

April 8, 2004

Dear Glen Cove Panelist,

Judge Richard Mc Cord and I recently had occasion to discuss the assignment of 18B cases in the Glen Cove City Court. He advised me that personnel in the court frequently have difficulty locating certain 18B attorneys and that, consequently, those attorneys do not receive assignments.

If you wish to be considered for assignments in the Glen Cove City Court, you should call Chief clerk Heddy Amstel at 676.0109 and advise her of when and where you can be reached on a moment's notice, including weekends and holidays. If the court is unable to reach you, obviously you will be passed over for other attorneys who are available.

I hope you call her and I appreciate your continued good work for the panel.

Yours very truly,

Patrick L. McCloskey