



MONROE COUNTY COURTS

106 East First Street · Monroe, Michigan 48161-2197

Hon. Jack Vitale, Chief Judge

Hon. Michael A. Weipert, Chief Judge Pro Tempore

Administrative Order C38 2015 – 01J; rescinding 2011 – 01

Administrative Order D01 2015 – 01J; rescinding 2011 – 02

Administrative Order P58 2015 – 01J; rescinding 2011 – 01



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CASEFLOW MANAGEMENT PLAN

1995-8340-ML-A

BRENDA L. SMITH, REGISTER OF PROBATE

09/23/2015

Ref # 228

IT IS ORDERED:

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order 2013-12.

A. Goals of the Court

The court adopts the following Caseflow Management Plan to:

1. Expedite the disposition of all cases in a manner consistent with fairness to all parties and what is permissible under law;
2. Minimize the uncertainties associated with processing cases;
3. Ensure equal access to the adjudicative process for all litigants.

B. Case Processing Time Guidelines

The court adopts this plan to comply with the time guidelines as set forth in Administrative Order 2013-12. The court will not dismiss a case for the sole reason that it is likely to exceed the guideline.

C. Scheduling Policy

The court will schedule all cases or contested matters in a manner that minimizes delay for the parties and that reduces the possibility of adjournment of scheduled events. The court will control all cases from case initiation through post-disposition proceedings by:

1. Appropriate case screening;
2. Scheduling conferences and orders for the purpose of achieving date certainty;
3. Management of discovery and motion practice;
4. Realistic scheduling of all court events.

The court will monitor all cases and contested matters to ensure that no case exists for which a future action or review date has not been scheduled. The court will schedule all cases pursuant to the time guidelines set forth in Administrative Order 2013-12. The court will not permit a case or contested matter to remain on this court's docket in excess of the guidelines set forth in this local administrative order without immediate judicial review.

D. Adjournment Policy

The court strictly adheres to MCR 2.503.

E. Alternative Dispute Resolution (ADR)

The 38th Circuit Court routinely utilizes mediation, case evaluation and alternative dispute resolution when applicable.

The 1st District Court routinely utilizes case evaluation when applicable.

The Monroe County Probate Court utilizes mediation, case evaluation and alternative dispute resolution when applicable.

All Courts encourage alternative means to resolve disputes. Litigants will be provided with information regarding area dispute resolution and counseling centers

Cases referred to ADR shall remain open.

F. Pretrial Scheduling Orders

The 38th Circuit Court will issue a scheduling order upon the filing of an answer. This order will cover, among other things, the applicable discovery time allowed by the Court in the cases, filing deadlines for motions, case evaluation, witness lists and pretrial/settlement conference.

The 1st District Court Judge of Record will set the case for pretrial conference upon the filing of an answer. At the pretrial conference, a scheduling order is issued for discovery, if any, dates for filing motions, witness and exhibit lists, case evaluation, ADR or mediation, if appropriate. The Court will set the final pretrial conference and trial dates.

The Monroe County Probate Court may set a pretrial scheduling conference at the request of a party or on the court's own motion to assure proper case processing. Pretrial scheduling orders are generated based upon the order of the judge. Pretrial orders are also completed following the pretrial conference. These orders cover, among other things, the applicable discovery time allowed by the court, filing deadlines for motions, responses, witness and exhibition lists, deadlines for taking depositions and filing of briefs, summary of contested issues, and when appropriate, referrals to alternative dispute resolution.

G. Settlement or Final Pretrial Conferences

Every action that is not disposed of through mediation, case evaluation, or other means will be scheduled for a settlement conference and conducted in accordance with MCR 2.401.

H. Trial Scheduling and Management

The 38th Circuit Court, unless otherwise directed by the judge assigned to the case, trials shall be scheduled at the settlement or final pretrial conference. To avoid future scheduling conflicts, attorneys must be able to confirm their trial date availability at the conference by having their calendars available.

The 1st District Court, trial dates are agreed to and set at the initial pretrial conference or the final pretrial conference. No adjournments are granted without good cause in writing.

The Monroe County Probate Court, unless otherwise directed by the judge, trials shall be scheduled at the pretrial conference. To avoid scheduling conflicts, attorneys must be able to confirm their trial date availability at the conference by having their calendars available.

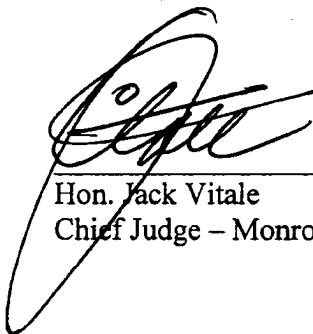
I. Monitoring Systems

The court's case management system will:

1. Monitor case progress;
2. Generate reports for measuring pending inventory and measuring compliance with the time guidelines.

Specific reports that will be available from the case management system are: cases with no next action date, age of pending cases, number of cases pending beyond time standards by judge, age of cases at each event, age of cases at disposition, time intervals between events, and exception reports.

Date: 9/16/15



Hon. Jack Vitale
Chief Judge – Monroe County Courts



Michelle Marcero <michelle_marcero@monroemi.org>

Monroe Caseflow Management Plan - Approved

1 message

Region2 Info <Region2-Info@courts.mi.gov>

Wed, Sep 23, 2015 at 3:39 PM

To: "jack_vitale@monroemi.org" <jack_vitale@monroemi.org>, "michelle_marcero@monroemi.org" <michelle_marcero@monroemi.org>, "Michael James (michael_james@monroemi.org)" <michael_james@monroemi.org>

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Caseflow Management Plan - Approved

C38 2015-01J; rescinds 2011-01

D01 2015-01J; rescinds 2011-02

P58 2015-01J; rescinds 2011-01

This is to advise that we have reviewed the above referenced administrative order and find that it conforms to the requirements of MCR 8.112(B). This order is being accepted and filed until advised by your court of any change.

Jill Booth
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