

**IN THE COURT OF COMMON PLEAS  
PROBATE DIVISION  
CUYAHOGA COUNTY, OHIO**



**CASE NO.:** 2020 MSC 251114

**JUDGMENT ENTRY**

The administrative orders dated March 16, 2020 issued in response to the COVID-19 Public Health Crisis remain in effect and are incorporated herein by reference.

The Probate Division of Cuyahoga County Court of Common Pleas makes the following Findings of Fact:

1. On April 30, 2020, the Ohio Department of Health issued a Director's Stay Safe Ohio Order regarding the Director's Order that Reopens Businesses, with Exceptions, and Continues a Stay Healthy and Safe at Home Order.
2. This order provides that employers "should strongly encourage as many employees as possible to work from home by implementing policies in areas such as teleworking and video conferencing, subject to the discretion of the employer."
3. The order further provides for the use of facial masks, with limited exceptions, for visitors and employees. In line with this Order and all previous orders issued by the Governor, the Ohio Department of Health and the Ohio Supreme Court, the Cuyahoga County Court of Common Pleas, Probate Division, will continue to implement the measures established by the orders of March 16, 2020 and additional measures.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED:

1. The Court shall attempt to minimize the social interaction of litigants, attorneys, witnesses, jurors, law enforcement personnel, and judicial personnel by continuing to conduct proceedings, to the extent practicable, by remote video, telephonic or other available technological means.
2. The Court will continue to operate remotely as much as possible and will remain available by telephone for any public inquiries.



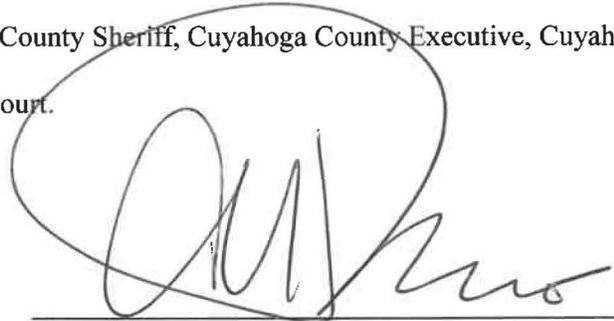
3. All mediations will be held by remote technology or telephone conference unless otherwise approved by the Court.
4. The Probate Clerk's Office shall conduct business in their office with personnel as determined by the Presiding Judge as Ex-Officio Clerk, and shall continue to conduct the receipt of filings or other transactions only by U.S. mail, electronic filing or other designated methods determined by the Presiding Judge.
5. The Probate Court is open only to individuals who are parties or who have received a hearing notice and their attorneys (who have notified the Court of their representation) on a case set for hearing at a specific date and time, which is not scheduled to be conducted remotely.
6. All individuals, including Court judicial officers and personnel, desiring to enter the courthouse will be subject to available health screening or testing and may be excluded from admission based upon the results of such screening or testing.
7. Employees of the court not on duty in the courthouse shall work, to the extent possible, remotely, and in accordance with the directives of their supervisor or the Administrative Judge and in compliance with the safety directive of the Ohio Department of Health.
8. Based upon recommendations from Responsible RestartOhio, all individuals entering the courthouse must: wear a face covering while they are in the courthouse; observe social distancing requirements (no less than 6 feet away from any other individual); and maintain good hygiene including hand washing and sanitizing.
9. Any Court employee who exhibits signs of illness must notify Court Administration by telephonic or electronic mail and shall not come into the courthouse or report for duty.
10. Any individual in the courthouse who exhibits signs of illness shall be directed to leave the building immediately and seek medical advice before being permitted to re-enter the building at a later date.
11. This Order supersedes and amends any conflicting provisions of the March 16, 2020 orders. All non-conflicting provisions of those Orders remain in effect.

12. This Order is effective on May 25, 2020, will be reviewed on a weekly basis and will remain in effect until the expiration of the Executive Order 2020-01D “Declaring a State of Emergency” or June 30, 2020, whichever is later, or as otherwise modified by order of this Court.
13. This Order shall be served on the Supreme Court of Ohio, Ohio Judicial Conference, Cleveland Metropolitan Bar Association, Cuyahoga County Sheriff, Cuyahoga County Executive, Cuyahoga County Council, and the website of this Court.

**IT IS SO ORDERED.**

DATE

5/21/20

A handwritten signature in black ink, appearing to read 'Anthony J. Russo', is written over a horizontal line. The signature is enclosed within a large, hand-drawn oval.

**JUDGE ANTHONY J. RUSSO,  
ADMINISTRATIVE AND PRESIDING JUDGE**