20-247

FILED
APR 23 2020
NEBRASKA SUPREME COURT
COURT APPEALS

IN THE SUPREME COURT OF THE STATE OF NEBRASKA

IN RE ARTICLE I, CHAPTER 11, NEW RULE FOR EMERGENCY DOCUMENT DELIVERY FOR FILING IN THE NEBRASKA COURTS.	))))	ADMINISTRATIVE ORDER OF THE CHIEF JUSTICE OF THE NEBRASKA SUPREME COURT

The Nebraska Supreme Court continues to carefully monitor the evolving circumstances presented by the spread of the novel coronavirus and the COVID-19 disease. Pursuant to the authority vested in the Chief Justice of the Nebraska Supreme Court under Neb. Const. art. V, § 1 and Neb. Ct. R. § 1-1101, the following administrative order is entered for the following reasons:

WHEREAS the Nebraska Supreme Court is vested with the authority to promulgate rules governing filing of pleadings and other documents in the various courts of the State;

WHEREAS at this time approximately 74 courthouses have limited or restricted public access to the county, district, and/or separate juvenile courts of the State due to COVID-19 disease concerns, State Directed Health Measures, or other actions of local health departments;

WHEREAS the courts of the State of Nebraska are open, but the public may not be able to effectively conduct business in person at a courthouse;

WHEREAS electronic means are available for attorneys to make filings with Nebraska courts, but the technology is not yet available for self-represented litigants; and

WHEREAS an alternate electronic document delivery system during the time of COVID-19 would allow greater access to the courts by self-represented litigants,

IT IS HEREBY ORDERED, pursuant to the authority under Neb. Const. art. V, § 1 and Neb. Ct. R. § 1-1101, *Emergency document*

delivery for filing in Nebraska courts, the Nebraska Supreme Court authorizes self-represented litigants to utilize email as a method of delivering documents for filing with the courts of the State. The procedures for email document delivery are outlined in a document designated "Attachment A" and attached hereto; the specific email addresses for the courts of this state to be used to email such filings are set forth in a document designated "Attachment B" and attached hereto. The State Court Administrator shall post both documents on the Supreme Court's website and shall send the same to all Nebraska courts along with a copy of this administrative order.

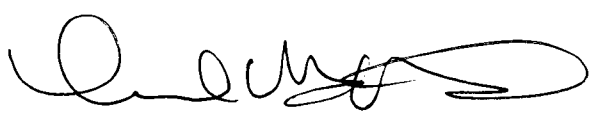
As provided in Neb. Ct. R. § 1-1101(B), Nebraska attorneys are prohibited from using email as a document delivery method and shall use the E-Filing system as provided in Neb. Ct. R. § 6-401 et seq. and Neb. Ct. R. App. P. § 2-200 et seq. to accomplish filings that cannot be delivered in person, by U.S. Mail, or by facsimile.

IT IS FURTHER ORDERED that this Order does not prohibit document delivery for filing by any other method, including in-person where allowed, by U.S. Mail, or by facsimile pursuant to Neb. Ct. R. § 6-601.

This Order shall remain in effect until further order of the Court, after which time the clerks of the courts of this State shall no longer accept for filing documents delivered by email.

Dated this 23rd day of April, 2020.

BY THE COURT



Michael G. Heavican, Chief Justice

ATTACHMENT A

Delivering documents by email for filing in Nebraska courts

Instructions:

Due to COVID-19, and pursuant to the Order of the Nebraska Supreme Court, all Nebraska courts will be accepting documents to be filed in the courts by email from self-represented litigants. Nebraska attorneys are prohibited from using email as a document delivery method. See Neb. Ct. R. § 1-1101(B).

Please follow the instructions below when emailing documents to be filed. Your email must include the following:

1. A subject line that states: "Filing in case # _____" (include case number of your existing case, if there is an existing case).

   If you do not know your case number, contact your court, or email a county court information specialist to assist you: nsc.courtinformation@nebraska.gov or (844) 704-0328 (toll-free).

2. If the filing is for a new case, a subject line that states: "Filing for new case."

3. In the email body, you must provide your contact information, including the best way to contact you if there is a problem (cell phone number, email address, etc.).

4. If you are using a PDF form from the Judicial Branch website, please follow all instructions on that form. If the form does not require your signature to be witnessed by the clerk of the court or a notary public, then you may type your name on the signature line.

5. Attach the documents you want to file to the email. The documents must be in PDF format. Make sure your documents are filled out completely, filled out in English, and the PDF is clearly readable and includes all pages of your filing.

Please do not follow up with repetitive email inquiries asking if the clerk received your email. Those may go unanswered. You will receive notice from the clerk once your email has been processed.

If your filing requires a statutory docket or filing fee, you must send that fee separately to the clerk. *Note: there is no fee for requests for a protection order.*

Attachment B

County Court Clerk Magistrates		
County	**Name**	**E-Mail**
Adams	Tom Hawes	tom.hawes@nebraska.gov
Antelope	Linda Mitchell	linda.mitchell@nebraska.gov
Arthur	Lori Hill	lori.hill@nebraska.gov
Banner	Dianne Lana	dianne.lana@nebraska.gov
Blaine	Cristin Fay	cristin.fay@nebraska.gov
Boone	Lisa Langan	lisa.langan@nebraska.gov
Box Butte	Joni Roberts	joni.roberts@nebraska.gov
Boyd	Cathy Reiman	cathy.reiman@nebraska.gov
Brown	Roxanne Philben	roxanne.philben@nebraska.gov
Buffalo	Sharmin Gonzales	sharmin.gonzales@nebraska.gov
Burt	Vicki Kuhlmann	vicki.kuhlmann@nebraska.gov
Butler	Sheila Beins, Acting CM	sheila.beins@nebraska.gov
Cass	Kimberly Durow	kimberly.durow@nebraska.gov
Cedar	Diane Sudbeck	diane.sudbeck@nebraska.gov
Chase	Karen Mueller	karen.mueller@nebraska.gov
Cherry	Kay Morrison	kay.morrison@nebraska.gov
Cheyenne	Lori Bartling	lori.bartling@nebraska.gov
Clay	Julie Bergen	julie.bergen@nebraska.gov
Colfax	Ellen Faltys	ellen.faltys@nebraska.gov
Cuming	Sandra Meyer	sandy.meyer@nebraska.gov
Custer	Debra Hansen	deb.hansen@nebraska.gov
Dakota	Kerri Wiese	kerri.wiese@nebraska.gov
Dawes	Lori Miskimins	lori.miskimins@nebraska.gov
Dawson	Myndee Hagan	myndee.hagan@nebraska.gov
Deuel	Joan Hansen	joan.hansen@nebraska.gov
Dixon	Susan Smith	susan.smith@nebraska.gov
Dodge	Lisa Stover	lisa.stover@nebraska.gov
Douglas	Ron Murtaugh	ron.murtaugh@nebraska.gov
Dundy	Deborah League	deb.league@nebraska.gov
Fillmore	Cindy Carrigan	cindy.carrigan@nebraska.gov
Franklin	Darcie Porter	darcie.porter@nebraska.gov
Frontier	Ron Werkmeister	ron.werkmeister@nebraska.gov
Furnas	Raquel Dringman	raquel.dringman@nebraska.gov
Gage	Vicki Brolhorst	vicki.brolhorst@nebraska.gov

County Court Clerk Magistrates		
County	**Name**	**E-Mail**
Garden	Jonna Jasnoch	jonna.jasnoch@nebraska.gov
Garfield	Bert Meschke	bert.meschke@nebraska.gov
Gosper	Myndee Hagan	myndee.hagan@nebraska.gov
Grant	Catherine Allen	catherine.allen@nebraska.gov
Greeley	Bert Meschke	bert.meschke@nebraska.gov
Hall	Sara Fowler	sara.fowler@nebraska.gov
Hamilton	Angie Lewandowski	angie.lewandowski@nebraska.gov
Harlan	Darcie Porter	darcie.porter@nebraska.gov
Hayes	Gretchen Wiebe	gretchen.wiebe@nebraska.gov
Hitchcock	Linda Smith	linda.k.smith@nebraska.gov
Holt	Laura Reynoldson	laura.reynoldson@nebraska.gov
Hooker	Brenda Cochran	brenda.cochran@nebraska.gov
Howard	Lisa Johnson	lisa.johnson@nebraska.gov
Jefferson	Tammie Duensing	tammie.duensing@nebraska.gov
Johnson	Larita Weber	larita.weber@nebraska.gov
Kearney	Laura Tobiassen	laura.tobiassen@nebraska.gov
Keith	Lori Hill	lori.hill@nebraska.gov
Keya Paha	Roxanne Philben	roxanne.philben@nebraska.gov
Kimball	Michele Woods	michele.woods@nebraska.gov
Knox	Betty Boggs	betty.boggs@nebraska.gov
Lancaster	Becky Bruckner	becky.bruckner@nebraska.gov
Lincoln	Kerri Sides	kerri.sides@nebraska.gov
Logan	Brenda Cochran	brenda.cochran@nebraska.gov
Loup	Debra Hansen	deb.hansen@nebraska.gov
Madison	Lori Bohn	lori.bohn@nebraska.gov
McPherson	Brenda Cochran	brenda.cochran@nebraska.gov
Merrick	Beth Pullen	beth.pullen@nebraska.gov
Morrill	Linda Hayden	linda.hayden@nebraska.gov
Nance	Shirley Stuart-Monroe	shirley.stuart-monroe@nebraska.gov
Nemaha	Nancy Hall	nancy.hall@nebraska.gov
Nuckolls	Diane Wehrman	diane.wehrman@nebraska.gov
Otoe	Cindy Cich	cindy.cich@nebraska.gov
Pawnee	Larita Weber	larita.weber@nebraska.gov
Perkins	Kathy Woodmancy	kathy.woodmancy@nebraska.gov
Phelps	Darrie Streeter	darrie.streeter@nebraska.gov
Pierce	Deb Theisen	debra.theisen@nebraska.gov
Platte	Darla Schiefelbein	darla.schiefelbein@nebraska.gov

County Court Clerk Magistrates		
County	Name	E-Mail
Polk	Jodie Roberts	jodie.roberts@nebraska.gov
Red Willow	Gretchen Wiebe	gretchen.wiebe@nebraska.gov
Richardson	Nancy DeKlotz	nancy.deklotz@nebraska.gov
Rock	Cathy Reiman	cathy.reiman@nebraska.gov
Saline	Josh McDougall	joshua.mcdougall@nebraska.gov
Sarpy	Barbara Pousson	barb.pousson@nebraska.gov
Saunders	Diane Wagner	diane.wagner@nebraska.gov
Scotts Bluff	Dianne Lana	dianne.lana@nebraska.gov
Seward	Sheila Beins	sheila.beins@nebraska.gov
Sheridan	Catherine Allen	catherine.allen@nebraska.gov
Sherman	Janelle Mostek	janelle.mostek@nebraska.gov
Sioux	Lori Miskimins	lori.miskimins@nebraska.gov
Stanton	Phyllis Cleveland	phyllis.cleveland@nebraska.gov
Thayer	Vicki Jarchow	vicki.jarchow@nebraska.gov
Thomas	Brenda Cochran	brenda.cochran@nebraska.gov
Thurston	Marcie Goeden	marcie.goeden@nebraska.gov
Valley	Bert Meschke	bert.meschke@nebraska.gov
Washington	Vicki Kuhlmann	vicki.kuhlmann@nebraska.gov
Wayne	Kimberly Hansen	kimberly.hansen@nebraska.gov
Webster	Jolene Duffy	jolene.duffy@nebraska.gov
Wheeler	Bert Meschke	bert.meschke@nebraska.gov
York	Kathryn Barnes	kathy.barnes@nebraska.gov

District Court Clerks		
County	Full Name	E-Mail
Adams	Amanda Bauer	abauer@adamscounty.org
Antelope	Judy Cole	judy.cole@nebraska.gov
Arthur	Becky Swanson	becky.swanson@nebraska.gov
Banner	Lisa Cross	lisa.d.cross@nebraska.gov
Blaine	April Wescott	clerk@blaine.nacone.org
Boone	Kathy Thornberg	distcourt@boone-county.org
Box Butte	Kevin Horn	kevin.horn@nebraska.gov
Boyd	Tracy Reiser	clerk@boyd.nacone.org
Brown	Travis "Travee" Hobbs	travis.hobbs@nebraska.gov
Buffalo	Sharon Mauler	smauler@buffalocounty.ne.gov
Burt	Michele Quick	michele.quick@nebraska.gov

District Court Clerks		
County	Full Name	E-Mail
Butler	Sandy Hoeft	sandy.hoeft@nebraska.gov
Cass	Barbara Prokupek	barbp@cassne.org
Cedar	Janet Wiechelman	janet.wiechelman@nebraska.gov
Chase	Debra Clark	clerk@chase.necone.org
Cherry	Lorana Eggert	lorana.eggert@nebraska.gov
Cheyenne	Debra Hume	debra.hume@nebraska.gov
Clay	Joni Skalka	joni.skalka@nebraska.gov
Colfax	Mary Bailey	mary.bailey@nebraska.gov
Cuming	Laura Wagner	laura.wagner@nebraska.gov
Custer	Amy Oxford	amy.oxford@nebraska.gov
Dakota	Phyllis Obermeyer	phyllis.obermeyer@nebraska.gov
Dawes	Celeste Cattin	celeste.cattin@nebraska.gov
Dawson	Becky Boryca	becky.boryca@nebraska.gov
Deuel	Joan Hansen, Ex-Officio	joan.hansen@nebraska.gov
Dixon	Jackie King-Coughlin	jackie.kingcoughlin@nebraska.gov
Dodge	Linda Nelson	linda.strand.nelson@nebraska.gov
Douglas	John Friend	john.friend@douglascounty-ne.gov
Dundy	Tony Lutz	clerk@dundy.nacone.org
Fillmore	Peggy Birky	peggy.birky@nebraska.gov
Franklin	Marcia Volk Schenker	clerk@franklin.nacone.org
Frontier	Darla Walther	clerkfc@curtis-ne.com
Furnas	Victoria Barnett	victoria.barnett@nebraska.gov
Gage	Diane Wells	diane.wells@nebraska.gov
Garden	Jonna Jasnoch, Ex-Officio	jonna.jasnoch@nebraska.gov
Garfield	Keri Koenigsberg	keri.koenigsberg@nebraska.gov
Gosper	Cynthia Evans	Goclerk73@atcjet.net
Grant	Christee Haney	christee.haney@nebraska.gov
Greeley	Mindy Grossart	mindy.grossart@nebraska.gov
Hall	Valorie Bendixen	halldcadmin@hallcountyne.gov
Hamilton	Wendy Dethlefs	wendy.dethlefs@nebraska.gov
Harlan	Janet Dietz	janet.dietz@nebraska.gov
Hayes	Susan Messersmith	clerk@hayes.nacone.org
Hitchcock	Margaret Pollmann	clerk@hitchcock.nacone.org
Holt	Junior Young	junior.young@nebraska.gov
Hooker	David Sullivan	dave.sullivan@nebraska.gov
Howard	Bev Sack	bev.sack@nebraska.gov
Jefferson	Shawna Taylor	shawna.taylor@nebraska.gov

District Court Clerks		
County	Full Name	E-Mail
Johnson	Kathleen Nieveen	clerk@johnson.nacone.org
Kearney	Jill Fritson	jill.fritson@nebraska.gov
Keith	Tina Devoe	tdevoe@keithcountyne.gov
Keya Paha	Suzy Wentworth	clerk@keyapaha.nacone.org
Kimball	Deb Diemoz	deb.diemoz@nebraska.gov
Knox	Matt Fischer	matthew.fischer@nebraska.gov
Lancaster	Troy Hawk	clerkdistct@lancaster.ne.gov
Lincoln	Debra McCarthy	debra.mccarthy@nebraska.gov
Logan	Debbie Myers	clerk@logan.nacone.org
Loup	Debbie Postany	clerk@loup.nacone.org
Madison	Monica Rotherham	monica.rotherham@nebraska.gov
McPherson	Kathy Hoberg	clerk@mcpherson.nacone.org
Merrick	Theresa Good	theresa.good@nebraska.gov
Morrill	Julie Schildt	julie.schildt@nebraska.gov
Nance	Danette Zarek	danette.zarek@nebraska.gov
Nemaha	Amy Hector	amy.hector@nebraska.gov
Nuckolls	Royce Gonzales	royce.gonzales@nebraska.gov
Otoe	Janis Riege	janis.riege@nebraska.gov
Pawnee	Candice Nicholas	clerk@pawnee.nacone.org
Perkins	Rita Long	clerk@perkins.nacone.org
Phelps	Jennifer Nelson	jennifer.nelson@nebraska.gov
Pierce	Vickie Prince	vickie.prince@nebraska.gov
Platte	Marlene Vetick	marlene.vetick@nebraska.gov
Polk	Jodie Roberts, Ex-Officio	jodie.roberts@nebraska.gov
Red Willow	Lori O'Dea	lori.odea@nebraska.gov
Richardson	Pamela Scott	pam.scott@nebraska.gov
Rock	Daunitta Buoy, Ex-Officio	clerk@rock.nacone.org
Saline	Amber Mulberry	amber.mulberry@nebraska.gov
Sarpy	Dori Heath	dheath@sarpy.com
Saunders	Patty McEvoy	patty.mcevoy@nebraska.gov
Scotts Bluff	Darla Simpson	darla.simpson@nebraska.gov
Seward	Tera Koetter	tera.koetter@nebraska.gov
Sheridan	Carol Stouffer	carol.stouffer@nebraska.gov
Sherman	Marcy Sekutera	clerk@sherman.nacone.org
Sioux	Michelle Zimmerman	mzimmerman@sioux.nacone.org
Stanton	Wanda Heermann	wanda.heermann@nebraska.gov
Thayer	Stacey McLaughlin	stacey.mclaughlin@nebraska.gov

District Court Clerks		
County	**Full Name**	**E-Mail**
Thomas	Lorissa Hartman	clerk@thomas.nacone.org
Thurston	Gina Roth	gina.roth@nebraska.gov
Valley	Paula Musil	clerk@valley.nacone.org
Washington	Susan Paulsen	susan.paulsen@nebraska.gov
Wayne	Debra Alleman	deb.alleman@nebraska.gov
Webster	Liz Petsch	clerk@webster.nacone.org
Wheeler	Cara Snider	clerk@wheeler.nacone.org
York	Sharilyn Steube	sharilyn.steube@nebraska.gov

Workers' Compensation Court	Liz Gianunzio	filings@wcc.ne.gov

Supreme Court and Court of Appeals	Wendy Wussow	NSC.clerksoffice@nebraska.gov