

IN THE IOWA DISTRICT COURT FOR THE FIFTH JUDICIAL DISTRICT

**IN RE TEMPORARY REDUCED
OFFICE HOURS FOR THE WARREN
COUNTY CLERK OF COURT'S
OFFICES**

ADMINISTRATIVE ORDER 2011 - 52

WHEREAS, the Court finds that the Warren County Clerk of Court's Office of the Iowa Judicial Branch operates with inadequate staffing due to previous workforce reductions combined with a 12 percent reduction in force resulting from Fiscal Year 2010 budget cuts that continue unabated into this year. Such stark budget shortages are causing serious workload strain across the 5th Judicial District, including in the Offices of the Clerks of the District Court. At this time the Warren County Clerk of Court's Office has multiple extended FMLA medical leave situations which will leave the office even further understaffed through mid-April 2012. The situation is further complicated by the right of staff members to take modest, earned vacation leave around the holiday season as well as the possible earned sick leave day if a staff member were to get the flu or have a personal or family emergency. Several staff members are also eligible for retirement in the next 2 to 9 months. It is not feasible to maintain the current public business hours of the Warren County Clerk of Court's Office during this time through mid- April, 2012.

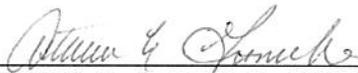
NOW, THEREFORE, IT IS HEREBY ORDERED pursuant to Iowa Supreme Court Supervisory Order, *In the Matter of Actions Taken to Reduce Judicial Branch Operating Expenses*, dated November 12, 2009, and the Court hereby provides public notice, that the new, temporary hours of the Warren County Clerk of Court's Office shall be as follows through Friday, April 20, 2012:

Mondays – open 8 a.m. to 4:30 p.m.
Tuesdays – open 8 a.m. to 2:30 p.m.
Wednesdays – open 8 a.m. to noon
Thursdays – open 8 a.m. to noon
Fridays – open 8 a.m. to 4:30 p.m.

The Court may review this matter at an earlier date if the situation warrants.

Public Notice of this order shall be provided by posting laminated copies of this Order at the doors of the Warren County Courthouse. Copies shall also be posted on or around the public counter windows of the Clerk's Office so as to be visible to the public at all times. A copy of this order shall also be posted on the Judicial Branch Website under the Fifth Judicial District's section and shall be forwarded to the Warren County Bar Association.

DATED this 17 day of November, 2011.


ARTHUR E. GAMBLE, CHIEF JUDGE
FIFTH JUDICIAL DISTRICT OF IOWA

cc: All District Court Judges – 5th District
All District Associate Court Judges – 5th District
All Senior Judges – 5th District
Elizabeth Baldwin, 5th District DCA
All Clerks of Court – 5th District
All Warren County Clerk of Court Staff Members
Warren County Board of Supervisors
Warren County Auditor
Warren County Attorney
Warren County Sheriff
Warren County Recorder
Warren County Assessor
Warren County Treasurer
Marilyn Lantz, Chief Juvenile Court Officer
Kenton Richardson, Juvenile Court Services
DHS – Service Area Administrator Pat Penning
Sally Kreamer – Director, 5th District Correctional Services
Chief Justice Mark Cady
Justice David Wiggins, Liaison Justice
David Boyd, State Court Administrator
Peggy Sullivan, Finance and Personnel Director, SCA
D5 Case Coordinators
5A Bar Association President

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WARREN COUNTY, IA
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FIFTH JUDICIAL DISTRICT COURT