

MEDINA COUNTY COURT OF COMMON PLEAS PROBATE & JUVENILE DIVISIONS



SPRING 2026 NEWSLETTER



One of the things I pride myself on as a judge in Medina County is my dedication to keep our Court ever evolving and moving forward. I try to set an example for my staff that we must keep our minds open to learn and adapt to new laws, new rules, new technology, new programs, and new coworkers. The Court can never become complacent in how we do things. The day we do is the day we stop positively serving this community.

This past month, I attended orientation for the Ohio Judicial College Board of Trustees. I was honored to be nominated to represent the Ohio Association of Juvenile Court Judges. In my role, I will help determine what training and courses will be offered to fellow judges in our state so that they can continue to move their own courts forward. I hope my dedication to adapting to changes translates well into the work I do with the Board.

In Medina County, we are growing with a new CASA branch. We anticipated hiccups as we rolled out this program and began training volunteers, but it is going smoothly and will be a great benefit to the children of Medina County. I'm grateful for the dedication everyone has put into the program thus far.

Physically, the courthouse is growing. Medina Municipal Court will be moving in shortly. With that move comes an increased demand for parking and a higher strain on security checkpoints. The courthouse is prepared to adapt to life with our new neighbors, but it impacts the community and courthouse guests as well. On Page 7, we've detailed where public parking is available. Keep in mind that whatever lot you park in may create a greater distance from the front entrance, and there may be slightly longer waiting times to pass through security. This is to ensure the safety of everyone in the courthouse, so please, give yourself ample time to arrive to Court for your hearings or meetings. We appreciate your patience.

I look forward to sharing all the improvements and updates that lie ahead for Medina County Probate and Juvenile Court.

Sincerely,

Judge Kevin W. Dunn

IN THIS ISSUE:



Judicial College
Board of Trustees



CASA Volunteers
Sworn In



Judge Dunn Attends
Senior Expo



Meet new Juvenile
Deputy Clerk

“Learning and innovation go hand in hand. The arrogance of success is to think that what you did yesterday will be sufficient for tomorrow.” – William Pollard

JUDGE KEVIN W. DUNN JOINS SUPREME COURT OF OHIO JUDICIAL COLLEGE BOARD OF TRUSTEES

Judge Kevin W. Dunn was installed to the Supreme Court of Ohio Judicial College Board of Trustees for a term running from January 1, 2026 until December 31, 2028. He attended orientation on March 13 in Columbus, Ohio. Nominated to represent the Ohio Association of Juvenile Court Judges, Judge Dunn will assist the Board with providing guidance on continuing legal and professional education for judges, magistrates, acting judges, and non-judicial court personnel. This education ensures that all jurists and court personnel of the state are provided the training and education to maintain professional competence and conduct. Ultimately, this leads to the effective administration of justice for all Ohioans.

“As Judge, it is my duty to run a purposeful and trusted court for our community,” Judge Dunn said. “To do that, I need to constantly expand my knowledge on topics like mental health, substance abuse, access to justice, and fairness. I am honored to have been chosen to sit on the Board that provides guidance and education for others throughout the state to do the same.”

According to Rule IV of the Supreme Court Rules for the Government of the Judiciary, each full-time judge, part-time judge, and retired judge shall

complete a minimum of forty credit hours of continuing legal education for each two-year period on subjects devoted to the law and judicial administration.

As part of the required 40 hours, each judge shall complete a minimum of ten credit hours of instruction offered by the Supreme Court of Ohio Judicial College. In addition, each newly appointed or elected judge must complete the New Judges Orientation Program curriculum developed by the Judicial College.

“I’m dedicated to continually improve my own competence and professionalism, and adapt to new procedures through education,” Judge Dunn said. “I hope that translates to the assistance and guidance I provide as a member of the Judicial College Board of Trustees.”



CASA VOLUNTEERS SWORN IN



In February, Judge Dunn swore in Medina County's first-ever CASA volunteer class, marking an important milestone for child advocacy in the community. These volunteers are dedicated to advocating for the best interests of children involved in family court due to abuse or neglect.

Court Appointed Special Advocates (CASA) work alongside legal and child welfare professionals, educators, and service providers to ensure judges have the most complete and accurate information when making decisions for each child. By serving as an independent voice, CASA volunteers help provide clarity and insight into each child's unique circumstances.

CASA of Medina County operates as a program of The Children's Center of Medina County and joins 47 other local CASA programs serving children across 62 counties in Ohio. The mission of CASA is to promote consistency and stability for children throughout the duration of their court involvement.

Through a collaborative, community-based approach, volunteers connect with children, family members, and teachers to compile detailed reports that are presented to Judge Dunn to help determine what is in the child's best interest.

**CHANGE A
CHILD'S STORY.™**

To become a CASA volunteer, individuals must be at least 21 years old, pass a criminal background check, complete 30 hours of pre-service training, and commit to 12 hours of continuing education annually. Upon completion of their training, volunteers are officially sworn in and begin fulfilling their role within the program.

These newly sworn-in volunteers represent a meaningful step forward in strengthening Medina County’s child advocacy efforts and ensuring that vulnerable children have a dedicated voice in the court system.

WANT TO LEARN MORE
ABOUT CASA
VOLUNTEER WORK?

GET IN TOUCH:
OFFICE: 246 NORTHLAND DRIVE,
SUITES 116/117
MEDINA, OH 44256
MAILING: 724 E. SMITH ROAD
MEDINA, OH 44256
PHONE: 330.304.7233
EMAIL:
EGROHE@MEDINACOUNTYCHILDRENSCENTER.ORG





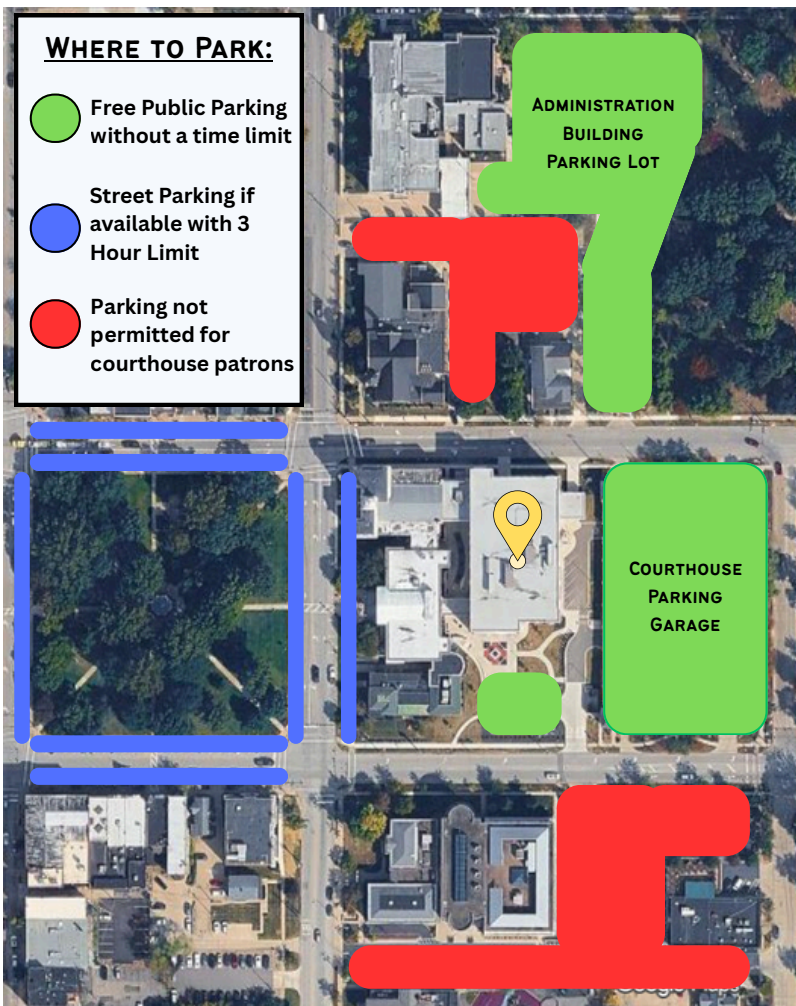


NEW NEIGHBORS! MEDINA COUNTY MUNICIPAL COURT IS MOVING

The Medina County Municipal Court will be moving to the 1969 Courthouse building, located right off Medina Square. This renovation project will create a centralized location for Medina County Courthouses, improving accessibility and efficiency for the community.

The goal is to renovate the historic building in a way that preserves its past while creating a space for new history to unfold. As demand continues to grow with today’s larger population, this updated facility will better serve the public, with hopes of being ready for use by the summer.

Visitors are encouraged to plan ahead for parking and allow extra time to pass through security prior to their scheduled hearings.



COURT CLOSINGS ARE ALSO POSTED TO OUR WEBSITE WWW.MEDINAPROBATE.ORG.

WHAT TO EXPECT WHEN YOU COME TO COURT

BEHAVIOR IN COURT

The Court is a serious and dignified place. You must behave accordingly. Respect is to be paid to the Judge, Magistrates, and all Court personnel.

- When the Judge or Magistrate enters the courtroom, you should stand up until you are told to be seated.
- You must be quiet and attentive in Court.
- Speak only when directed to do so by the Judge or Magistrate.
- Keep in mind that the proceedings are recorded on audiotape, so please speak clearly.
- Chewing gum, food, and beverages are not permitted in the courtroom.
- Be on time.

APPROPRIATE ATTIRE

- If your appearance is not considered appropriate by the Judge or Magistrate, you will be sent home and ordered to appear at another time.
- Modest, clean, and appropriate clothing is required.
- Do not wear shorts, flip flops, midriff tops, mini skirts, tube tops, torn jeans, or t-shirts with offensive graphics.
- Remove all facial piercings before coming to Court.

WHAT THE CLERK CAN DO FOR YOU

- Help you understand how the Court works
- Answer questions about Court procedures
- Help to find information regarding your case
- Answer questions regarding monies owed to the Court
- Direct you to other agencies who can provide assistance
- Direct you to where you have to appear in Court



WHAT THE CLERK CAN NOT DO FOR YOU

Please note the staff of the Medina County Probate and Juvenile Court is prohibited by law (Ohio Revised Code Section 4705.07) from providing legal advice.

Providing legal advice, no matter how small, can result in criminal charges for staff including fines and jail time.

- We cannot tell you what forms to fill out based upon your circumstances. If you ask for a specific form, the court can provide that to you.
- We cannot tell you how to fill out a form but can check the form to make sure all areas are filled out completely before filing.
- We cannot tell you what to file or how to file with the exception of letting you know that a form is incomplete, not properly signed, or requires a filing fee.
- We cannot tell you whether or not you must appear at hearing. That information is contained in the hearing notice or court order
- We cannot tell you what type of case to file based upon your specific circumstances.

CONSULT AN ATTORNEY

If you would like to consult an attorney, please call the **Medina County Bar Association** at (330) 725-9794 or **Community Legal Aid** at (800) 998-9454

INTERESTED IN BECOMING AN APPOINTED COUNSEL? HERE'S HOW

RETURN ALL COMPLETED APPLICATIONS TO:

JENNIFER MOORE,
COURT ADMINISTRATOR
MEDINA COUNTY
PROBATE AND JUVENILE COURTS
225 E. WASHINGTON ST., 4TH
FLOOR
MEDINA, OHIO 44256

• IN ACCORDANCE WITH OHIO ADMINISTRATIVE CODE 120-10, ALL ATTORNEYS MUST MEET SPECIFIC QUALIFICATIONS TO ACT AS APPOINTED COUNSEL. SUP. R. 48 REQUIRES SPECIFIC TRAINING FOR GUARDIANS AD LITEM AND SUP. R. 66 REQUIRES SPECIFIC TRAINING TO ACT AS GUARDIAN OF A PERSON.

• SHOULD YOU DESIRE TO BE PLACED ON THE COURT'S APPOINTED COUNSEL, GUARDIAN AD LITEM OR PROBATE GUARDIAN LISTS, PLEASE COMPLETE THE APPLICATION AND SELECT THOSE CASES FOR WHICH YOU MEET THE QUALIFICATION AND ARE WILLING TO ACCEPT.

• PLEASE NOTE THAT THE QUALIFICATIONS FOR APPOINTED COUNSEL ARE EITHER THE TRAINING OR THE REQUIRED EXPERIENCE, YOU DO NOT NEED BOTH.

• COMPLETE THE OPERS INDEPENDENT CONTRACTOR ACKNOWLEDGMENT FORM AND W-9.

JUDGE DUNN AND STAFF ATTEND BRUNSWICK SENIOR DAY EXPO



On April 1st, Judge Dunn attended the Senior Health and Wellness Expo at the Brunswick Rec Center. This event provides seniors with the opportunity to connect with organizations that support older adults in areas such as health, housing, financial planning, and medical services.



Judge Dunn's participation highlights an important example of community outreach, helping improve accessibility to resources for vulnerable populations throughout Medina County. More than 300+ attendees had the opportunity to ask questions pertaining to Probate & Juvenile matters.

Q&A

WITH OUR NEWEST TEAM MEMBER



**KRISTEN SCHILLING,
JUVENILE DEPUTY CLERK**

Q. What made you want to work for Medina County Juvenile/Probate Court?

A. I have grown fond of Medina Square since moving to the Copley area in 2020 and working in Juvenile Court has always been my passion. I was excited to put those two together to work for Medina County Juvenile Court!

Q. What is one thing you hope to accomplish during your time here?

A. I hope to be able to add my experience and knowledge to the Court while things grow and adapt to the changing times. There is always more to learn so I also hope to continue to learn and grow personally as well.

Q. If you have one, what is the most interesting or fun item in your workspace?

A. I enjoy a fun workspace since we spend so much time at work. I haven't brought in a lot yet but I do have a tiny Woodstock stuffy that belonged to my high school choir director. It was gifted to me upon her passing and it helps me to never forget her and the good times we had as a group back then.

Q. What do you like to do best in Medina County?

A. I think our favorite past time here is shopping and spending time on the square. Cool Beans café has been one of my favorites even long before I moved to this area.

Q. Do you have a positive habit you've developed that helps you be most productive at work?

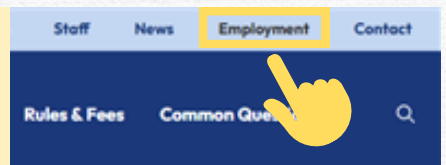
A. I enjoy making lists to keep myself on track. When I am able to cross off each line item, I can release any stress and move on to the next. I carry this into my personal life as well.

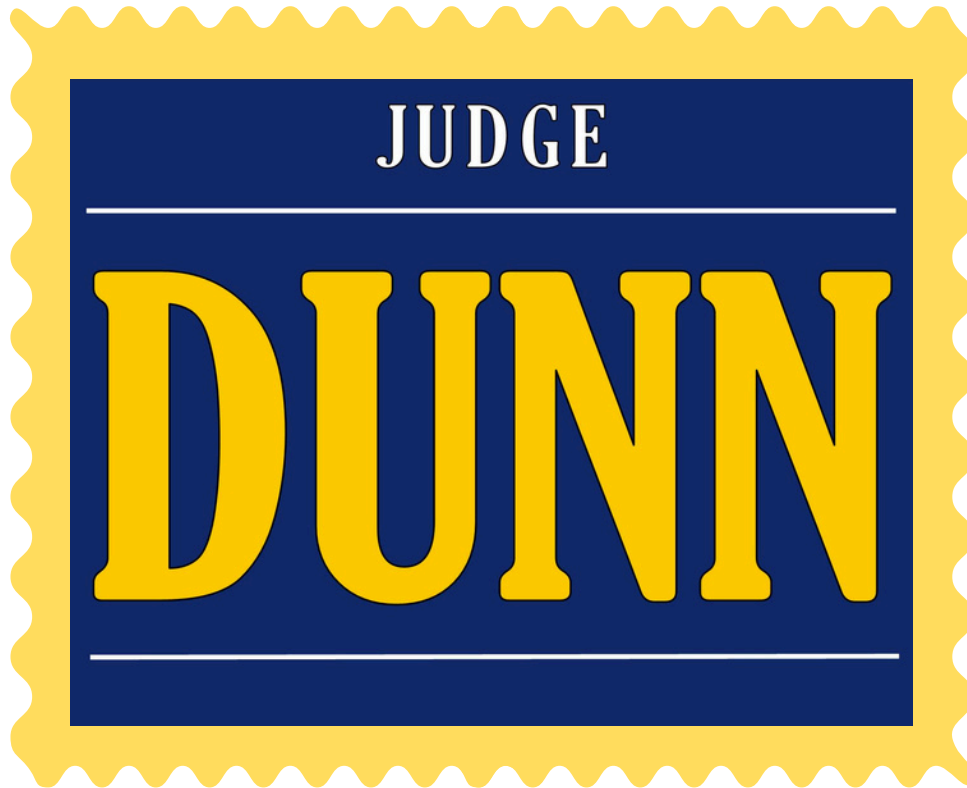
Q. Do you have a favorite quote? If so, what is it?

A. There are so many quotes I could use. One of my absolute favorites though has to be: "Happiness can be found in the darkest of times, if one only remembers to turn on the light."

EMPLOYMENT OPPORTUNITIES:

You can view all available positions with Medina County Juvenile and Probate Court by visiting the Employment Tab on our website at www.medinaprobate.org





CONTACT US

MEDINA COUNTY COURT OF COMMON PLEAS,
PROBATE & JUVENILE DIVISION
225 E. WASHINGTON ST, 4TH FLOOR
MEDINA, OH 44256

MEDINA COUNTY PROBATE COURT
PHONE: (330) 725-9703
FAX: (330) 725-9119

JUVENILE BACKGROUND CHECKS
PHONE: (330) 764-8714

MEDINA COUNTY JUVENILE COURT
PHONE: (330) 725-9709
FAX: (330) 725-9173

MEDINA COUNTY JUVENILE DETENTION
CENTER
PHONE: (330) 764-8408
FAX: (330) 764-8412

JUVENILE PROBATION DEPARTMENT
PHONE: (330) 725-1860
FAX: (330) 764-8718

WEBSITE:
WWW.MEDINAPROBATE.ORG