

The Investigating Unit's staffing procedure for the Friday motion calendar will be as follows: One investigator will staff the assignment room and all parties, referred to the Investigating Unit by a judge, will be brought to the assignment room by a sheriff. The investigator will gather essential information or refer the client to Family or Alcohol Counselling. The remainder of the Investigating Unit's staff will be available in their office whenever a judge needs testimony as to the contents of their reports. Otherwise, they will be preparing reports or arranging future appointments.

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CHIEF JUDGE