

IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

In Re: Judicial Facilities

Supervisory Order  
No. 2022-SO- 5

**ORDER OF COURT**

AND NOW, this 17<sup>th</sup> day of February, 2022, it is hereby Ordered:

**1. Location of Court Proceedings** – All proceedings for non-incarcerated individuals held on Arraignment and Sentencing Court, DUI Court, Revocation Court, and Criminal Plea Court for non-incarcerated defendants shall be held in the Human Services Building Courtroom through and including April 1, 2022. The location of all other court proceedings shall be held at the location originally contemplated at the time of adoption of the 2022 Court Calendar unless otherwise specifically changed by court order.

**2. Location of Court Proceedings for Incarcerated Individuals** – Proceedings for incarcerated individuals shall continue to be conducted utilizing advanced communication technology pursuant to Pennsylvania Rule of Criminal Procedure 119. Pursuant to that rule, formal arraignment, and any other proceeding not specifically prohibited under the rule for incarcerated individuals, shall be conducted by advanced communication technology. With the consent of the defendant, the proceedings identified in Pennsylvania Rule of Criminal Procedure 119 may be conducted using advanced communication technology. Court Administration shall develop procedures and practices for conducting video arraignments and other criminal proceedings for incarcerated individuals who have waived their right to personally appear.

**3. Criminal Court Scheduling** – All criminal court proceedings, including Central Court, shall be scheduled pursuant to procedures adopted by the Court Administrator’s Office which procedures shall stagger individual cases in specific time slots to further judicial efficiency and comply with CDC guidelines.

PURSUANT TO RULE 236  
You are hereby notified  
that this order has been  
entered in this case.

FILED  
ADAMS COUNTY, PA  
PROTHONOTARY  
2022 FEB 17 PM 12:57

1 **4. Juvenile Court Scheduling** – The Department of Probation Services and  
2 Children and Youth Services are directed to stagger individual cases in time  
3 slots for Delinquency Court and Dependency Court to further judicial efficiency  
4 and comply with CDC guidelines.

5 **5. Re-Entry Facility** – All community releases for employment, visitation,  
6 community visits, treatment, or any other reason are suspended through April 1,  
7 2022. Pending further order of court, the Adams County Work Release Program  
8 is suspended. No person shall be sentenced to any sentence which permits  
9 community release from the Adams County Adult Correctional Complex or the  
10 Adams County Re-Entry Facility until further order of court. This paragraph shall  
11 not prohibit release on parole or upon successful completion of the incarcerated  
12 portion of a sentence nor shall it prohibit the Adams County Warden from taking  
13 temporary action to preserve the health and welfare of an inmate or the safety of  
14 the facility.

15 The Adult Correctional Complex is directed to adopt procedures for family  
16 non-contact visits with residents of the Re-Entry Facility to occur by telephone,  
17 video conferencing, or other media.

18 All fees charged to any person housed at the Re-Entry Facility are  
19 suspended pending further order of court.

20 **6. Domestic Relations** – Domestic Relations establishment and  
21 enforcement conferences may be held telephonically or by video conferencing  
22 via WebEx and/or Microsoft TEAMS unless any party requests the proceeding  
23 be conducted in-person in which case an in-person conference shall be held.

24 This paragraph does not preclude the Domestic Relations Office from  
25 conducting a hearing telephonically or by video conferencing where a court  
order exists prohibiting in-person contact between the parties or other safety  
issue presents.

**7. Courtroom Facilities** – A Judge or Magisterial District Judge presiding in  
any courtroom may, in their discretion, direct all attendees to a court proceeding

1 to comply with COVID safeguards including mandating the use of facial masks  
2 and social distancing. Court Administration is directed to make facial masks  
3 available in each courtroom to provide to attendees as needed.

4 **8. Office Hours** – All judicial facilities and Court offices shall be open to  
5 conduct public business between the hours of 8:00 a.m. and 4:30 p.m. Monday  
6 through Friday unless specific exception is granted by order of the President  
7 Judge or, in the case of the Department of Probation Services and the Domestic  
8 Relations Office, the Administrative Judge.

9 Filing offices are permitted to operate deposit boxes located in the  
10 entryway of the Adams County Courthouse and the Human Services Building in  
11 addition to, but not in lieu of, the designated office hours set forth herein. In the  
12 event a filing office continues to utilize deposit boxes, any documents deposited  
13 in said boxes before 4:00 p.m. must be filed and docketed by the staff of the  
14 respective filing office that same date. The filing office shall post any deposit  
15 boxes accessible after 4:00 p.m. with notice that any documents deposited  
16 therein after 4:00 p.m. will not be considered filed and docketed until the next  
17 business day.

18 **9. Exposed Persons** – Any person entering a judicial facility or the environs  
19 of a judicial facility shall comply with current CDC guidelines if they have tested  
20 positive for COVID-19, if they have exhibited symptoms of, or have been  
21 exposed to COVID-19 as those terms are defined by the CDC guidelines. For  
22 purposes of this Order, the term judicial facility means any courtroom, hearing  
23 room, or judicial chambers used by the Court, including Magisterial District  
24 Courts, to conduct trials, hearings, or any other court related business including  
25 rooms made available to interview witnesses. The term also includes the  
Department of Probation Services, the Domestic Relations Office, the  
Department of Operational Services, the Clerk of Courts/Clerk of Orphans' Court  
Office, the Prothonotary's Office, the Register and Recorder of Deeds Office,  
and Court Administration. The environs of a judicial facility include the entire  
floor on which is located a courtroom, hearing room, jury room, prisoner holding

1 room, Security Department station, or any court filing office including the  
2 Prothonotary's Office, the Clerk of Courts Office, the Domestic Relations Office,  
3 and the Department of Probation Services Office. The term also includes any  
4 elevator area and stairwell accessing a judicial facility. Failure to comply with  
the provisions of this paragraph may result in a finding of contempt of court.

5 **10. All Previous COVID Protocol Orders Vacated** – Supervisory Order No.  
6 2021-SO-64; paragraph 1 of Supervisory Order No. 2021-SO-80; paragraph 1 of  
7 Supervisory Order No. 2021-SO-69; and the terms of any other Supervisory  
8 Order previously entered which impose COVID safeguards are vacated to the  
9 extent not preserved herein.

10 It is noted that the effect of this Order vacates any requirement that facial  
11 masks be worn as a condition of entry into a judicial facility or the environs of a  
12 judicial facility. Nevertheless, all parties entering a judicial facility or the environs  
13 of a judicial facility are encouraged to comply with current CDC guidelines,  
14 including the recommendation to wear facial masks, as applicable on the date of  
15 entry. As such, no person shall be prohibited from wearing a facial mask as a  
16 requirement to enter a judicial facility or environs of a judicial facility. For  
17 purposes of this paragraph, a facial mask is defined as a covering of the nose  
18 and mouth areas of an individual for health purposes. Nothing in this Order shall  
19 prohibit the Security Department and/or Sheriff's Department to ask an individual  
to temporarily remove a facial mask for purposes of identification.

20 This Order is effective February 18, 2022 at 6:00 p.m.

21 The Adams County Court Administrator's Office is directed to post a copy  
22 of this Order on the Fifty-First Judicial District's website and on the Adams  
23 County website. A copy of this Order shall be transmitted to all members of the  
Adams County Bar Association.

BY THE COURT:

*MAG*

**MICHAEL A. GEORGE**  
**President Judge**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

- Board of Judges
- Board of Commissioners
- Magisterial District Judges
- Court Administration
- Department of Probation Services
- Domestic Relations Office
- Children & Youth Services
- Department of Operational Services
- Clerk of Courts/Orphans' Court Office
- Prothonotary's Office
- Register & Recorder of Deeds Office
- Department of Emergency Services
- District Attorney's Office/Victim Witness Office
- Public Defender's Office
- Sheriff's Department
- Adult Correctional Complex
- Roy Keefer, Chief Tipstaff
- Court Reporters
- Security Department
- Law Library

*jvs*  
*Adams County Bar Association - Briant Bohleke*