

**IN THE COURT OF COMMON PLEAS OF  
CLARION COUNTY, PENNSYLVANIA**

**In re: Procedures Pursuant to** :  
**Declaration of Judicial Emergency** : **No. 349 CD 2020**  
: **No. 26 WM 2020**

**ADMINISTRATIVE ORDER**

AND NOW, this 1<sup>st</sup> day of April, 2020, as a supplement to the Administrative Order issued by this court on March 17, 2020, regarding court procedures during the pendency of the statewide judicial emergency caused by the COVID-19 pandemic, and in light of the Pennsylvania Supreme Court's Order of April 1, 2020, extending the statewide judicial emergency to April 30, 2020, this court ORDERS as follows:

All Administrative Orders entered by this court pursuant to the statewide judicial emergency, including the Declaration of Judicial Emergency, are hereby extended until April 30, 2020, subject to the following modifications and clarifications:

**1. Court Facilities**

- a.** All court facilities shall remain closed to the general public until April 30, 2020, or any later extension of the statewide judicial emergency or order of this court.
- b.** Only those individuals that must appear to participate in proceedings specifically scheduled during this time period are permitted to enter court facilities.
- c.** All documents that need to be submitted to the court during the judicial emergency shall be submitted via mail, fax, or electronic mail, with originals to follow via regular mail.

## **2. Court Proceedings.**

- a.** Essential court proceedings will continue to be held. These proceedings will be held in person, if necessary, or by advanced communication technologies when possible.
- b.** Other court proceedings will continue to be held via advanced communication technologies when possible and appropriate.
- c.** Court administration will continue to evaluate proceedings on a case by case basis to determine those proceedings that should be held in person, proceedings that can be held via advanced communication technologies, and those proceedings that must be continued out of concern for social distancing and to avoid the potential spread of the virus.

## **3. Central Court Procedures for preliminary hearings**

Only preliminary hearings for incarcerated individuals will be held during the pendency of the judicial emergency. All others shall be continued to a date after the expiration of the judicial emergency.

## **4. Domestic Relations Division**

The Domestic Relations division is closed effective March 30, 2020 and will reopen on April 13, 2020. Upon reopening, Domestic Relations shall continue to conduct all appointments, support conferences and domestic relations hearings via telephone.

**BY THE COURT**



Sara J. Seidle-Patton, President Judge