

CASS COUNTY COURTS COVID-19: LOCAL ADMINISTRATIVE ORDER

CASS COUNTY COURTS' CLOSURE DUE TO COVID-19 PUBLIC HEALTH EMERGENCY

43rd Circuit Court, 2020-2 J, Cass County Probate Court, 2020-1 J, 4th District Court, 2020-1 J

IT IS ORDERED:

1. This Local Administrative Order (LAO) is issued in accordance with MCR 8.110(C), Michigan Supreme Court Administrative Order 2020-1 and is subject to approval by the State Court Administrative Office.
2. **The purpose of this order is to close the Cass County Law & Courts Building, and the Cass County Courts, to the public, effective March 18, 2020, as a result of the state of emergency declared by Governor Whitmer.**
3. The Cass County Courts will be closed to the public effective March 18, 2020 and until Governor Whitmer lifts the declaration of emergency or upon further directives from the Michigan Supreme Court.
4. Filings, pleadings, and other communications can be submitted to the Cass County Courts via email or regular mail during the Cass County Courts' closure. Such filings, pleadings, other communications can be emailed to:
 - a. ccfileroom@cassco.org (for Circuit Court)
 - b. fourthdc@cassco.org (for District Court)
 - c. kellej@cassco.org (for Probate Court)
 - d. leighf@cassco.org (for Juvenile Court)
 - e. foc@cassco.org (for Friend of the Court)
5. The Cass County Courts have issued protocols with the title "Cass County Courts COVID-19 Notice," currently 1-8 (but more may be generated), which have been or will be disseminated to the State Court Administrative Office, the Cass County Bar Association, the Berrien County Bar Association, and the public. These protocols provide details on how the Cass County Courts' various operations will be conducted and how emergencies will be processed, including but not limited to arraignments, bonds, in-custody sentencings, PPO's, Probate, Friend of the Court, District Court Probation, and the like. Since this situation is constantly evolving, additional protocols will be created as necessary to address newly identified issues.
6. Notice of this LAO and the Cass County Courts' COVID-19 protocols which contain details about how emergency matters and filings shall be accomplished during the closing shall be disseminated to the public, the Cass County Courts' funding unit, and other affected agencies and officials.
7. Notice of this LAO shall include a sign posted at the entrance to the Law & Courts Building.

Effective date: March 18, 2020



Honorable Susan L. Dobrich, P32783
Chief Judge, Cass County Courts