

TO: DL EVERYONE NON-JUDICIAL

CC: DL JUDICIAL OFFICERS

Hello Everyone,

I hope this update finds you well and safe.

This afternoon's update will be quite brief, as there are no significant court operational changes planned for next week after the Memorial Day holiday this weekend.

Early next week I will send out a separate email that addresses budget and safety issues in more detail, as we begin to gear up for likely substantial budget cuts in the fiscal year starting July 1, and as we continue to gear up for resuming jury trials.

1. Calendars and Facilities

For all courtroom calendars for next week, see this link:

<http://icourt/Divisions/CS/WeekAtGlance.aspx>

We will continue to move forward with our ongoing efforts to add new "health and safety infrastructure" to all courthouses – including plexiglass dividers, face shields, signage, etc.

A group of attorneys will also be touring the Salinas Courthouse on Tuesday morning to see the safety measures we have put in place.

2. Staffing

As noted in last week's update, starting June 1, all staff will be deemed essential and will be expected to be available to work their normal schedule, and administrative leave will no longer be granted. Please consult with HR in advance to determine if you qualify to take FFCRA leave. (You can find information on FFCRA leave on the Staff Information page on the Court's website: <https://www.monterey.courts.ca.gov/additional-information> .) Staff who can continue to complete their daily work remotely will continue to do so, at the discretion of their manager or supervisor.

3. Workplace Precautions

As we continue to increase court operations and see greater numbers of courthouse visitors, adherence by all court personnel to workplace safety precautions and guidelines will become even more important. **That includes especially the requirements for all court personnel to wear face masks/coverings and maintain adequate social distancing, as required by the orders of the Monterey County Health Officer.** More specific information on this will be provided in the follow up email early next week.

Thank you all – and I wish everyone a safe and restful Memorial Day weekend.

Chris Ruhl

Executive Officer

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