



Standard Operating Procedures

for

Judge John T. McVay Jr.

In Compliance with the Fifth Judicial District Emergency Operations Plan

Judge McVay and his staff hope you are well and encourage you to stay safe. We will continue to work remotely until the termination of the Judicial Emergency and everyone is safe!

This interim procedure expresses our collective best effort to facilitate your case through advanced communication technology such as conference calling and video conferencing. We reserve the right to prioritize cases and promise to do the best we can under difficult circumstances. We will continue to encourage consent agreements and will do our best to hold conciliations and hear argument on motions in a timely fashion.

- **Procedures for the Allegheny County “Save Your Home” Program**
 - Sheriff Sales in June and July were continued until August and September 2020 ○ The Court will do everything it can to accommodate all parties in these uncertain times and recognizes attorney requests for more court time in anticipation of the economic consequences to homeowners.
 - The April 14, 2020 conciliations were rescheduled to August 11 and 13, 2020 due to the current judicial emergency. **The August 11 and 13 conciliations will be held remotely via advanced communication technology.**
 - Concerns or questions from Homeowners regarding their case should be directed to the SYH Program Hotline at 1-866-298-8020.
 - Attorneys may continue to contact Amy via email at amcvay@alleghenycourts.us with any Motions to Discontinue and End or requests for conciliations.

- **Procedures for all other cases, including specially assigned cases, and Complex Construction Litigation Cases.**

In order to contact the Court please email the following law clerk:

Eric Efinger, Esq.
eefinger@alleghencourts.us

Mr. Efinger will direct you appropriately depending on your issue/concern.

- Email is preferred at this time as regular mail is not accessible. In the event email is not accessible to you, please contact our chambers at 412-350-3779 and someone will return your call.
- When communicating with the Court via email, **ALL** parties must be included on the email unless directed otherwise.
- Please send all documents in PDF or Microsoft Word format. **Proposed Orders should be attached separately in Microsoft Word format to allow editing by the Court.**
- **ALL DOCUMENTS MUST INCLUDE ATTORNEY CONTACT INFORMATION INCLUDING EMAIL ADDRESS.** If a party does not wish to place its personal (rather than law firm) contact information on a document, the party shall place it in the email to Mr. Efinger. Cell phone numbers are greatly appreciated!

If a party has concerns or needs clarification about scheduling in their case they should notify Mr. Efinger.

PLEASE STAY SAFE.

