



WILLIAM G. KELLY  
DISTRICT JUDGE

MICHELE WHITE  
COURT ADMINISTRATOR  
MAGISTRATE  
(616) 554-0715

SHARON BRINKS  
MAGISTRATE  
(616) 554-0748

## 62-B DISTRICT COURT

4740 WALMA AVE., S.E.

KENTWOOD, MI 49512

Phone (616) 698-9310/Fax (616) 698-8199

MONDAY-FRIDAY  
8:00 A.M. - 5:00 P.M.

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State Court Administrative Office

Local Administrative Order 2020-01 Emergency Preparedness- State of Emergency, Coronavirus COVID-19

Administrative Order 2020-01

### Emergency Preparedness- State of Emergency, Coronavirus COVID-19

#### IT IS ORDERED:

1. At the direction of the chief judge, an emergency preparedness plan is established to preventive the spread of the Coronavirus COVID-19.
2. The 62-B District Court shall:
  - a. Adjourn all criminal and civil jury trials for 28 days.
  - b. Conduct informal hearings by telephone if requested by a party to appear by telephone.
  - c. Conduct probation meetings via telephone, skype, or write-in, except high-risk clients and clients who are to be tested for alcohol and drugs.
  - d. Conduct DWI/Drug Court meetings via telephone, skype, or write-in, except high-risk clients and clients who are to be tested for alcohol and drugs.
  - e. Conduct all General Civil Pretrials by telephone if requested by a party to appear by telephone.
  - f. Conduct all Small Claims hearings by telephone if requested by a party to appear by telephone and adjourn mediation for 30 days.
  - g. Adjourn all matters for the elderly and those with weakened immune systems upon request for two weeks to 30 days depending on the case.
  - h. All other matters to be reviewed on a case by case basis.
3. This order will be reviewed in 30 days to confirm if an extension will be required.

Date:

3/12/2020

  
Chief District Court Judge