

29<sup>th</sup> JUDICIAL DISTRICT COURT FOR THE PARISH OF ST. CHARLES

STATE OF LOUISIANA

IN RE: COURTROOM RESTRICTIONS DUE TO COVID-19

\_\_\_\_\_  
date filed

\_\_\_\_\_  
Deputy Clerk

**ADMINISTRATIVE ORDER**

Considering advisories issued by the Center for Disease Control and the Louisiana Department of Health concerning the COVID-19 (Coronavirus) outbreak, and the public health emergency declaration by Governor John Bel Edwards,

**IT IS ORDERED**, effective immediately, the following persons are not permitted to enter a courtroom for any division of the 29<sup>th</sup> Judicial District Court:

1. Persons who have been diagnosed with or have had contact with anyone who has been diagnosed with COVID-19.
2. Persons who have been advised to self-quarantine by any doctor, hospital, or health agency.
3. Persons exhibiting respiratory symptoms such as fever, cough, shortness of breath, sore throat, runny or stuffy nose, body aches, headache, chills or fatigue.
4. Persons who have been in any of the following countries in the last 14 days:  
CHINA, SOUTH KOREA, JAPAN, ITALY, IRAN
5. Persons who reside with or have had close contact with someone who has been in one of the countries listed above in the last 14 days.

Anyone attempting to enter in violation of these protocols will be denied entry by Courthouse Security.

**IT IS FURTHER ORDERED** that anyone required to appear before any judge of the 29<sup>th</sup> Judicial District Court who is unable to appear because of the restrictions listed above, shall:

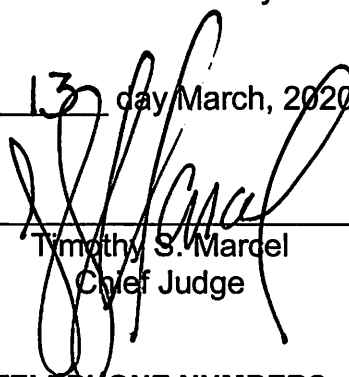
1. If **represented by an attorney**, please contact your attorney.
2. If you are the **parent of a juvenile** represented by an attorney and are scheduled to appear before a judge, please contact your attorney.
3. If you are a **pro se litigant (self-represented) in a civil case or criminal defendant** or a **parent of a juvenile** scheduled to appear before a judge, please contact that judge's chambers directly.

FILE FOR RECORD  
CLERK OF COURT  
ST. CHARLES PARISH, LA.  
2020 MAR 13 PM 2:10  
DEPUTY  
M. C. Kaulby

4. If you are a **juror**, please contact 29<sup>th</sup> Judicial District Court receptionist.
5. If you are a **drug court participant**, please contact the drug court coordinator.
6. If you are a **family intervention court participant**, please contact the juvenile administrator.

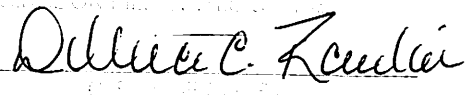
These restrictions shall remain in effect temporarily until it is determined to be safe to remove them. People who think they may have been exposed to COVID-19 should contact their healthcare provider immediately.

DONE AND SIGNED this 13 day March, 2020 at Hahnville, Louisiana.

  
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 Timothy S. Marcel  
 Chief Judge

**TELEPHONE NUMBERS**

Judge Connie M. Aucoin, Division "C"	(985) 783-2923
Judge M. Lauren Lemmon, Division "D"	(985) 783-2923
Judge Timothy S. Marcel, Division "E"	(985) 783-2923
Stephanie Hebert, 29 <sup>th</sup> JDC Receptionist	(985) 783-2923
Jackie Cristina, Drug Court Coordinator	(985) 783-3216
Courtney Troxclair, Juvenile Administrator	(985) 783-2923

  
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 Danielle C. Kauder  
 Clerk of Court