

March 25, 2020

Dear Dirksen Courthouse Occupants and Probation Office Employees:

Earlier today, I learned that three employees who work in the John C. Kluczynski Federal Building have tested positive for the COVID-19 virus. The United States Probation Office is located on the 34<sup>th</sup> floor of the Kluczynski Building; at this time, there has been no report that any Probation Office employees have tested positive. We understand that GSA is conducting a detailed cleaning of the impacted areas of the Building.

As before, I am passing this information along not to alarm you, but to remind you that we all need to exercise great care in any interaction. Do comply with the Governor's "stay at home" order if you can. You should continue to monitor yourselves for symptoms associated with the virus and contact your healthcare provider with any questions.

All best wishes to you.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca R. Pallmeyer". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Rebecca R. Pallmeyer  
Chief Judge, United States District Court  
Chair, Dirksen Courthouse Building Security Chair