

HON. JACK VITALE
CHIEF DISTRICT JUDGE

HON. TERENCE P. BRONSON
DISTRICT JUDGE

HON. MARK S. BRAUNLICH
DISTRICT JUDGE



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STATE OF MICHIGAN
DISTRICT COURT • FIRST JUDICIAL DISTRICT
106 EAST FIRST STREET • MONROE, MICHIGAN 48161-2186
MONROE COUNTY

Administrative Order 2011 – 03

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 2011-3.

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 2011-3. 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 2011-3. 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

Upon the filing of an answer, the case is forwarded to the Judge of Record to have the case set for Pretrial Conference. 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.

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/pretrial conference and conducted in accordance with MCR 2.401.

H. Trial Scheduling and Management

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.

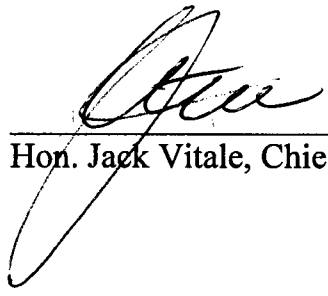
I. Monitoring Systems

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: 9/29/11



Hon. Jack Vitale, Chief Judge





Michelle Marcero <michelle_marcero@monroemi.org>

D01 2011-02 Approved

1 message

Region1 Info <region1-info@courts.mi.gov>

Fri, Oct 14, 2011 at 8:49 AM

To: jvitale@monroemi.org, michelle_marcero@monroemi.org

Cc: Region1 Info <Region1-Info@courts.mi.gov>

D01 2011-02 Approved
Caseflow Management Plan
Rescinds D01 2004-02

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.

Deborah Green
Region I Administrator
Michigan State Court Administrative Office
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