

IN RE: : IN THE COURT OF COMMON PLEAS OF  
LIMITED PUBLIC : CUMBERLAND COUNTY, PENNSYLVANIA  
ACCESS TO COURTS :  
THROUGH :  
JANUARY 19, 2021 : CP-21-MD – 202 – 2020  
:  
:

**ADMINISTRATIVE ORDER**

AND NOW, this 11<sup>TH</sup> day of DECEMBER, 2020, in view of the uncontrolled spread of COVID-19, and in accordance with our prior Declaration of Judicial Emergency, it is HEREBY ordered as follows:

1. Beginning **December 11, 2020, at 4:30 p.m.** Public Access to the Courts of Common Pleas of the 9<sup>TH</sup> Judicial District, Cumberland County, and all Magisterial District Judge Offices will be limited in accordance with the terms of this order.
2. This **ORDER** shall remain in place until **TUESDAY, JANUARY 19, 2021, at 8:00 a.m.** However, re-evaluation shall be conducted prior to that time as events dictate.
3. The following Court proceedings are deemed to be emergency in nature and will be handled either by telephone, video-conferencing **or in person if there is no other alternative.**
  - Preliminary Emergency Injunctions or Temporary Restraining Orders
  - Mental Health 302 Commitments
  - Bail Review and Habeas Corpus Hearings
  - Bail Payment and Administration
  - Bench Warrants and Detainer Hearings (Rule 150)
  - Emergency Protection From Abuse Proceedings and Required Ex Parte PFA Proceedings
  - Domestic Relations Office Bench Warrant Hearings
  - Emergency Custody Petitions
  - Juvenile Delinquency and Dependency Hearings
  - Emergency Guardianships
  - Search Warrants
  - Judicial Bypass Petitions Filed in Orphans' Court

4. All Judges, Magisterial District Judges, and Hearing Officers shall conduct all proceedings utilizing telephonic, video/audio devices, or other advanced communication technology. Except for the Emergency Proceedings set forth in 3 above, if such proceedings cannot be conducted electronically they shall be continued.
5. Magisterial District Courts and all Court offices may conduct their normal operations subject to the following:
  - (a) The county masking policy shall be followed at all times.
  - (b) Social distancing shall be maintained at all times.
  - (c) Employees shall work from home where possible.
  - (d) If work from home is not possible, employee shifts should be staggered in order to minimize the number of employees in an office at any one time.
  - (e) Members of the public may access District Courts, Common Pleas Courts, and other Court Offices subject to the following:
    - (i) They must make an appointment in advance (unless it involves an emergency as set forth in paragraph 3).
    - (ii) They must successfully answer the screening questions previously adopted by this Court.
    - (iii) They shall comply with the dictates set forth in 5(a) and 5(b) above.
6. If an in person hearing must be held under paragraph 3 above, access to the Court or the Magisterial District Court shall be limited to the attorneys and litigants. Testimony of all other witnesses shall be by electronic means. If any member of the public requires access, he/she should contact the Court Administrator at (717) 240-6200, or the Judge's Chambers, and arrangements will be made to live stream the proceedings.
7. Unless otherwise ordered, the jury trials scheduled for the week of January 25, 2021, will be held as scheduled. However, all pretrial conferences will be held electronically during

the week of January 4, 2021. Counsel will be notified of the time set for their client's pretrial.

8. While Civil, Criminal and Orphans' Court filings may be made in person subject to the conditions of this order, it is encouraged that such filings be made by mail or electronic means (including e-mail). The Prothonotary, Clerk of Courts, and Register of Wills shall accept said filings with electronic signatures during the time this order is in effect.
9. Our prior order of December 7, 2020, regarding prisoner transport shall remain in effect.
10. This order may be enforced by the Sheriff of Cumberland County, his deputies, and any other sworn law enforcement officer, including Constables and their deputies. The various Magisterial District Judges are authorized to hire Constables to assist in the enforcement of this order.
11. This order shall be posted on the front door of the Cumberland County Courthouse, all Magisterial District Judges' Offices, and all Court Offices not located in the Courthouse.

By the Court,



Edward E. Guido, P.J.

Distribution:  
Cumberland County Bench  
Cumberland County MDJ Offices  
Sheriff  
Prothonotary  
Clerk of Courts  
Orphans' Court  
District Attorney  
Public Defender  
Court Administrator  
Pennsylvania State Police  
Police Departments within Cumberland County