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**IN THE
HO-CHUNK NATION JUDICIARY**

ADMINISTRATIVE ORDER

Order No.: **Admin. 20-09**

**In re: Building Closure-
Continued Operations of the Judiciary**

WHEREAS, “[t]he Judiciary shall have exclusive authority and responsibility to employ personnel and to establish written rules and procedures governing the . . . operation of the courts” pursuant to JUDICIARY ACT, para. 1.5c; and,

WHEREAS, on March 12, 2020 the Ho-Chunk Nation Legislature declared a state of emergency, HCN Leg. Res. 03-12-20A at 3-4. Additionally, the Ho-Chunk Nation President declared a state of emergency, HCN Admin. Order Mar. 13, 2020-1.

WHEREAS, the Ho-Chunk Nation Supreme Court has issued *In Re* Emergency Adoption of Temporary Amendment, HCN Admin. 20-07; and

WHEREAS, the Ho-Chunk Nation Supreme Court and the Ho-Chunk Nation Trial Court are monitoring the ongoing situation with the COVID-19 Pandemic;

**THE HO-CHUNK NATION JUDICIARY ENTERS THE FOLLOWING
EMERGENCY, TEMPORARY MEASURES THAT SHALL REMAIN IN EFFECT
UNTIL FURTHER NOTICE FROM THE COURT.**

Wa Ehi Hoci, the Judiciary’s offices are closed effective 4:30 p.m., March 20, 2020. The Tribal Judiciary of the Ho-Chunk Nation remains operational to provide access to justice.

To protect the health and welfare of the persons who are employed by the court and those participating in matters before the Courts, *all* proceedings will be conducted by telephone conference, and the Courts’ employees, and clerks shall work remotely until further notice.¹

¹ Until further notice Court Administrator/Clerk, Mary Thunder may be reached at (715) 299-2105 from 8:00 a.m. to

1 Prioritization of Cases

2 The Court will review each newly filed case for the following priorities in preparing the
3 dockets: Emergency Removals of children, HCN Children Protective Orders: Elder Abuse
4 actions, and domestic violence. The Court may also take up new Child Support cases seeking
5 establishment of support. Additionally, all criminal matters shall be addressed, proceedings may
6 be continued for good cause on an emergency basis. In the event of a technology issue, the Court
7 may re-schedule matters.
8

9 Furthermore, while this Order and HCN Administrative Order 20-07 remain in effect, if
10 the signature of a court official is required on a document, an electronic signature may be used.
11 The electronic signature shall be treated as the court official's personal original signature for
12 purposes of statutory requirement and court rules. The Judiciary official is responsible for any
13 use of his or her electronic signature by an authorized delegate.
14

15 If any party seeks an in-court proceeding during the time this Order remains in effect,
16 they shall do so by motion showing good cause; no request will be granted unless the Court is
17 satisfied that protective protocols will be in place and will be adhered to by all participants.
18

19 **IT IS SO ORDERED** this 20th day of March 2020, by the Ho-Chunk Nation Supreme
20 and Trial Courts located in Black River Falls, WI within the sovereign lands of the Ho-Chunk
21 Nation.
22

23 
24 Jo Deen B. Lowe
25 Chief Trial Court Judge
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4:30 p.m., during the regular business hours of the Court, Monday through Friday.

