 2024 9:30 am
Civil Calendar

Failure to provide judge's copies of your documents in response to the motion may result in them not being considered at the hearing.

3. FINALIZING PARENTING PLANS, CPOS, GUARDIANSHIPS

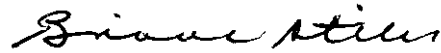
Due to requirements that the Court review JABS for criminal histories and other pending cases involving parties before finalizing parenting plans, no final parenting plans or dissolutions with children may be entered unless those records were run and printed prior to the outage and can be provided to the court.

The Court finds good cause to issue temporary Civil Protection Orders and Guardianships without consulting with JABS during the current emergency due to the system outage and the emergent needs related to the health, safety, and well-being of affected persons that are involved with these orders. The Court will not finalize Civil Protection Orders or Guardianships during the JABS outage unless it has knowledge that those systems were consulted after October 1, 2024 and before entering temporary orders.

4. **DEFAULT ORDERS.** Because the Court does not have access to full, updated court files to see responses and notices of appearances, default orders shall not be entered until the system is restored to service.

5. **RESERVATION.** The Court reserves the right to strike or not hear cases that fail to comply with this order.
6. **NOTICE.** The court shall continue to provide updates to the Skagit County Bar and on its website as this situation evolves.
7. **EFFECTIVE DATE.** This order takes effect November 7, 2024 and shall remain in effect until modified or terminated by court order.

DATE: November 7, 2024.



Brian L. Stiles
Presiding Judge
Skagit County Superior Court