

IN THE COURT OF COMMON PLEAS OF LYCOMING COUNTY,  
PENNSYLVANIA

FILED  
LYCOMING COUNTY  
2018 NOV 16 AM 10:10  
JAMES H. FEDELL  
PROCLAMATORY  
COURT

IN RE: :  
: MD-18-00006  
SERVICE ANIMALS IN :  
COURT FACILITIES : SERVICE ANIMAL POLICY  
:

ADMINISTRATIVE ORDER

AND NOW, this 15<sup>th</sup> day of November, 2018, the Lycoming County Courts, being committed to ensuring that all court facility visitors, including those who are assisted by service animals, are able to fully access and enjoy the benefits of our court facilities and also committed to ensuring the safety and well-being of both persons and animals within the court facility, IT IS HEREBY ORDERED AND DIRECTED that the following policy with regard to service animals in court facilities (hereafter referred to as "Service Animal Policy") is adopted by the Courts of Lycoming County, Pennsylvania, (hereafter referred to as "Court").

1. POLICY:

It is the policy of the Court to prohibit discrimination against any individual who has a disability, including those who require the assistance of a service animal, in accessing or participating in judicial proceedings or other Court services, programs, or activities.

2. DEFINITIONS:

"Service animals" are defined as dogs that are individually trained to do work or perform tasks for people who have disabilities. Examples of such work or tasks include guiding a person who is blind, alerting and protecting a person having a seizure,

reminding a person who has a mental illness to take prescribed medication, calming a person who has Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service animals are working animals, not pets. The work or task a dog has been trained to provide must be directly related to the person's disability. Animals whose sole function is to provide comfort or emotional support do not qualify as service animals under the Americans with Disabilities Act.

### 3. SCOPE:

The term "court facility" refers to the Lycoming County Courthouse at 48 West Third Street, Williamsport, Pennsylvania, and all Lycoming County magisterial district judge offices, wherever they may be located.

### 4. WHEN SERVICE ANIMALS MAY BE REMOVED OR EXCLUDED FROM A COURT FACILITY OR PROGRAM:

Service animals may only be excluded from a court facility when the animal's behavior poses a direct threat to the health or safety of others. Examples of such behavior include, but are not limited to, a dog that is demonstrating aggressive behavior; a dog that is out of control and the handler cannot or does not regain control; or a dog that is not housetrained. Service animals may also be excluded where the presence of a service animal fundamentally alters the nature of a program or activity, or is disruptive.

Animals that do not meet the definition of "service animal" DO NOT QUALIFY for admission to a court facility. Persons requesting the use of a comfort or emotional support animal may, at the Court's discretion, be provided the assistance of the Court's own facility dog.

### 5. RESPONSIBILITIES AND DUTIES OF COUNTY STAFF:

The Sheriff of Lycoming County, deputy sheriffs, and Court staff are authorized to enforce this order, including requesting that an animal be immediately removed from the court facility.

If the work or tasks that the animal is trained to perform are not readily apparent, the Sheriff of Lycoming County, deputy sheriffs, or Court staff may ask if the service animal is required for a disability and what work or task the service animal has been trained to perform. The Sheriff of Lycoming County, deputy sheriffs, or Court staff are not permitted to ask about the nature of the person's disability, require a special identification card, or require that the animal be licensed or certified.

6. NOTICE OF POLICY:

The Lycoming County maintenance department shall post signage at the front doors of the Courthouse and all magisterial district judge offices, clearly visible to all visitors, that reads substantially as follows:

SERVICE ANIMALS ONLY

Dogs, pets, and other animals, trained or untrained, whose sole function is to provide comfort, companionship, or emotional support do not qualify as service animals under the law and are not permitted in this court facility.

The Lycoming County Courts provide reasonable accommodation to those who have disabilities.

By the Court,



Honorable Nancy L. Butts, President Judge

cc: Nancy L. Butts, President Judge  
Marc F. Lovecchio, Judge  
Joy Reynolds McCoy, Judge  
Eric R. Linhardt, Judge

Christian D. Frey, Magisterial District Judge  
Jon E. Kemp, Magisterial District Judge  
Jerry C. Lepley, Magisterial District Judge  
Allen P. Page III, Magisterial District Judge  
William C. Solomon, Magisterial District Judge  
Gary A. Whiteman, Magisterial District Judge  
Mark Lusk, Sheriff  
Matthew McDermott, Director of Administration  
Ken George, Director of Maintenance  
Adrienne J. Stahl, District Court Administrator  
Lycoming Law Association  
Gary L. Weber, Lycoming Reporter