## ADMINISTRATIVE ORDER 2022-06 RE: EMPLOYEE ADMINISTRATE LEAVE ON NOVEMBER 25, 2022

The courts in the 7th Judicial District occupy buildings operated by the counties in the District. The counties in the 7th Judicial District are closed for operations on Friday, November 25, 2022, the day after Thanksgiving. As a result of the county closures, the buildings occupied by the 7th Judicial District are also closed to the public and no court security will be present.

In an effort to conserve county resources, and for the most efficient operation of the courts, employees of the 7th Judicial District will receive administrative leave and will not be required to report to work on November 25, 2022. Limited court staff and the Judicial Officer on-call will facilitate criminal advisements by WebEx with the jails in the 7th Judicial District on November 25, 2022.

Dated and effective this the 1st day of September 2022.

BY THE COURT:

. Steven Patrick

Chief Judge

XC: 7<sup>th</sup> JD Judges 7<sup>th</sup> JD Clerks of Court 7<sup>th</sup> Judicial District Chief Probation Officer