

IN THE COURT OF COMMON PLEAS OF WASHINGTON COUNTY PENNSYLVANIA

CIVIL DIVISION

IN RE:)
ADMINISTRATIVE)
REGULATIONS) 2017-1
)

FILED
DEC 23 2016
J.S. RANKO
PROTHONOTARY

ORDER

AND NOW, this 22nd day of December, 2016, it is ORDERED, ADJUDGED, and DECREED that the Administrative Regulations for calendar year 2017 are as follows:

I. CALENDAR 2017

The following Court Calendar and judicial assignments are made for calendar year 2017. While this Administrative Order attempts to set forth a pattern designed to expedite the business of the court, the members of the court shall remain flexible so that change may be made if required to fulfill both our obligation and that of the practitioner to the administration of justice.

In the event of a recusal, that judge shall complete the Recusal Form and forward same to the President Judge for reassignment.

A. TRIAL TERMS

Jury trial terms for the calendar year are established as follows:

January 9-20	June 12-23
February 6-17	July 10-14
March 6-17	September 11-29
April 24-28	October 16-27

May 1-12

November 13-17

December 4-8

Jury selection for all cases shall be held on Monday of each week of the trial terms as set forth in the 2017 Court Calendar, and juror requests shall be made in writing at least one (1) week in advance of the trial term to the Court Administrator's Office.

Civil and criminal trials shall be scheduled for each term. Civil and criminal trial lists shall be prepared by the Court Administrator in cooperation with the Prothonotary and the Clerk of Courts. The civil lists and the criminal lists shall be managed by the individual judge to whom the cases have been assigned.

B. ARGUMENT COURT

No formal Argument Court shall be scheduled. In the event that a judge chooses to place a matter before a panel of three judges, that judge shall request the President Judge to convene a court *en banc* in accordance with the applicable local rule. The Order convening the panel shall set forth the date, time, and place where the argument will be held, together with a briefing schedule. The judge requesting the court *en banc* shall preside.

C. ORPHANS' COURT

Accounts shall be scheduled for audit on the following dates at

9:30 A.M before the Judge assigned to Orphans' Court:

January 26

July 20

March 23

September 7

May 25

November 9

D. DOMESTIC RELATIONS COURT

All support hearings shall be heard initially by the support master or as otherwise directed by the judge to whom the case is assigned.

II. JUDGE OF TERM

A. The Judge of the Term shall preside over morning Motions Court at 9:15 a.m., Monday through Friday. He/she shall decide unassigned civil matters brought before him/her and schedule hearings on those matters, in accordance with the local rules. He/she may refer to the President Judge for reassignment of those matters which, for some reason, she may be unable to hear. If the Judge of the Term is changed, the regularly assigned Judge of the Term shall notify the President Judge, the Court Administrator and the Washington County Bar Association. The Judge of the Term shall be available daily until 4:00 p.m. for emergency civil matters that are not assigned.

The following schedule is established:

January 1-15 January 16-31	President Judge Emery Judge Faldowski
February 1-15 February 16-29	President Judge Emery Judge Faldowski
March 1-15 March 16-31	President Judge Emery Judge Faldowski
April 1-15 April 16-30	President Judge Emery Judge Faldowski
May 1-15 May 16-31	President Judge Emery Judge Faldowski
June 1-15 June 16-30	President Judge Emery Judge Faldowski

July 1-15 July 16-31	President Judge Emery Judge Faldowski
August 1-15 August 16-31	President Judge Emery Judge Faldowski
September 1-15 September 16-30	President Judge Emery Judge Faldowski
October 1-15 October 16-31	President Judge Emery Judge Faldowski
November 1-15 November 16-30	President Judge Emery Judge Faldowski
December 1-15 December 16-31	President Judge Emery Judge Faldowski

B. Motions relating to assigned cases must be presented to the Judge to whom the case has been assigned at his/her regularly scheduled Motions Court. The Motions Court schedules for the individual Judges are listed below. Information regarding the internal operating procedures of any particular Judge, if applicable, can be found on the Court's website at www.washingtoncourts.us.

President Judge Emery: Tuesday through Thursday at 9:15 a.m. (when not general civil motions judge)

Judge DiSalle: Tuesday and Thursday at 9:15 a.m.

Judge Gilman: Tuesday through Friday at 9:15 a.m.

Judge Costanzo: Wednesdays at 9:30 a.m. (attorneys); 1:30 p.m. (unrepresented)

Judge Lucas: Monday at 1:15 p.m. and Thursday at 8:30 a.m.

Judge Faldowski: Tuesday through Thursday at 9:15 a.m. (when not general civil motions judge)

Senior Judges: Contact chambers at 724-250-4826.

C. During those periods designated as administrative office weeks, attorneys shall be responsible to determine the availability of the Judge before notifying opposing counsel to appear for the presentation of a motion or other business.

D. The following schedule shall set forth the judge assignments for all *ex parte* petitions for temporary Protection from Abuse orders. The Judge assigned to hear temporary Protection from Abuse cases shall be available until 4:00 p.m. daily.

January 1-15	President Judge Emery
January 16-31	Judge DiSalle
February 1-15	Judge Gilman
February 16-28	Judge Costanzo
March 1-15	Judge Lucas
March 16-31	Judge Faldowski
April 1-15	President Judge Emery
April 16-30	Judge DiSalle
May 1-15	Judge Gilman
May 16-31	Judge Costanzo
June 1-15	Judge Lucas
June 16-30	Judge Faldowski
July 1-15	President Judge Emery
July 16-31	Judge DiSalle
August 1-15	Judge Gilman
August 16-31	Judge Costanzo
September 1-15	Judge Lucas
September 16-30	Judge Faldowski
October 1-15	President Judge Emery
October 16-31	Judge DiSalle
November 1-15	Judge Gilman
November 16-30	Judge Costanzo
December 1-15	Judge Lucas
December 16-31	Judge Faldowski

III. JUDICIAL DUTIES AND ASSIGNMENTS

A. PRESIDENT JUDGE EMERY

1. Civil Jury and Non-Jury Trials
2. Orphans' Court (except Termination of Parental Rights and Adoptions)
3. Preside over Mortgage Foreclosure Court
4. Tax Assessment Appeals as Assigned
5. Administrative Duties
6. Back-up in Juvenile Delinquency and Dependency

B. JUDGE DISALLE

1. Criminal - DUI
2. Criminal Specialty Courts
3. Pretrial Services
4. Tax Assessment Appeals as Assigned
5. Back up in Orphans' Court
6. Back up in Mental Health (Civil) Procedures and Appeals

C. JUDGE GILMAN

1. Criminal Jury and Non-Jury Trials
2. Juvenile Court Delinquency
3. Mental Health (Civil) Procedures and Appeals
4. Tax Assessment Appeals as Assigned

D. JUDGE COSTANZO

1. Family – Divorce and Custody
2. Domestic Relations
3. Tax Assessment Appeals as Assigned

E. JUDGE LUCAS

1. Criminal Jury and Non-Jury Trials
2. Juvenile Court Dependency
3. Tax Assessment Appeals as Assigned

F. JUDGE FALDOWSKI

1. Civil Jury and Non-Jury Trials
2. Orphans' Court – Termination of Parental Rights/Adoptions
3. Clerk of Courts – Fines and Costs
4. Tax Assessment Appeals as Assigned
5. Back up in Protection from Abuse Hearings
6. Back up in Family Law
7. DRS – Support Exceptions

G. SENIOR JUDGE NALITZ

1. Civil cases as assigned
2. Tax Assessment Appeals as Assigned

H. SENIOR JUDGE REED

1. Protection from Abuse Hearings
2. Summary Appeals
3. License Suspensions
4. Tax Assessment Appeals as Assigned

These assignments designate areas of primary responsibility. All members of the Bench shall be available for assignment in every area of the Court as it may become necessary to effectuate the efficient operation of the Court.

The Court Administrator shall have the ability to reassign tax appeals equitably among the members of the Bench.

IV. HOLIDAYS

A. The Court shall observe the holidays listed below during the 2017 calendar year, as established for county employees. In addition, the Court shall excuse lawyers of the Jewish Faith from appearing in Court on Rosh Hashanah (September 20-22) and Yom Kippur (September 29).

Monday	January 2	New Year's Day
Monday	January 16	Martin Luther King, Jr. Day
Monday	February 20	Presidents' Day
Friday	April 14	Good Friday
Tuesday	May 16	Primary Election Day
Monday	May 29	Memorial Day
Tuesday	July 4	Independence Day
Monday	September 4	Labor Day
Monday	October 9	Columbus Day
Friday	November 10	Veterans' Day
Thursday	November 23	Thanksgiving
Friday	November 24	Thanksgiving Observed
Monday	December 25	Christmas

B. ADMINISTRATIVE OFFICE WEEKS

July 31-August 18

December 25-29

C. CONFERENCES

Pennsylvania Conference of State Trial Judges

February 23-24

July 27-28

Washington County Bar Association Bench/Bar Conference

January 20

August 4-6

The Washington County Board of Judges is invited to attend the conferences for educational purposes and participation with the Washington County Bar Association. In the event a judge does not attend, he/she shall be available for Motions Court and any emergencies in the judicial district.

V. PUBLIC SCHOOL DISTRICTS

For the purpose of expediting this area of court business, matters affecting a public school district shall be brought to the judge assigned to hear those matters, except as follows:

1. Civil matters in which a jury trial is requested;
2. Tax Assessment Appeals; and
3. Eminent Domain

The following assignments are made for the calendar year 2017:

President Judge Emery	Beth Center; Washington
Judge DiSalle	Fort Cherry; Canon-McMillan
Judge Gilman	Avella; Burgettstown; Ringgold
Judge Costanzo	Bentworth; McGuffey; Peters
Judge Lucas	Trinity; Intermediate Unit & Vo-Tech
Judge Faldowski	Chartiers-Houston; Charleroi; California

VI. JUDGE OF THE TERM - CRIMINAL

For the year 2017, Criminal Trial responsibility has been primarily assigned to Judge Gary Gilman and Judge Michael Lucas. Preliminary matters on criminal cases shall be disposed of pursuant to Administrative Regulation 1992-01, Assignment of Criminal Motions. The following schedule is established for matters that do not fall within the scope of assignment under Administrative Regulation 1992-01:

January	-	Judge Lucas
February	-	Judge Gilman
March	-	Judge DiSalle

April	-	Judge Lucas
May	-	Judge Gilman
June	-	Judge DiSalle
July	-	Judge Lucas
August	-	Judge Gilman
September	-	Judge DiSalle
October	-	Judge Lucas
November	-	Judge Gilman
December	-	Judge DiSalle

All Fast-Track Appeals shall follow the above rotation.

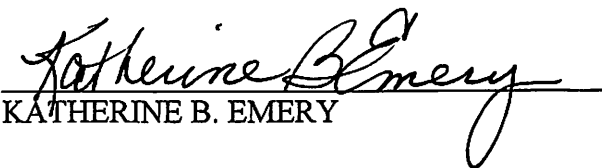
All cases in which a driving under the influence charge is the highest graded offense are assigned to Judge John F. DiSalle for disposition; if the case is not resolved by a plea or dismissal, the case shall remain with him for trial or to reassign at his discretion.

All petitions requesting modification of bond for a criminal defendant in unassigned cases shall be presented to the Judge assigned to pre-trial services. In criminal cases assigned to a Judge, request for modification of bond shall be presented to that Judge. No bond shall be modified unless the defendant has been assessed by pre-trial services, absent exigent circumstances.

Petitions to enforce payment for restitution or to revoke probation or parole for failure to pay restitution shall be presented to the sentencing judge. If the sentencing judge no longer hears criminal cases, the petition shall be presented to the criminal motions judge.

VII. COVERAGE

With respect to all of the foregoing assignments, when a Judge is unavailable due to vacation, illness, conferences, etc., he/she shall be responsible for ensuring coverage and shall notify the President Judge and the Court Administrator.

 P.J.
 KATHERINE B. EMERY