

Calhoun County Judicial Council

Honorable Conrad J. Sindt
Chief Circuit Judge

Honorable John A. Hallacy
Chief District Judge

Honorable Michael L. Jaconette
Chief Probate Judge
Chief Council Judge



Jeffrey S. Albaugh
Circuit-Probate Court Administrator
Council Administrator

Katherine K. Ambrose
District Court Administrator

Cindy Rude
Probate Court Manager - Register

Administrative Order **C37 2015-02J**
 P13 2015-01J
 D10 2015-02J

Rescinds Administrative Order C37 2001-04J; P13 2001-02J, P13; D10 2001-02J

Re: Unscheduled Court Closing in the Event of Weather Emergency

IT IS ORDERED:

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order 1998-5 and details the process for unscheduled closing of the courts in the event of bad weather.

In the event of a weather emergency, the Chief Judge of the Calhoun County Judicial Council, or designee, will consult with the Chairperson of the Calhoun County Board of Commissioners, or designee, to determine if county offices will be closed and employees excused.

If county offices are closed and its employees excused, the Chief Judge of the Judicial Council shall inform the other two Chief Judges and the courts shall close their facilities and excuse employees. The County Administrator will notify the public and employees through the news media, the county's website and the emergency management alerting system. The notice will make specific reference to the courts being closed. If possible, notice will be posted at the public entrance to the closed facility or facilities.

If county offices are not closed and employees are not excused, the Chief Judge of the Council, or designee, will consult with the other two Chief Judges, or designees, who may choose to close court offices and dismiss or excuse employees; however, in this event, court employees shall either utilize available paid leave or take unpaid leave. In the event all three (3) courts are closed but county offices remain open, the Chief Council Judge will instruct the Council Administrator to inform the news media of the closure. In the event only a specific court or court facility is closed and county offices remain open, the affected court's administrator will inform the news media. Notice of any weather related closure will also be posted, if possible, at any affected court locations.

The Court consulted with its county funding unit prior to entry of this order.

This order is effective March 1, 2015.

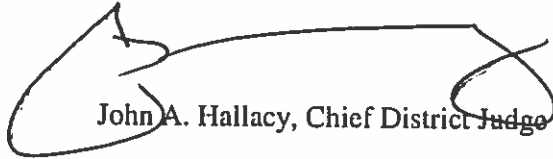
DATED: 2-18-15



Conrad J. Sindt, Chief Circuit Judge

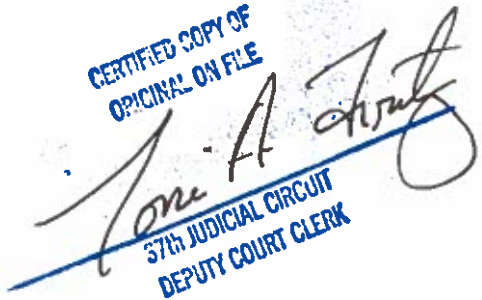


Michael L. Jaconette , Chief Council and
Probate Judge



John A. Hallacy, Chief District Judge

CERTIFIED COPY OF
ORIGINAL ON FILE



Toni A. Trout
37th JUDICIAL CIRCUIT
DEPUTY COURT CLERK