## FOR IMMEDIATE RELEASE

Contact: Mac Young

**District Court Administrator** 

620-232-0310

Pursuant to Supreme Court Order 2020-PR-54, Crawford County District Court (Pittsburg) will reopen its Court Clerks office by appointment only beginning Monday, June 15, 2020. The following procedures will be utilized:

- Access to the clerks office will begin by appointment only by calling 620-231-0380 or by e-mail at <u>crawcoclerks@11thjd.org</u>. This information will also be posted on the front doors of the Crawford County Judicial Center located at 602 N. Locust in Pittsburg. Only the person requesting the appointment will be allowed in unless prior arrangements are made.
- 2. Upon arrival each person must wear a face mask, if you do not have one, one will be provided for you; you must continue to wear a mask for the entire time that you are in the building.
- 3. Each person will be directed by security staff to answer a series of questions regarding COVID-19 symptoms and some travel destinations. If any person answers "yes" to any of the questions, the person will be denied access to the Judicial Center.
- 4. After each appointment in the District Court Clerks Office, janitorial staff will clean and sanitize in a manner consistent with the recommendations of the Centers for Disease Control.

The current situation is one that presents challenges to the Court's normal operating procedures. We are looking to all the ways in which we might temporarily alter those procedures to minimize risk while still focusing on the Court's core responsibilities. We appreciate the cooperation and patience of the public as we work to implement these changes in procedure.