

DOUGLAS COUNTY DISTRICT COURT

Seventh Judicial District

Judicial Center, 111 E. 11th St. Unit 5

Lawrence, Kansas 66044-2966

James R. McCabria, Chief Judge

Amy J. Hanley, Judge

Sally D. Pokorny, Judge

B. Kay Huff, Judge

Mark Simpson, Judge

Stacey Donovan, Judge

Paul Klepper, Pro Tem Judge

James T. George, Pro Tem Judge

Linda Koester-Vogelsang
Court Administrator

Douglas A. Hamilton
Clerk of the District Court

Melinda Zilliox
Chief Court Services Officer

Deborah Wright
Community Corrections Director

Mary Beth Diaz
Court Trustee

Heather Krase-Minnick
Citizen Review Board Director



Dear Prospective Juror,

We find ourselves living in extraordinary times due to the COVID-19 virus. Each of us has been affected in some way by this pandemic. There are many efforts underway within our court system, both locally and statewide. We have purposely implemented these efforts in an attempt to slow the spread of the COVID-19 virus. When you report for jury duty, you will notice significant changes in the daily operation of court functions. Our juror portal website, <https://jurorportal.douglascountyks.org/>, contains a short [video](#) the Kansas Supreme Court has created to highlight making juror health and safety our priority.

What we're doing to protect you:

- **Cleaning and sanitizing**
- **Physical distancing**
- **Symptom screening**
- **Requiring masks and providing hand sanitizer**

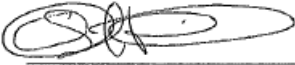
What we need you to do:

- **Wash your hands**
- **Wear a mask**
- **Tell us if you are sick**
- **Tell us if you are at high risk**

Certain health conditions, as well as contact with or travel to certain geographical areas, may result in the need to excuse or defer your jury services. Questions about the process and requests for excusals and/or deferrals should be directed to the jury clerks. Given the constant changes in health guidelines, there is a possibility your date to report for jury duty may change. **The evening before the jury service begins, please call the jury recording phone line at (785) 832-5108 after 5:00 p.m.** The recorded message will inform you whether the trial is still proceeding, and indicate whether you need to appear. If there is no answer or message, or the message is out of date, you should appear for jury duty as ordered.

We appreciate your participation in this important process and commend you for upholding your civic duty of jury service in these challenging times.

Thank you and stay safe,


Douglas A. Hamilton, Clerk of Court

