



State of Michigan  
Eighty-Second Judicial District Court  
Roscommon County Probation Department

**RICHARD E. NOBLE**  
Chief Judge

**VANESSA A. VARNER**  
Probation Officer  
**MICHELLE L. SMITH**  
Compliance Officer

Wednesday, May 6, 2020

Dear Probationer,

As the restrictions continue in Michigan due to COVID-19 pandemic, the 82<sup>nd</sup> District Court Probation Department must respond accordingly. Effective immediately, we are implementing the following procedures:

- All face to face meetings with probation remain suspended until further notice, communication with probation regarding changes, issues and questions shall occur via:
  - Mail
  - Fax (989)275-6033
  - Email [varnerv@roscommoncounty.net](mailto:varnerv@roscommoncounty.net) or [smithm@roscommoncounty.net](mailto:smithm@roscommoncounty.net)
  - Text message (989)272-9197\*\*Please note: Calls cannot be accepted on this number\*\*
  - Phone calls cannot be accepted on the (989)275-8668 line until we are open to the public.

***DO NOT REPORT IN PERSON!***

- You continue to be required to comply with all terms and conditions of probation. You **MUST** continue to check in for testing and test the same day you are told to test.
- All monthly reporting shall be done by mail, email or fax or dropped in the collection bin at the front door of the municipal building on the included document. This must be submitted by the 14<sup>th</sup> of each month. You are being provided two copies, it is your responsibility to make copies or go to the 82<sup>nd</sup> District Court-Probation website to print more. <http://roscommoncounty.net/154/82nd-District-Court>
- If you have been ordered as a condition of your probation to attend support meetings. You must continue to attend those meetings virtually and maintain proof of attendance. Meetings can be attended via Zoom as some are already in this area or via online platform at: [stepchat.com](http://stepchat.com) [smartrecovery.org](http://smartrecovery.org) [onlinegroupaa.com](http://onlinegroupaa.com)  
**\*\*Confirmation of meeting attendance must be submitted with report sheet\*\***
- If you fall within the higher risk population (Over the age of 60 or have a serious chronic medical illness) you are encouraged to stay home. Please reschedule any treatment sessions, community service work, and other education programs during this time. If any appointments are able to be done virtually or by phone please do this to continue your support & compliance during this time. Communicate with the probation department regarding any issues you may come across regarding this.
- All payments on your case can be paid by check or money order mailed to

82<sup>nd</sup> District Court, 500 Lake Street, Roscommon, MI 48653

Or online by going to [roscommoncounty.net](http://roscommoncounty.net) → Online Payments → 82nd District Court Fees (3% fee will be assessed)

If you have any questions regarding this letter please contact the probation department via email, mail or text. For more information regarding COVID-19 go to [cdc.gov/coronavirus/](http://cdc.gov/coronavirus/).

Respectfully,

Vanessa A. Varner