

IN THE COURT OF COMMON PLEAS OF LYCOMING COUNTY, PENNSYLVANIA

IN RE: :  
: MD-20-00006  
29<sup>th</sup> JUDICIAL DISTRICT OPERATIONS :  
DURING STATEWIDE JUDICIAL : ADMINISTRATIVE ORDER  
EMERGENCY :

**ADMINISTRATIVE ORDER**

Pursuant to the Supreme Court of Pennsylvania's declaration of a statewide judicial emergency to safeguard the health and safety of court personnel, court users, and members of the public due to the circumstances surrounding the COVID-19 virus, on March 16, 2020, the President Judge of the 29<sup>th</sup> Judicial District of Pennsylvania declared a judicial emergency through April 14, 2020, and immediately instituted measures to protect court personnel, court users, and members of the public.

**AND NOW**, this 27<sup>th</sup> day of March 2020, the President Judge of the 29<sup>th</sup> Judicial District is hereby **extending the closure of the Courts of the 29<sup>th</sup> Judicial District to the public as to non-essential functions through April 14, 2020**, and memorializing the following safety measures that have been implemented in the District through April 14, 2020 (unless a different date is indicated below):

1. **The Courthouse and all Magisterial District Courts of the 29<sup>th</sup> Judicial District are closed to the public as to non-essential functions through April 14, 2020.**
2. Court employees will not be attending off-site conferences or trainings.
3. Court events and meetings will be rescheduled or held via teleconference.
4. Inmates will not be transported from the Lycoming County Prison or Pre-release Center for court proceedings. Incarcerated defendants will participate in court proceedings by video conference.
5. Jury selection currently scheduled for March 30-April 3, 2020, is cancelled. All jury trials scheduled for the trial term April through May have been continued.
6. Pursuant to the Supreme Court Order dated March 18, 2020, all time calculations and deadlines relevant to court cases or other judicial business are suspended through April 3, 2020; and legal papers or pleadings required to be filed between March 19, 2020, and April 3, 2020, shall be deemed to have been timely filed if they are filed by April 6, 2020.

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LYCOMING COUNTY  
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THOMAS D. HEAD  
PROTHONOTARY  
OF THE COURT

7. The operation of Rule of Criminal Procedure 600 shall be suspended in the 29<sup>th</sup> Judicial District through April 14, 2020, pursuant to the Supreme Court's Order and the President Judge's declaration of judicial emergency both dated March 16, 2020.
8. Pursuant to the Supreme Court's Order dated March 18, 2020, the Lycoming County **Court of Common Pleas will continue to perform the following essential functions during the court closure:**
  - a. Emergency bail review and habeas corpus hearings;
  - b. Gagnon 1 (probation/parole violation) hearings;
  - c. Bench warrant hearings pursuant to Pennsylvania Rule of Criminal Procedure 150;
  - d. Juvenile delinquency detention;
  - e. Juvenile emergency shelter and detention hearings;
  - f. Temporary protection from abuse hearings;
  - g. Emergency petitions for child custody or pursuant to any provision of the Juvenile Act;
  - h. Emergency petitions for guardianship;
  - i. Civil mental health reviews (50 P.S. § 7302);
  - j. Emergency equity civil matters (injunctions and stays); and
  - k. Any pleading or motion relating to public health concerns and involving immediate and irreparable harm.
9. Additionally, preliminary hearings, arraignments, guilty pleas, and sentencings *for incarcerated defendants* will be held via video conference.
10. To the extent possible, the Lycoming County Court of Common Pleas will conduct as many essential function proceedings as possible utilizing telephone or video conference in order to limit person-to-person contact.
11. To the extent non-essential matters can be handled via telephone or video conference, those matters will proceed as scheduled.
12. The Governor of Pennsylvania's issuance of a "stay at home" order with respect to Lycoming County will have no effect on existing child custody orders and the travel necessary to effectuate them.
13. The **filing of documents** with regard to all **non-essential functions** (any matters *not* listed above) are strongly encouraged to be made **via U.S. mail** to the office of the Lycoming County Prothonotary/Clerk of Courts or Lycoming County Register and Recorder. If filing via U.S. mail is not possible, documents may be filed via the "filing drop box" located in the lobby of the Courthouse. The document and