

**PRESS RELEASE REGARDING
BRANCH COUNTY OPERATIONS
FOR IMMEDIATE RELEASE**

Branch County officials have been working in conjunction with our Health Department to strategize on reducing exposure and spread of the Coronavirus (COVID-19) disease. In an effort to combat the spread of COVID-19 into our communities, Branch County will be implementing changes to our service delivery methods. The intent of these changes is to slow the potential spread of the virus, minimize the burden to our healthcare providers and maintain the health and safety of our employees and community members.

Effective at the close of business on Tuesday, March 17, 2020, the Branch County Courthouse Building will be closed to the public until Monday, April 6, 2020. All employees will continue to report to work and can provide services through phone or e-mail communications.

Please refer to information below to assist you with requesting services during the building closure:

Department Contacts:

In addition to services being offered only at www.countyofbranch.com, following is a listing of County Departments and a contact number for your convenience:

Contact Information by Department	Phone Number	Services/Information
COVID-19 Local Information	517-279-9561	Branch County Health Dept
Administration/Board of Commissioners	517-279-4301	Accts Payable/Payroll/HR/Pension
County Clerk	517-279-4306	Vital Records/Elections/ Court Filings
Building Department	517-279-4303	Building Permits
Circuit Court	517-279-4304	Circuit Court (Felony)
Circuit Court Probation	517-279-5122	
Commission on Aging	517-279-6565	Senior Services/Programs
District Court	517-279-4328	Misdemeanor/Civil/Traffic
Drain Commission / Dept of Public Works	517-279-4310	
Emergency Management / 911	517-278-3091	911 Calls / Emergency Planning
Equalization	517-279-4312	Taxable Values
Friend of the Court	517-279-4314	SEE BELOW
Juvenile Court	517-279-4316	
MIDC-Indigent Defense	517-279-4338	
MSU Extension	517-279-4311	4-H/Community Programming
Probate Court	517-279-4318	
Prosecuting Attorney	517-279-4319	
Register of Deeds	517-279-4320	Recording Deeds/Land Transfers
Sheriff's Department	517-278-2325	
Treasurer	517-279-4321	Taxes/Dog Licenses
Veteran's Affairs	517-279-4322	Veteran's Services

Branch County Courts:

All jury trials during this time period have been adjourned and the March jury panels for Circuit Court, Probate Court, and District Court have been dismissed and will not have to report. April jurors for Circuit Court and Probate Court can call 517-279-4323 for updated information about their service. April Jurors for District Court can call 517-279-4332 for updated information about their service. Further information regarding jury duty is available through the County Clerk's Office, 517-279-4306 or on the County Clerk's page at www.countyofbranch.com.

If a litigant has questions regarding a scheduled court appearance after March 17, 2020, or other courthouse business, they should proceed as follows:

- If represented by an attorney, contact your attorney.
- If you are an attorney, please contact the appropriate court for further direction.
- If you are not represented by an attorney, please contact the appropriate court.
- If you are scheduled to meet with District Court Probation, please contact your probation officer by phone or call 517-279-4309.
- If you are scheduled to meet with Juvenile Probation, please contact your probation officer by phone at 517-279-4316
- If you are scheduled to meet with Circuit Court Probation, please contact your probation officer by phone or call 517-279-4305.

For additional information regarding Branch County Court operations, please visit the website: www.countyofbranch.com.

Branch County Sheriff's Department:

- All on-site visits have been suspended.
- On-line video visitation will remain available for inmate visits remotely.
- All jail programs have been suspended.
- Citizens will not be able to come into the office for fingerprints, purchase permits, SOR, visitation or any other services.

Service Appointments:

Community members scheduling appointments with County Staff for services such as building inspections, Veteran's rides, or home visits will be required to complete a Screening Checklist on household respiratory symptoms and international travel. The screening will take place over the phone prior to contact with County employee(s).

FRIEND OF COURT

- Mediations, Joint meetings, hearings, including show causes, will be adjourned until after April 12, 2020.
- Conciliation conferences, status conference and pre-trials will be by telephone conference.
- While the Friend of the Court is closed to the public, parties may access information about their child support case at: <https://micase.state.mi.us/portalapp/public/login.html?execution=e1s1>
- All payments should be made via:
 - Online:
 - Michigan State Disbursement Unit (MiSDU) Website using Visa, Mastercard, American Express, or Discover at <https://www.misdu.com/secure/default.aspx>
 - Mail:
 - Personal check, money order, or cashier's check mailed to MiSDU. Please include your docket number. USPS regular mail only. MiSDU does not accept overnight payments via USPS, UPS, FedEx, DHL, etc. The address is: MiSDU, PO Box 30351, Lansing, MI 48909-7851.
 - "Pay Near Me"
 - Pay cash at CVS, 7-Eleven or Family Dollar. You'll need your social security number and your docket number to obtain a "PayNearMe" code. Visit www.misdu.com to learn more.
 - Income withholding order.