

Effective date: Upon Approval of the State Court Administrative office.

Rescinds Local Administrative Order 2013-01.

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 court encourages alternative means to resolve disputes as follows:

All small claims cases will be referred to alternative dispute resolution (i.e., mediation) unless "good cause" is found by the court on its own motion or after a party makes a written request to waive mediation. The program is described in the court's local administrative order as approved by the Michigan Supreme Court.

1. The Court provides litigants with information about the Dispute Resolution Center of Washtenaw County, a non-profit Michigan Community Dispute Resolution Program Center funded by the Michigan Supreme Court, State Court Administrative Office and Washtenaw County.
2. The Court provides litigants with information about other available programs that provide an alternative means to resolve disputes.

Cases referred to ADR shall remain open.

F. Pretrial Scheduling Orders

1. Criminal

Pretrial scheduling orders, to the extent that they contribute to speedy adjudication, will be used at the discretion of the presiding judge.

2. Civil

The Court will schedule a pretrial by mailing notices. At the pretrial, parties will agree on dates certain for filing motions, filing exhibits, discovery end date and trial date.

G. Settlement or Final Pretrial Conferences

1. Criminal

Settlement or Final Pretrial Conferences, to the extent that they contribute to speedy adjudication, will be used at the discretion of the presiding judge.

2. Civil

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. Persons with authority to settle the case, including the parties to the actions, agents of the parties, representatives of lien holders, or representatives of insurance carriers shall be present at the conference, or with approval of the Court, immediately available at the time of the conference via telecommunications.

H. Trial Scheduling and Management

In all matters, trial dates will be agreed upon by both parties and a date certain will be given. Adjournments are granted according to the Adjournment Policy. Trials should be scheduled in a manner that minimizes adjournments for scheduling conflicts and ensures trial date certainty.

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: 8-26-15


Elizabeth Pollard Hines, Chief Judge