

Anthony Capizzi, Administrative Judge
Helen Wallace, Judge



Eric Shafer
Court Administrator

**Montgomery County Common Pleas Court
Juvenile Division**

380 West Second Street
Dayton, Ohio 45422-4240
(937) 496-7908
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DATE: March 24, 2020
TO: Family/Guardians of youth involved with MCJC Probation Services
FROM: Tricia Lucido, Director
SUBJECT: Coronavirus (COVID-19)

Dear Family/Guardians,

As you are aware, we are dealing with a constantly evolving situation regarding the novel coronavirus (COVID-19). On Tuesday, March 17th, per Governor Mike DeWine's directive, we have closed our building to the public and have suspended all non-critical, in-person probation office visits and groups, as well as all non-essential transports, home visits, and other related programming.

Probation staff are working remotely and been given guidance on how to best continue to provide your family with support and services during this difficult time. All of our probation staff will be answering phone calls and emails during regular business hours to assist you with any needs or questions. In addition, youth should be receiving frequent phone calls from your assigned Probation Officer, in some cases, daily calls and/or requests for tele-conference (Google Duo, Face Time, Skype) conversations with your youth. Supervisors will also be randomly reaching out to families to ensure quality control of our services. Please feel free to give us feedback on our current operations and how we can better serve your family during this current situation.

The Ohio Department of Health is the best resource for your questions about COVID-19, and we encourage you to check out www.coronavirus.ohio.gov, which is being updated daily by 2:00 p.m. with the latest information. If you have specific questions about coronavirus, feel free to call 1-833-4-ASK-ODH (1-833-427-5634), which is open seven days a week from 9:00 a.m. to 8:00 p.m.

Thank you for your patience as we work to prevent the spread of COVID-19. If you have any questions, concerns or feedback on how we can better serve you, please give us a call at 937-225-4162.

Sincerely,

Tricia Lucido
MCJC Probation Services Director