

Effective date: Upon Approval of the State Court Administrative office.

This Local Administrative Order replaces and rescinds Local Administrative Order 2010-01.

IT IS ORDERED:

This Local Administrative Order is issued pursuant to Michigan Supreme Court Administrative Order 1998-5, and after consultation with the Ann Arbor City Administrator to provide for procedures for suspension of court operations and closure of court facilities due to weather emergencies. It is the court's intent to ensure that decisions regarding suspension of court operations are consistent with decisions made regarding city operations to the extent possible without undue disruption of service to litigants.

Suspension of Operations

The Chief Judge, or designee, will consult with the Ann Arbor City Administrator to determine if a weather emergency will result in a decision to close the facility where the court is located.

The decision to close the court will be announced by the Chief Judge, or persons the Chief Judge designates as responsible for making this announcement, to court employees and local law enforcement by a means to reasonably assure notice.

Public notice will be made in conjunction with the City of Ann Arbor via announcements over local radio and/or television station(s) and social media.

Employees' Time Off Due to Weather Emergencies

If the funding unit declares a weather emergency and closes the facility where the court is located, court employees will charge time off in a manner consistent with the way the funding unit treats its employees for that closure, unless a collective bargaining agreement contains provisions to the contrary.

If the court closes and releases its employees, but the funding unit does not, then court employees must use accumulated leave time (sick leave is not applicable) or take unpaid leave, unless a collective bargaining agreement contains provisions to the contrary.

The court adopts the funding unit policy regarding closure due to weather which is attached.

Date:

3-3-15



Hon. Elizabeth P. Hines, Chief Judge P27711