

State of Michigan



PHILIP E. RODGERS, JR.
THOMAS G. POWER
CIRCUIT JUDGES

COUNTIES
ANTRIM
GRAND TRAVERSE
LEELANAU

Thirteenth Judicial Circuit

328 WASHINGTON STREET, SUITE 300
TRAVERSE CITY, MICHIGAN 49684
(231) 922-4701
c13court@grandtraverse.org
www.13thcircuitcourt.org

TERI QUINN
Court Administrator

Administrative Order 2015 – 02

CASEFLOW MANAGEMENT PLAN

Rescinds Local Administrative Order 2004-02.

IT IS ORDERED:

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order 2013-12 and to continue practices that have long been part of case management in the 13th Circuit Court.

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 continue its longstanding compliance with the time guidelines now described in Administrative Order 2013-12. The court has not and will not dismiss a case for the sole reason that it is likely to exceed the guideline.

C. Scheduling Policy

The court will continue its practice of scheduling 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 continue to 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 continue its practice of monitoring 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 continue to 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. Litigants will be provided with information regarding area dispute resolution and counseling centers. Cases referred to ADR shall remain open.

F. Pretrial Scheduling Orders

Pretrial scheduling orders are issued as soon as the parties and counsel are known.

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

All trials are scheduled with a certain date. Conflicts are resolved through the occasional use of a visiting Judge.

I. Monitoring Systems

The court's case management system will:

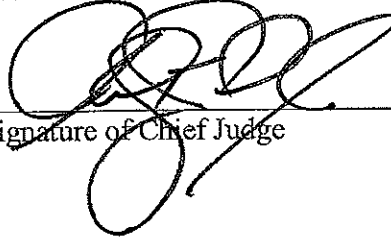
1. Monitor case progress;
2. Generate reports for measuring pending inventory and measuring compliance with the time guidelines.

Specific reports that will be available from the case management system are: age of pending cases, number of cases pending beyond time standards by judge, age of cases at each event, age of cases at disposition and time intervals between events.

Date: _____

9/22/15

Signature of Chief Judge

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the end, positioned above a horizontal line.