

IN THE COURT OF COMMON PLEAS OF DELAWARE COUNTY, PENNSYLVANIA

IN RE: FAMILY SECTION : NO. 5120-17
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Operational and Scheduling Protocols

PRESIDENT JUDGE ADMINISTRATIVE ORDER

AND NOW, this 12th day of August, 2021, it is hereby **ORDERED** and **DECREED** in consultation with the Liaison Judge and District Court Administrator that the attached, family section operational and scheduling protocols¹ **SHALL** become **EFFECTIVE, SEPTEMBER 1, 2021**.

That directed above and dependent as subsequent, material circumstances warrant and/or it is otherwise believed appropriate may be revisited by the court and modified, in whole or part.

BY THE COURT:



Kevin F. Kelly
President Judge
Thirty-Second (32nd) Judicial District

¹ The appended, operational and scheduling protocols for the family section recognize, *inter alia*, that there are still some ongoing concerns attendant to the COVID-19 public health crisis.

DELAWARE COUNTY COURT OF COMMON PLEAS

FAMILY SECTION OPERATIONAL AND SCHEDULING PROTOCOLS

PURPOSE

Recognizing the Supreme Court of Pennsylvania has directed, *inter alia*, that the commonwealth's judicial districts must continue making constant best efforts to accomplish a full-scale processing of cases and that the COVID-19 public health crisis has as of this date been notably abated, albeit with ongoing modifications by applicable governmental authorities of the previously imposed coronavirus mitigation restrictions, this court in consultation with core systematic stakeholders has developed and is implementing the following described plan as what is intended to be a purposefully measured, transitional, operational increment realizing the balance between the utmost concern of the judiciary for the safety of court staff, all counsel, every litigant, the various witnesses of the parties, and the public generally, while also being mindful of the necessity to once more provide with comprehensive regularity for the timely administration of justice.

That instructed below as material circumstances warrant and/or it otherwise believes appropriate may be revisited by this court without advanced notice and modified to meet the subsequent concerns, if any, presented by the still continuing COVID-19 public health crisis.

GENERAL SAFETY and OPERATIONAL DIRECTIVES

ALL persons entering the Delaware County Courthouse and/or **ANY** offices of judicial agencies **MUST** be in **FULL COMPLIANCE** with **ALL** federal and/or state directives then in place to stem the coronavirus spread, if any, and as may be applicable to a given individual (*E.g.* Fully vaccinated and two (2) weeks subsequent to a final such inoculation shot or unvaccinated).

ANY litigant, lawyer, witness and/or other interested party experiencing a dry, persistent cough, shortness of breath-difficulty breathing, chills, muscle pain, sore throat, headache, a loss of smell or taste without congestion, and/or a fever greater than 99.5 Fahrenheit if taken with a temporal thermometer **MUST NOT** report as scheduled, but rather **PROMPTLY NOTIFY** via counsel the presiding judge's chambers that he or she is suffering from such symptoms. The judge through his or her staff will provide direction about a next course of proceeding and relatedly, a subsequent listing date. (If unaware of the assigned and/or presiding judge, an interested party and/or the involved attorney should instead contact the District Court Administrator's Office – 610 891-4557.)

ANY litigant, lawyer, witness and/or other interested party having been tested and/or diagnosed by a physician positive for COVID-19 **AND** resultantly still being under a medical professional's

quarantine instruction **SHALL NOT** report as scheduled, but instead **MUST PROMPTLY** by the involved lawyer notify **PRIOR TO THE LISTED DATE** the assigned judge and follow the salient direction of the designated judge through his or her chambers personnel. (If unaware of the assigned and/or presiding judge, an interested party and/or counsel should instead contact the District Court Administrator's Office – 610-891-4557.)

ANY member of the general public experiencing a dry, persistent cough, shortness of breath, difficulty breathing, chills, muscle pain, sore throat, headache, a loss of smell or taste without congestion, and/or a fever greater than 99.5 Fahrenheit if taken with a temporal thermometer **SHALL NOT** enter the Delaware County Courthouse and/or **ANY** judicial departmental offices.

ANY member of the general public having been past tested and/or diagnosed by a physician positive for the coronavirus **AND** resultantly yet being under a medical professional's quarantine directive **SHALL NOT** then enter the Delaware County Courthouse and/or **ANY** judicial agency's office.

Subject to that detailed above (*E.g.* person under a treating doctor's COVID-19 quarantine instruction) and/or below (*E.g.* because of the reconfiguration of jury seating in a given courtroom, there is otherwise inadequate spacing to permit sufficient social distancing), **ALL** criminal trial court proceedings **MUST** be open to the public generally.

ANY credentialed members of the media wanting to attend a criminal listing and advised by judicial personnel staffing a courtroom – hearing room that access to the same cannot then be allowed due to space constrains should contact District Court Administrator Gerald C. Montella, Esquire (610 892-4557) to allow for reasoned, immediate access. It is suggested that credentialed media members should contact the District Court Administrator, Gerald C. Montella, Esquire (610 891-4557), in advance to arrange to attend any proceeding expected to garner appreciable public interest. (Should the press attention in a given matter be of such a nature that permitting all requesting media members *in-person* access be contrary to then applicable public health guidelines (*E.g.* due to the appreciable numbers present adequate distance in a courtroom not possible), if any, the District Court Administrator in collaboration with interested press will create a pool of representative media members to attend *in-person* such court proceedings.

Unless the presiding judge and/or another judicial officer directs the contrary, credentialed press members will still be able to listen to audio recordings of the court proceedings at the Office of Court Electronic Recording as arranged through its director, Richard J. Coogan (610 891-4477). No more than one (1) media representative may at a given moment be in the Court Electronic Recording Office.

Should a member of the general public want access to a certain court proceeding he or she was currently not permitted to attend *in-person*, arrangements may be made immediately subsequent to any such listing's conclusion for a person to review an audio recording of a particular hearing – trial, unless the presiding judge and/or another judicial authority via his or her order direct otherwise, by contacting

its director, Richard J. Coogan (610 891-4477), to listen to at the Court Electronic Recording Office the same.

ALL *in-person* listings MUST be held in a manner to reasonably restrict COVID-19 exposure and undertaken wholly consistent with the Centers of Control for Disease and Prevention coronavirus guidelines, as well as other such federal, state, and/or county public health directives, if any. The presiding judge as he or she believes necessary to assure compliance with any governmental instruction designed to stem the COVID-19 spread may limit the number of persons permitted at a given time in a courtroom – hearing room, as well as direct such additional safeguards (*E.g.* wearing of a mask) he or she reasonably believes is warranted.

Court officers assigned to the entry door of every operational courtroom – hearing room will be tasked subject to any such specific directive(s) of the presiding judge with the general responsibility of managing in accord with this protocol the number of people at any given moment permitted in any courtroom – hearing room. As should be necessary, court officers may *temporarily* prohibit entry into a courtroom – hearing room and rather direct counsel, any interested parties, witnesses and/or the public generally to remain in the outer waiting area or that unused courtroom and/or another area of the courthouse complex (*E.g.* a then unused courtroom – hearing room) then designated for overflow purposes by the District Court Administrator, if any.

If a court officer encounters difficulties and/or the refusal of any interested party, a lawyer, witness and/or member of the public in following his or her direction about entering a courtroom – hearing room and/or maintaining sufficient distancing in a courtroom – hearing room, the same **MUST** be promptly reported to the presiding judge and if such personnel are present, deputy sheriffs and/or park police officers.

Continued failure of an interested party, counsel, witness and/or member of the public to follow the governmental directives, if any, and/or those of the presiding judge, whether instructed by the jurist or through a court crier – court officer, material to stemming the coronavirus spread may, *inter alia*, result in any such individual's immediate removal from the courthouse – governmental complex by sworn personnel of the Delaware County Park Police or the Delaware County Sheriff's Office. In the event a person for this non-compliance is removed from the courthouse complex, involved law enforcement are to promptly notify the judge presiding of the matter involving that party, lawyer, and/or witness of the removal.

ALL courtrooms – hearing rooms utilized for *in-person* proceedings will following the conclusion of a given day's cases be sanitized, as will those areas of the courthouse commonly used for individuals to get to and from a courthouse – hearing room (*E.g.* courthouse's public elevators and the stairwell to the second floor).

FAMILY SECTION

Filings Generally

ANY type family pleadings, excepting domestic relations (“DRO”) filings as discussed below, may yet be lodged of-record with the Delaware County Office of Judicial Support either *in-person* and/or through mailing addressed as follows: Delaware County Judicial Support Office – 201 West Front Street, Media, PA 19063. The filing party remains responsible for the contemporaneous payment of any fees and/or costs. Questions about fees and/or costs, as well as accepted forms of payment, may be directed to the Judicial Support Office via (610) 891-4224 and/or (610) 891-8766.

ALL emergency filings will consistent with existing administrative protocols be forwarded to the assigned judge or should there in a given case currently be no judicial designation, those lodgings will then trigger an assignment to a judge in the family section to whom the emergency pleading will be promptly submitted. The involved judge will first as his or her discretion believes best attempt to settle the dispute by an of-record telephone conference with the attorneys and/or self-represented parties prior to scheduling a hearing. Failing the interested parties reaching some conference agreement, the assigned judge may schedule a court hearing, but only as to those emergent motions and/or petitions which he or she believes constitute true emergency circumstances. If the reviewing judge determines the salient circumstances are such that an emergent hearing should be held, those proceedings to the extent possible may at that court’s discretion be conducted via advanced communication technology (ACT), subject to applicable constitutional restrictions, if any, particularly if the assigned judge is not listed to sit that week.¹ Should the presiding judge determine an emergency hearing must be conducted and at least some interested parties will be appearing *in-person* (E.g. the attorneys are present in court before the judge while the parties participate through some form of ACT), the listing of the same is to be coordinated through the District Court Administrator to assure needed courtroom – hearing room availability should the involved jurist not then for an in-court week be scheduled

Judicial Assignment Generally

Judge Lowe as the county’s juvenile jurist will, *inter alia*, continue to hear both delinquency and dependency matters, as well as involuntary parental termination cases, per that which the attached, family section calendars² further detail with any additional assistance when needed offered, *inter alia*, by the other family section judges.

Although she will have motion conference responsibilities and protection from abuse list assignments, Judge Puppio as the attached, family section calendar additionally describes will for now continue to primarily preside over DRO matters with any supplemental assistance provided by the other family judges, excluding the juvenile jurist.

Excepting the juvenile and DRO courts, the other four (4) judges of the family section will remain organized into two (2) subgroups as follows: Judges Cartisano and Love (n. Rashid); and Judges Mackrides and Klein. **BOTH** judges of each team during a given week will generally have for their respective use courtrooms (Nos. 10 and 11) available with the second team of judges sitting the next week. Hence, than two (2) family judges on a given day will be contemporaneously in session, unless there is some emergent need for another such courtroom to be operational approved by the president judge or family liaison, and as the District Court Administrator may be able to reasonably arrange, again excluding the juvenile and DRO courts.

On those alternating weeks they will be sitting, Judge Cartisano will utilize courtroom No. 10 while Judge Love (n. Rashid) will be in courtroom No. 11. For those every other weeks they are listed to sit, Judge Mackrides will use courtroom No. 10 and Judge Klein courtroom No. 11.

Attached and wholly incorporated by reference are the family section calendars' detailing, *inter alia*, from August 2021 through December 31, 2021, the specific two (2), family judges sitting weekly. For reasons such as vacations, the appended, family calendars' are subject to change with the judges on one (1) judicial team exchanging, in whole or part, the otherwise assigned courtroom weeks.

To maximize the use of the two (2), operational family courts, a judge listed to sit in a certain week will promptly notify the other team's two (2) judges of any one-half (1/2) or greater day when he or she does not need the courtroom so as a colleague jurist believes appropriate he or she may then list his or her case(s). **ANY** judge assuming use of a family section courtroom because of a colleague jurist then scheduled no longer needing the same **MUST** make such known to the Court Administrator's Office via an email to Mary E. Donnelly, Project Specialist, copied to District Court Administrator, Gerald C. Montella, Esquire, to assure that office does not inadvertently designate the courtroom to a civil and/or criminal judge.

Any judge assuming a court week, in whole or part, of another jurist **MUST** without exception sit in the courtroom of the originally assigned judge because of the first-floor courtrooms being scheduled on a rotational basis each week among both the civil and family sections.

Consistent with this judicial district's (32nd) individual calendaring system, each family judge will be responsible for scheduling his or her assigned cases as he or she believes appropriate, along with providing all interested parties timely notice of the same.

Assigned and/or otherwise presiding family judges may schedule as believed appropriate pretrial – case management conferences. **ANY** pretrial – case management conferences listed on a day a judge is not scheduled and/or otherwise has access to one (1) of the two (2), operational family courtrooms **MUST** be held with all parties, including but not limited to counsel and/or self-represented individuals, participating via some manner of ACT, which as the presiding judge believes appropriate may be of-record. **ALL** pretrial – case management conferences with *in-person* participants and/or some combination of ACT and *in-person* appearances are to be set in court for those dates per the attached

sectional calendar the assigned and/or judge presiding otherwise is then listed to sit in one (1) of the two (2), operational family courtrooms.

Various hearings as the assigned family judge believes appropriate will still be scheduled, including but not limited to arguments, contested pre-trial evidentiary hearings and/or trials. **ALL** these listings for now will be just those cases reasonably expected to conclude within the involved judge's designated court week(s).⁵ Such schedulings, including but not limited to contested evidentiary matters, may be conducted as the designated judge believes proper through both some manner of ACT and/or *in-person*. (E.g. A witness appearing via video conferencing while the lawyers are *in-person* before the presiding judge.)

As can be reasonably arranged through the Delaware County Sheriff's Office, *in-person* appearances involving inmates of any county, state and/or federal penal facility *may* resume and relatedly, the custodial transportation of prisoners for appearing *in-person* at indirect criminal contempt PFA hearings will continue. (Excepting indirect criminal contempt PFA hearings where such is arranged on a weekly basis through long-standing administrative avenues, it is strongly suggested that before any other type family schedulings are set involving a prisoner's *in-person* family court appearance that the Sheriff's Office first be consulted to confirm its availability.) Although inmates can again appear *in-person* for all family proceedings, it is recommended, particularly for prisoner witnesses, that due consideration be given for such purposes to the utilizing some available ACT means.

BEGINNING SEPTEMBER 7, 2021, any courtroom or hearing room **MAY** be available *on request* for case specific use by the family judges then having an office week(s). Any judge having such a need **MUST** request the same *in advance* via an email to the District Court Administrator, Gerald C. Montella, Esquire, copied to Mary E. Donnelly, Project Specialist, and the liaison judge. It is **ONLY** after the Court Administrator's Office has confirmed such availability that a designated courtroom or hearing room may be used. These emailed requests **MUST** note **BOTH** the sought-after date **AND** anticipated time needed (E.g. a half day beginning at 9:00 a.m.).

Protection From Abuse Matters

Temporary protection from abuse petitions ("PFA") can continue to be filed with the Delaware County Judicial Support Office and will be heard during the courthouse's regular business hours by the family motion judge. (Again, as is usual court practice, magisterial district judges remain available for review of emergency protection from abuse applications after hours and weekends, as well as any other times the President Judge may direct, through a telephone call to the local police agency or the county's emergency communication center via dialing 911.)

Although the protection from abuse hearing officer will for now still not sit, one (1) of the other present family section hearing officers (E.g. custody conciliator) not currently listed as his or her full-time schedule would allow may be designated by the family liaison judge weekly on a day not conflicting with his or her other sectional proceedings responsibilities to review, organize and process pending protection

from abuse matter case files so as to ready the same for upcoming proceedings (*E.g.* address lack of notice concerns).

Protection from abuse lists (PFA) will proceed per the attached, family calendars⁶ on the following dates: August 19, 2021; August 26, 2021; September 2, 2021; September 8, 2021; September 16, 2021; September 23, 2021; September 30, 2021; October 7, 2021; October 14, 2021; October 21, 2021; October 28, 2021; November 4, 2021; November 10, 2021; November 18, 2021; November 24, 2021; December 1, 2021; December 9, 2021; December 16, 2021; December 23, 2021; and December 30, 2021.

EFFECTIVE SEPTEMBER 7, 2021, the weekly PFA hearings will be listed in courtroom No. 1 and as a function of the number of such cases then scheduled divided among a number of judges coordinated through both the family liaison and District Court Administrator to also be heard in courtrooms Nos. 10 and 11 when needed.

Special Relief of Matters

Family Section (Special Relief) List Days will be scheduled at the assigned judge's discretion. Hearings on special relief filings held solely through available advanced communication technologies (ACT's), including but not limited to teleconferencing and/or video conferencing, with counsel, as well as their clients, and/or self-represented parties, may be set as the presiding judge's calendar otherwise allows. For purposes of these ACT only special relief proceedings, any and all documents, exhibits and/or evidentiary items are to be forwarded to the assigned judge's chambers and contemporaneously to the opposing counsel or self-represented party no later than twenty-four (24) hours prior to the scheduling. ANY special relief hearing(s) to be held *in-person* or some combination of ACT and *in-person* appearance(s) (*E.g.* counsel are present before the court while the parties appear and participate through ACT) are to be listed in court and on a date that the designated judge is scheduled in one (1) of the two (2), operations family courtrooms to be sitting.⁷ Regarding these *in-person*, in full or in part, special relief proceedings, the prior exchange of prospective evidentiary items will be as the designated judge directs.

Divorce Administration

The Family Court Administrator's Office will continue to regularly make available those divorce actions otherwise ready for such a review by the Divorce Administrator and relatedly, the Divorce Administrator will timely examine all such matters and promptly make to the court a next course of appropriately proceeding recommendation.

Domestic Relations Cases

DRO matters (*E.g.* complaints for support – petitions to modify) can continue to be lodged through the PACSES e-filing found on the Pennsylvania Child Support website. (A link to the same is also located on the Delaware County court website.) DRO pleadings can as well be directly filed with the Delaware County Domestic Relations Office by email – delawarecourtliaison@pacses.com or traditional mail

addressed as follows: Domestic Relations – P.O. Box 543, Media, Pennsylvania, 19063. Persons needing assistance with any type and/or manner of lodging can contact the Delaware County Domestic Relations office at delawarecaseworker@pacses.com.

In addition to such *in-person* proceedings as salient DRO staff believe appropriate, the domestic relations office (“DRO”) by utilizing advanced communication technology (“ACT”), including but not limited to telephoning and/or email, may continue to conferencing with non-custodial parents not current in their support obligations to determine for possible enforcement action, (*E.g.* listing for contempt proceedings) present employment status.

In addition to such in-person proceeding as material DRO personnel believe appropriate, establishment conferences may continue to be held utilizing available ACT’s weekly on Tuesdays, Wednesdays and Thursdays with first scheduling given to the complaints with the earliest lodging dates and where the non-custodial parent is alleged to have an income source.

For ALL DRO hearing officer matters, including but not limited to those conducted fully or partially by some ACT means (*E.g.* the lawyers and one (1) of the parties are present in court while the other litigant participates through some form of ACT), copies of **ANY AND ALL** reasonably anticipated evidentiary exhibits **MUST** be exchanged among counsel and/or any self-represented parties, as well as contemporaneously provided to the Domestic Relations Office, at least twenty-four (24) hours prior to the scheduled listing. (The submission of these probable exhibits of evidence to the Domestic Relations Office can be as attachments to an email addressed as follows: delawarecourtliaison@pacses.com; or a traditional mailing addressed as follows: Domestic Relations, P.O. Box 543, Media, PA 19063.) It is relatedly the responsibility of the party offering any such evidence to provide at the hearing officer’s listing paper or “hard” copies of **ANY AND ALL** documentations in a sufficient number for both the court and the other party.

DRO hearing officer proceedings will remain scheduled weekly, Mondays through Thursdays beginning at 9:00 a.m. with a lunch break from 12:00 p.m. through 12:30 p.m., and the last case of the day having a 3:00 p.m. commencement time. On Fridays, individual matters will similarly be listed beginning at 9:00 a.m. through 11:30 a.m. There will for now be no cases regularly set for Friday afternoons, but rather subsequent to the lunch break (12:00 p.m. – 12:30 p.m.) the hearing officers will specially list at sufficiently staggered start times those matters past before them for which a more protracted evidentiary presentation may be reasonably necessary. These hearing officer listings will continue to be set in ten (10) minute intervals.

To as best as possible maximize the court time of these DRO hearing officer lists, **ANY** continuance application **must be made known to Domestic Relations Office at least three (3) business before the case’s scheduled hearing date**. (Continuance applications are to be forwarded via email at delawarecourtliaison@pacses.com.)

EFFECTIVE SEPTEMBER 7, 2021, DRO contempt matters will continue to be scheduled weekly with such lists being heard every Monday and Wednesday per that which the appended, sectional calendars otherwise detail.⁸ There will be on each Monday and Wednesday both a morning and afternoon contempt list separated by an approximate one (1) hour lunch break.

BEGINNING SEPTEMBER 7, 2021, the Domestic Relations Office will schedule a morning and afternoon DRO judicial appeal list on every Tuesday, as the attached family calendars further describe. These judicial appeal list (morning and afternoon) schedulings will include an approximate one (1) hour lunch recess.

ANY lawyer, litigant, witness and/or other interested party having a question about a DRO matter's (*E.g.* contempt scheduling, judicial appeal, and/or hearing officer listing) scheduling (*E.g.* date, time and/or location) can timely direct the same to the Domestic Relations Office through an email to delawarecourtliaison@pases.com and/or by telephoning for purposes solely of same day scheduling inquiries (610) 891-5083.

The motion judge will continue to hold by video conferencing as needed seventy-two (72) hour Domestic Relations hearings.

Equitable Distribution – Hearing Officers

The equitable distribution (“ED”) hearing officers will continue to conduct via available advanced communication technologies (ACT’s) pretrial conferences and/or discovery conferences. The same as the presiding hearing officer believes appropriate and/or per that which a judge instructs may be of-record. The court will provide counsel and/or self-represented parties no less than five (5) days advanced notice via email as to any such listing’s scheduling.

In addition to the ACT pretrial and/or discovery conferences referenced immediately above, every Tuesday and Wednesday, equitable distribution hearing officer *in-person* proceedings as further detailed below will continue to be held.

These *in-person* ED hearing officer listings will yet be individually scheduled on Tuesdays and Wednesdays beginning at 10:00 a.m., then 11:00 a.m., 1:00 p.m. and concluding with a 2:00 p.m. listing.

The Office of the Family Court Administrator in scheduling the equitable distribution hearing officer matters described above and below will first list those cases past set and previously canceled due to the prior declared judicial emergency, if any. The Family Court Administrator’s Office **MUST** provide to all of-record attorneys reasonable advanced, written and/or emailed notice of these relistings.

For **ALL** equitable distribution hearing officer cases, including but not limited to those conducted fully or partially by some ACT means (*E.g.* One (1) lawyer is present *in-person* with the hearing officer while the other attorney participates through some form of ACT), copies of **ANY AND ALL** reasonably

anticipated, evidentiary exhibits **MUST** be exchanged among counsel at least twenty-four (24) hours prior to the scheduled listing. It is relatedly the responsibility of the party offering any such evidence to provide at the hearing officer's proceeding paper or "hard" copies of **ANY AND ALL** documents in a sufficient number for both the court and the other party.

To as best as possible maximize the court time of these ED hearing officer lists, **ANY** continuance application **MUST** be made known to the Family Court Administrator's Office at least five (5) business days before the case's scheduled hearing date. (Such continuance applications are to be submitted by telephoning (610) 891-4564.)

Custody Cases – Hearing Officers

The custody hearing officers will continue to conduct by available advanced communication technologies (ACT's) pretrial conferences and/or discovery conferences. These conference schedulings may as the presiding custody conciliator believes appropriate and/or that which a judge so directs be of-record. The court will provide the attorneys and/or self-represented litigants no less than five (5) days advanced notice by email as to any such listing's scheduling.

In addition to conducting advanced communication technologies (ACT's) pretrial and discovery conferences, the custody hearing officers will continue such *in-person* hearings. For good cause shown (*E.g.*: underlining medical condition making one more vulnerable to the impact of COVID-19, **ANY** litigant, attorney, witness and/or other interested party wanting to appear and participate via some type of ACT (advanced communication technologies) in lieu of *in-person* **MUST** notify involved staff of the Family Court Administrator Office *no less than three (3) business days prior to the scheduled date* to allow for a review of that request and/or if permitted, those necessary arrangements to be made. (These requests are to be timely submitted through the following email: DelcoCustody@co.delaware.pa.us.)

These *in-person* custody conciliator listings will be scheduled weekly, Monday through Friday, As the involved Family Court Administrator's staff may determine appropriate.

For **ALL** custody hearing officer matters, including but not limited to those conducted fully or partially by some ACT means (*E.g.* The lawyers and one of the parties is present in court while the litigant participates through some form of ACT), copies of **ANY AND ALL** reasonably anticipated evidentiary exhibits **MUST** be exchanged among counsel and/or self-represented litigants at least twenty-four (24) hours prior to the scheduled listing. It is relatedly the responsibility of the party offering any such evidence to provide at the custody conciliator proceeding paper or "hard" copies of **ANY AND ALL** documents in a sufficient number for both the court and the other party.

To as best as possible maximize the court time of the custody hearing officers, **ANY** continuance application **MUST** be made known to the Office of the Family Court Administrator at least five (5) business days before the case's schedule hearing date. (Continuance applications are to be forwarded via email at DelcoCustody@co.delaware.pa.us.)

Discovery Generally

ALL parties whether *pro se* or represented by an attorney **MUST** meaningfully engage in good faith discovery consistent with **ANY AND ALL** such salient trial court orders and/or directives, including but not limited to depositions conducted to the extent practicable via some manner of available advanced communication technology, subject to applicable constitutional limitations, if any.⁹

“To the degree necessary, attorneys should counsel their clients that the public health emergency can in no way be used to secure strategic advantage in litigation, including by means of dilatory conduct[.]” particularly relative to the timely exchange of **ANY AND ALL** discoverable materials, whether the same is required by an applicable procedural rule, mandated by a relevant trial court order, compelled by some other legal authority, and/or expected by the lawyers’ agreement.¹⁰

¹ See Attached Family Section Calendars.

² See Attached Family Section Calendars.

³ See Attached Family Section Calendars.

⁴ See Attached Family Section Calendars.

⁵ See Attached Family Section Calendars.

⁶ See Attached Family Section Calendars.

⁷ See Attached Family Section Calendars.

⁸ See Attached Family Section Calendars.

⁹ See Orders dated March 16, 2020, pp. 2-3; March 18, 2020, pp. 4, 6-7; April 1, 2020, pp. 4-5; April 28, 2020, pp. 4-5 – Pennsylvania Supreme Court, Nos. 531 and 532, Judicial Administration Docket. See also Pa.R.J.A. No. 1952(B)(2)(d)(h)(i)(q).

¹⁰ See Order dated April 28, 2020, p. 10 – Pennsylvania Supreme Court, Nos. 531 and 532, Judicial Administration Docket.

FAMILY LAW and JUVENILE COURT CALENDAR 2021

August

September

	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31	1	2	3
<i>Liaison Judge Cartisano</i>	TR	TR	TR	PFA/DR	TR	O	O	O	PFA/DR	O	TR	TR	TR	PFA/DR	TR	O	O	O	O	O	TR	TR	TR	PFA/DR	TR
<i>Judge Mackrides</i>	O	O	O	PFA/DR	O	TR	TR	TR	PFA/DR	TR	O	O	O	PFA/DR	O	TR	TR	TR	PFA/DR	TR	O	O	O	PFA/DR	O
<i>Judge Love</i>	TR	TR	TR	PFA/DR	TR	O	O	O	PFA/DR	O	TR	TR	TR	PFA/DR	TR	O	O	O	PFA/DR	O	TR	TR	TR	PFA/DR	TR
<i>Judge Lowe</i>	TR	O	TR	O	TR	TR	O	TR	O	TR	TR	O	TR	O	TR	TR	O	O	O	TR	TR	O	TR	O	TR
<i>Judge Klein</i>	O	O	O	PFA/DR	O	TR	TR	TR	PFA/DR	TR	O	O	O	PFA/DR	O	TR	O	TR	PFA/DR	TR	O	O	O	PFA/DR	O
<i>Judge Puppio</i>	DR	O	DR	PFA/DR	O	DR	O	DR	PFA/DR	O	DR	O	DR	PFA/DR	O	DR	O	DR	PFA/DR	O	DR	O	DR	PFA/DR	O
<i>Motion Judge</i>	<i>Judge Klein</i>					<i>Judge Cartisano</i>					<i>Judge Love</i>					<i>Judge Puppio</i>					<i>Judge Mackrides</i>				

O = Office

TR = Non-Jury Trials & Hearings

PFA = Protection From Abuse Hearings

DR = Domestic Relations Hearings

Note: **Motion Judge - responsible for all 11:30AM and 2:30PM, Emergency PFAs and 72 Hour hearings on Monday and Thursday 1:30PM, and remain on duty until 4:30PM**

FAMILY LAW and JUVENILE COURT CALENDAR 2021

September

October

	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	6	7	8*	9*	10*	13	14	15	16	17	20	21	22	23	24	27	28	29	30	1
<i>Liaison Judge Cartisano</i>	X	DR	O	O	O	TR	TR	FLD	PFA	TR	O	O	O	O	O	TR	TR	TR	PFA	TR
<i>Judge Mackrides</i>	X	TR	TR	TR	TR	O	DR	O	O	O	TR	TR	TR	PFA	TR	O	O	O	O	O
<i>Judge Love</i>	X	O	PFA	O	O	TR	TR	FLD	O	TR	O	DR	O	O	O	TR	TR	TR	O	TR
<i>Judge Lowe</i>	X	O	TR	O	TR	TR	O	TR	O	TR	TR	O	TR	O	TR	TR	O	TR	O	TR
<i>Judge Klein</i>	X	TR	TR	TR	TR	O	O	O	PFA	O	TR	FLD	TR	O	TR	O	DR	O	PFA	O
<i>Judge Puppio</i>	X	TR	PFA	TR	TR	DR	TR	DR	O	TR	DR	TR	DR	PFA	TR	DR	TR	DR	O	TR
Motion Judge	<i>Judge Love</i>					<i>Judge Cartisano</i>					<i>Judge Mackrides</i>					<i>Judge Klein</i>				

FLD = Family List Day

O = Office

TR = Non-Jury Trials & Hearings

PFA = Protection From Abuse Hearings

DR = Domestic Relations Hearings

*Bench Bar

Note: **Motion Judge** - responsible for all 11:30AM and 2:30PM, Emergency PFAs and 72 Hour hearings on Monday and Thursday 1:30PM, and remain on duty until 4:30PM

FAMILY LAW and JUVENILE COURT CALENDAR 2021

October

	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
<i>Liaison Judge Cartisano</i>	O	O	O	PFA	O	X	DR	FLD	PFA	TR	O	O	O	O	O	TR	TR	TR	PFA	TR
<i>Judge Mackrides</i>	TR	TR	TR	O	TR	X	O	O	O	O	TR	TR	TR	PFA	TR	O	DR	O	O	O
<i>Judge Love</i>	O	O	O	PFA	O	X	TR	TR	O	TR	O	DR	FLD	PFA	O	TR	TR	TR	TR	TR
<i>Judge Lowe</i>	TR	O	TR	O	TR	X	O	TR	O	TR	TR	O	TR	O	TR	TR	O	TR	O	TR
<i>Judge Klein</i>	TR	DR	TR	O	TR	X	O	O	O	O	TR	TR	TR	TR	TR	O	O	O	PFA	O
<i>Judge Puppio</i>	DR	TR	DR	O	TR	X	TR	DR	PFA	TR	DR	TR	DR	TR	TR	DR	TR	DR	TR	TR
<i>Motion Judge</i>	<i>Judge Puppio</i>					<i>Judge Cartisano</i>					<i>Judge Mackrides</i>					<i>Judge Love</i>				

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FAMILY LAW and JUVENILE COURT CALENDAR 2021

November

December

	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	1	2	3
<i>Liaison Judge Cartisano</i>	O	X	O	O	O	TR	TR	O	X	TR	O	DR	FLD	O	O	TR	TR	O	X	X	O	O	O	O	O
<i>Judge Mackrides</i>	TR	X	TR	PFA	TR	FLD	DR	O	X	O	TR	TR	TR	PFA	TR	O	O	PFA	X	X	TR	TR	TR	TR	TR
<i>Judge Love</i>	O	X	O	O	O	TR	TR	PFA	X	TR	O	O	FLD	O	O	TR	DR	O	X	X	O	O	O	PFA	O
<i>Judge Lowe</i>	TR	X	TR	O	TR	TR	O	TR	X	TR	TR	O	TR	O	TR	TR	O	TR	X	X	TR	O	TR	O	TR
<i>Judge Klein</i>	TR	X	TR	PFA	TR	FLD	O	O	X	O	TR	TR	TR	PFA	TR	FLD	O	PFA	X	X	TR	DR	TR	TR	TR
<i>Judge Puppio</i>	DR	X	DR	O	TR	DR	TR	PFA	X	TR	DR	TR	DR	O	TR	DR	TR	DR	X	X	DR	TR	DR	TR	TR
Motion Judge	<i>Judge Klein</i>					<i>Judge Puppio</i>					<i>Judge Cartisano</i>					<i>Judge Mackrides</i>					<i>Judge Love</i>				

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Red Text = Civil Miscellaneous List Day

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FAMILY LAW and JUVENILE COURT CALENDAR 2021

December

	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
<i>Liaison Judge Cartisano</i>	TR	TR	TR	PFA	TR	O	O	O	O	O	TR	TR	FLD	PFA	X	X	O	O	O	X
<i>Judge Mackrides</i>	O	FLD	O	O	O	TR	TR	TR	O	TR	O	O	O	O	X	X	DR	TR	PFA	X
<i>Judge Love</i>	TR	TR	TR	PFA	TR	O	O	FLD	O	O	TR	TR	TR	PFA	X	X	O	O	O	X
<i>Judge Lowe</i>	TR	O	TR	O	TR	TR	O	TR	O	TR	TR	O	TR	O	X	X	O	TR	O	X
<i>Judge Klein</i>	O	O	O	O	O	FLD	TR	TR	PFA	TR	O	O	O	O	X	X	TR	DR	TR	X
<i>Judge Puppio</i>	DR	TR	DR	O	TR	DR	TR	DR	PFA	TR	DR	TR	DR	TR	X	X	TR	TR	TR	X
<i>Motion Judge</i>	<i>Judge Klein</i>					<i>Judge Puppio</i>					<i>Judge Cartisano</i>					<i>Judge Mackrides</i>				

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