

**ADMINISTRATIVE ORDER 2020-26 RE: EMPLOYEE ADMIN DAYS NOVEMBER AND DECEMBER 2020**

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Since early this year, our country, our state and our judicial district have struggled in the face of the unrelenting Novel Coronavirus (COVID-19). Virtually every segment of our society has been impacted by this terrible disease. Across our nation, the COVID-19 pandemic has exacted a heavy toll on businesses in the private sector and governmental entities. Colorado's courts are not insulated from the impact of this virus and have necessarily adjusted our operations to provide the essential governmental services we are constitutionally required to provide, while striking a balance between fulfilling our responsibilities and promoting public safety. As of November 23, 2020, there are over 2,000 cases of COVID-19 throughout the counties in the 7th Judicial District. All counties in the District are in at least yellow, some orange in one county likely to transition to red this week on the Colorado Department of Health and Public Environment color coded dashboard.

The courts in the 7th Judicial District occupy buildings operated by the counties. The counties in the 7th Judicial District are either closed or on reduced hours of operations on Friday November 27, 2020, the day after Thanksgiving, and Thursday December 24, 2020, Christmas Eve.

In an effort to conserve county resources and extend the amount of time employees are not in courthouse facilities and in contact with one another, employees of the 7th Judicial District will receive administrative leave and will not be required to report to work on November 27, 2020 and December 24, 2020. Limited court staff will facilitate criminal advisements by WebEx with the jails on these days.

Dated and effective this the 23rd day of November 2020.

BY THE COURT:

  
J. 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