



# MEDINA COUNTY COMMON PLEAS COURT

## Probate and Juvenile Divisions

93 Public Square, Room 104, Medina, Ohio 44256

KEVIN W. DUNN  
Judge

MEDIA RELEASE  
November 6, 2020

## Medina County Probate, Juvenile Court to Enact Temporary Public Service Hours

MEDINA – This year has been a series of challenges followed by process and procedure alterations in order to adapt to the pandemic. The month of November is no different. While there are many exciting projects to look forward to in the coming months, temporary measures must be enacted to continue an efficient flow of productivity to better serve the public. That is why the Medina County Probate and Juvenile Court will temporarily be altering its hours of public access to the Court. Phone calls and in-person counter service will be available 8:30 a.m. until 4:00 p.m. beginning November 16, 2020.

“COVID-19 has not been a walk in the park for anyone,” Judge Kevin W. Dunn said. “While our staff is resilient and has not faltered providing service to the public in a timely fashion, altered staffing levels and increased workloads have definitely had an effect on the team.”

Judge Dunn has decided to temporarily allow a half an hour at the beginning and end of each day as an uninterrupted period of time for staff to concentrate on docketing paperwork, process motions and orders, and schedule hearings.

“We have had to alter our staffing levels to follow social distancing guidelines and change some of our procedures amid the pandemic,” Judge Dunn said. “On top of that, we have training and configuration for our new case management system for employees to complete. Allowing some uninterrupted time to let them clear their desks and stay on top of their workloads will ultimately allow for better service to the public and efficient processing of paperwork.”

Medina County Probate and Juvenile Court has begun creating online trainings and informational videos for the public to view at any time on the Court’s YouTube channel, voicemails are being set up for clerks to ensure all calls and questions from the public are addressed, and virtual hearings continue via Zoom when possible to maintain social distancing.

“We will continue to be transparent with the community as we make changes to our processes and procedures,” Judge Dunn said. “I appreciate the public’s understanding and flexibility with the Court as we adapt and continue our duties to serve the public as efficiently as possible.”

-end-

*To learn more about the Medina County Juvenile and Probate Court or Court programs, visit our websites at [www.MedinaJuvenile.org](http://www.MedinaJuvenile.org) and [www.MedinaProbate.org](http://www.MedinaProbate.org).*