

STATE OF MICHIGAN



NINTH JUDICIAL CIRCUIT COURT
KALAMAZOO COUNTY PROBATE COURT

In response to the COVID-19 outbreak, the 9th Circuit Court is joining efforts with our national, state and local governmental bodies to protect everyone in our community, including those who work in our courthouses, and the members of the public who enter our courthouses. Consistent with the directives and recommendations of the Governor, the Chief Justice of the Michigan Supreme Court, and Kalamazoo County Government, our Court is implementing the following changes to our business operations effective immediately:

The business offices and courtrooms of the 9th Circuit Court at the Gull Road Justice Complex, Michigan Avenue Courthouse and the Crosstown Center will be closed Monday, March 16 through Friday, April 10, 2020.

Non-emergency matters will be rescheduled or adjourned by the Court with notice provided to all parties at their last known address.

CIVIL (Trial and Family)

- Civil jury trials scheduled to take place before April 30 will be rescheduled
- Civil bench trials scheduled to take place before April 30 will be rescheduled
- Motion hearings in all general civil cases scheduled to take place before April 30 will be rescheduled.

CRIMINAL

- Arraignments, pretrial conferences, motions, settlement conferences and bench trials of non-custody defendants will be adjourned to a date no earlier than April 13
- Arraignments of in-custody defendants will proceed as scheduled using remote technology
- Pretrial conferences, settlement conference and bench trials of in-custody defendants will either be addressed using remote technology or adjourned or scheduled to a date no earlier than April 13
- Jury trials for non-custody and in-custody defendants will be adjourned or scheduled to a date no earlier than April 13
- Financial show cause hearings scheduled to take place before April 30 will be rescheduled
- MDOC Probation Violation hearings for non-custody defendants will be adjourned or scheduled to a date no earlier than April 13
- MDOC Probation Violation hearings for in-custody defendants will be addressed using remote technology or adjourned or scheduled to a date no earlier than April 13
- Defendants are required to stay in contact with their attorney during this period, and to provide updated addresses and phone numbers to their attorney. For those represented by the Kalamazoo Defender, their email is

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info@kalamazoodefender.org and their phone number is 269-250-5000. Defendants will receive information on rescheduled court dates and will be expected to know their new court date.

JUVENILE HOME

- The Kalamazoo County Juvenile Home will be closed to visitors for juveniles and staff. Visitations may reopen Monday, April 13, 2020.

PROBATE COURT

- For information on the **Kalamazoo County Probate Court**, please visit www.kalcounty.com/courts/probate.

COURTHOUSE OPERATIONS

- The Gull Road Justice Complex, Michigan Avenue Courthouse, and the Crosstown Center are not open to the public, however staff will be available to serve the public at the telephone numbers and email addresses below.
 - **Friend of the Court:** the State of Michigan is still processing payments. For information about payments please go to <https://www.misdu.com/secure/default.aspx>.
 - **Family Division:** For general information please call 269-385-8567. Phone calls will be returned as soon as possible.
 - **Trial Division:** To file **Circuit Court motions and pleadings**, please mail to 9th Circuit Court, 227 W. Michigan Avenue, Room 401, Kalamazoo, MI 49007. To speak with someone about **Personal Protection Orders**, please call the PPO Coordinator's office at 269-385-6081.
 - **Jury Duty:** If you are summoned for Jury Duty from March 17, 2020 to April 13, 2020 for the 9th Circuit Court Trial Division, 9th Circuit Court Family Division, 8th District Court Michigan Avenue (District Court North), 8th District Court Crosstown, or the Kalamazoo County Probate Court, you are excused from service. You do not need to call or check back. If you are summoned for jury duty **after April 13, 2020**, please call the call-in line or check the jury website the evening before your scheduled service date for further reporting instructions.

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HEALTH PRECAUTIONS

- If You have the symptoms of an acute respiratory illness, and you are a party or witness in a hearing, or have any business at the courthouses, please read this notice:

The CDC recommends that individuals who have symptoms of acute respiratory illness stay home until they recover and are free of fever (100.4°F or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants). Signs of acute respiratory illness include:

Congestion
Fever

Runny nose
Body aches

Sore throat
Fatigue

If you have a pending court hearing, and you have symptoms of acute respiratory illness, please contact your lawyer and inform your lawyer of your illness so that a continuance can be sought. If you do not have an attorney and you have symptoms of acute respiratory illness, please call 269-383-8837 for the Trial Division and 269-385-8567 for the Family Division. If possible, please have your case number and court date available when you call.

If you are a witness in a hearing, and you have symptoms of acute respiratory illness, please contact the attorney or party that subpoenaed you and inform them of your illness so that other arrangements can be made to accommodate you.

Please note, the Court's business operations during this time of health crisis are subject to abrupt change. Notices of changes will be publicized to local media, appear on the Court's website and Facebook page, and posted at the court facilities.

We appreciate the cooperation, patience and understanding of all parties as we do our part to safeguard the health and safety of our community.

March 16, 2020

Alexander C. Lipsey
Chief Circuit/Probate Judge
Ninth Judicial Circuit Court
Kalamazoo County Probate Court