

COURT OF COMMON PLEAS, PIKE COUNTY, OHIO

IN THE MATTER OF CHANGES INSTITUTED TO  
MAINTAIN CONTINUITY OF COURT OPERATIONS  
DURING THE COVID-19 PANDEMIC

JOURNAL ENTRY

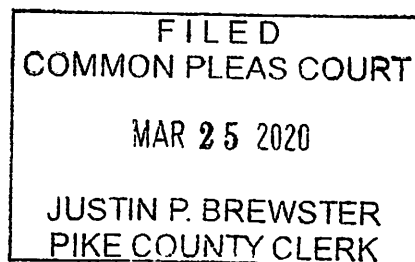
In order to maintain the continuity of operations of the **Court of Common Pleas of Pike County, Ohio, General and Domestic Relations Divisions**, while protecting the health of persons using Court services and the health of staff members of the Court and of the employees of other offices located in the **Pike County Court House at 100 East Second Street, Waverly, Ohio**, it is hereby ORDERED as follows:


1. Unless and until otherwise ordered, this court will remain open during regular hours (weekdays from 8:00 a.m. to 4:00 p.m.) with restrictions and with reduced staff.
  - a. With restrictions: The only persons who will be admitted into the Court House will be persons having official business with one of the offices located in the facility, including the Court of Common Pleas, General Division and Domestic Relations Division, the Clerk of Courts, the County Prosecutor, the Pike County Department of Probation, and the Ohio Adult Parole Authority. Within constitutional limits, the Court may restrict admission into the Court Room to necessary court personnel, litigants, litigants' attorneys, witnesses, jurors (if applicable), victims of crime, victims' advocates, limited media personnel if requested, and such other persons as the Court may permit for just cause.
  - b. Reduced staff: The working schedule of each employee of the Court will be modified as approved by the Judge of the Court in order to reduce the number of court employees working at the Court House each day. The Judge may assign work to be performed remotely by court employees on regular work days and during regular working hours, if such work can be accomplished using such court equipment as the Judge may permit employees to remove from the Court House for the purpose of performing the work.
2. Within constitutional limits, jury trials shall be cancelled and rescheduled, from the date of this Journal Entry through April 30, 2020. Thereafter, the Court's docket will be assessed for the possible cancellation and re-scheduling of additional jury trials based upon conditions existing at that time and within constitutional limits.

FILED  
COMMON PLEAS COURT  
MAR 25 2020  
JUSTIN P. BREWSTER  
PIKE COUNTY CLERK

3. Effective immediately and continuing through June 30, 2020, all civil case pre-trial hearings, status conferences, scheduling conferences, settlement conferences, and other hearings not requiring personal appearance in court shall be conducted telephonically. Instructions for the use of the Court's conference line will be communicated to parties and counsel, as applicable. Except as directed by the Judge, such conferences and hearings shall be recorded.
4. The Court will conduct oral hearings, involving personal appearance by parties and/or their attorneys, as needed and if and as required, including, without limitation, hearings upon emergency matters, such as petitions for domestic violence civil protection orders, petitions for civil stalking protection orders, and motions for restraining orders.
5. Counsel and parties are urged to consider requesting continuances of non-emergency conferences and hearings during the present COVID-19 crisis. Within constitutional limits, the Court may order continuances of non-emergency conferences and hearings on the Court's own motion. The decision whether or not to order a continuance of any non-emergency matter on the Court's own motion will be made by the Court on a case-by-case basis. Parties and counsel will be notified if a continuance is ordered by the Court.
6. Effective immediately and continuing through June 30, 2020, standardized Domestic Relations Forms promulgated by the Ohio Supreme Court **may not be picked up in person** at the office of the Pike County Common Pleas Court. These forms are available on the Ohio Supreme Court website, [www.sconet.state.oh.us](http://www.sconet.state.oh.us). Further, an Ohio Child Support Calculator and a copy of publication JFS 07766, *Ohio Child Support Guidelines Manual*, is available at the on the website of Ohio Job and Family Services at [ohiochildsupportcalculator.ohio.gov](http://ohiochildsupportcalculator.ohio.gov).

The Clerk of Courts is instructed to post a copy of this Journal Entry on the Court's website, to post a copy of this Journal Entry in a conspicuous place at the front door of the Court House at 100 East Second Street, Waverly, Ohio, and to send a copy hereof to the office of the Board of Commissioners of Pike County.



  
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JUDGE  
03-25-2020