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KITSAP COUNTY SUPERIOR COURT
STATE OF WASHINGTON

IN RE THE MATTER OF THE WASHINGTON STATE
COURT SYSTEM STATEWIDE NETWORK OUTAGE

No. 2024-02
EMERGENCY ADMINISTRATIVE
ORDER RE: DOMESTIC
RELATIONS CASES AND
GUARDIANSHIPS/
CONSERVATORSHIP WHEN
JUDICIAL INFORMATION SYSTEM
REVIEW IS REQUIRED

THIS ADMINISTRATIVE ORDER is issued in response to the current statewide computer system outage, which impacts the operations of the Kitsap County Superior Court.

On November 8, 2024, the Washington State Supreme Court issued an Emergency Order authorizing presiding judges to adopt, modify, and suspend court rules in order to address the statewide emergency conditions.

The Kitsap County Superior Court issues this order to allow certain domestic and guardianship/conservatorship matters to proceed when the judicial officer is required by statute to review the Judicial Information System, which is unavailable due to the outage.

NOW, THEREFORE, it is hereby ORDERED that effective immediately and until further Order of the Court -

1 1. In lieu of a JIS report, any Party seeking to finalize a Parenting Plan or
2 Guardianship/Conservatorship matter may proceed as follows:

3 a. For Parenting Plans and contested Guardianships/Conservatorship, all
4 parties, including Guardians ad Litem and/or Court Visitors, must agree
5 in writing under penalty of perjury via a declaration or with oral sworn
6 testimony to proceed without a JIS report.
7

8 b. A Washington Access to Criminal History (WATCH)¹ report shall be
9 submitted under seal for any adults living in the home of the child and/or
10 the person subject to the guardianship/conservatorship.
11

12 c. A sworn statement either in writing via a declaration or via oral testimony
13 indicating that:
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15 i. There are no other legal proceedings governing the custody and
16 care of the child, in the case of a parenting plan, or persons subject
17 to the guardianship/conservatorship.
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19 ii. If there is an open dependency action, a statement that there is an
20 Order Granting Concurrent Jurisdiction, along with a copy of said
21 order.
22

23 iii. That the parties are unaware of any pending criminal matters
24 involving: felony assaults, substance use, sexual offenses, or any
25 other matter involving the health or safety of the child or person
26 subject to the guardianship/conservatorship. This statement
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29 _____
30 ¹ wsp.wa.gov/WATCH/Home/Notice?ReturnPage=%2FHome%2FIndex

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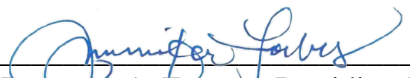
should include the parties and any other adults residing in the home.

iv. The parties may request to proceed to finalization when the parties acknowledge the existence of any of these pending offenses or prior criminal history so long as they attest that the parenting plan or guardianship/conservatorship documents address these concerns and are in the best interest of the child or persons subject to the guardianship/conservatorship.

2. **Conflicts in rules.** In case of a conflict in rules, this Order supersedes any previously published rule.

3. **Expiration.** This order will expire automatically two days after the judicial information system, networks, and/or databases, hosted by the Administrative Office of the Courts are restored and operational as announced by the Administrative Office of the Courts unless extended by further order of the Supreme Court. This order and other applicable emergency orders may be deemed part of the record in affected cases for purposes of appeal without the need to file the orders in each case.

DATED – NOVEMBER 12, 2024



JENNIFER A. FORBES, Presiding Judge
Kitsap County Superior Court