



## Superior Court of California, County of San Joaquin

180 E. Weber Avenue, Ste 1306J

Stockton, CA 95202

Telephone: (209) 992-5695

*Brandon E. Riley*  
Court Executive Officer

May 19, 2020

Dear Staff,

The Court hopes that you and your families are safe and well.

We are excited to welcome the Court team back to work. To those who have continued to work during this time, thank you for your support of our critical operations. And to all, thank you for your commitment and dedication during this unprecedented time.

As you know by now, Gov. Gavin Newsom has loosened many of the restrictions in his Declaration of Emergency. The Chief Justice's Emergency order will expire soon on May 27, 2020 and the Presiding Judge's Emergency Implementation Order also expires on May 27, 2020.

Therefore, all Court Employees are expected to return to work on Thursday, May 28, 2020. We remain fully dedicated to the safety, health, and well-being of everyone – court employees, judicial officers, our justice partners, and our customers.

The Human Resources Department will send a communication to you, giving detailed guidance on leave policies, continued telecommuting and other related issues.

In order to achieve maximum social distancing of employees, managers will assign work shifts/schedules for their respective teams. Your manager or supervisor will contact you.

For those who cannot comply with the return to work expectations, effective May 28, 2020, you will no longer be paid under the temporary compensation and leave policy that was implemented on March 17, 2020. You will need to discuss with your manager or supervisor your inability to return to work and other leave options.

The world has changed, which means our processes need to adapt to ensure we continue to carry out our mission and serve our customers safely. The purpose of the Court Employee Precautions Guide and the Court's reopening guidelines is to provide employees and Court users with safety protocols and steps to take to help keep employees and the Court community safe.

The Guidelines and the Precautions are based upon guidance as provided by the Centers for Disease Control and Prevention (CDC), Department of Health and Human Services according to the Occupational Safety and Health Act (OSHA), the World Health Organization (WHO).

Superior Court Staff  
May 19, 2020  
Page Two

Most importantly, employees who are sick or showing COVID-like symptoms, are directed to alert their manager and stay home; this is the most critical method to prevent transmission of the virus.

Plans are in place to decide who returns, when, and how, with an initial focus on maximum social distancing while providing Court services as well as who can continue to work from home.

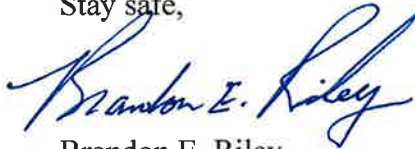
Signs and posters are installed throughout the courthouse as a reminder for such things as handwashing, hand sanitizing, and social distancing.

The Court is monitoring public health guidance regularly. Please don't hesitate to contact your manager or humans' resources with suggestions or feedback.

The Administration, HR, Security, and Facilities are all here to support you. Reach out to them as we return.

Again, thank you for helping the Court navigate this unprecedented emergency.

Stay safe,

A handwritten signature in blue ink that reads "Brandon E. Riley". The signature is fluid and cursive, with the first name being the most prominent.

Brandon E. Riley  
Court Executive Officer  
San Joaquin Superior Court

*“Successfully weathering adversity leads to greater resilience. If we do our jobs right, we may emerge more resilient than ever. If we are intentional and creative about connecting to, understanding, and addressing the emergent challenges we face. , and if we are the emotionally supportive mentors, colleagues, and friends, we can be, we can improve the lives of our communities, states, and the world.” -Tom Katsouleas*