

## White, Michele

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**From:** Region5 Info <Region5-Info@courts.mi.gov>  
**Sent:** Tuesday, August 13, 2019 10:17 AM  
**To:** Kelly, Judge William; White, Michele  
**Cc:** Region5 Info  
**Subject:** [EXTERNAL]D62B 2019-02 Establishment of a Courthouse Security Committee - Approved

D62B 2019-02 Establishment of a Courthouse Security Committee - Approved

By way of this local administrative order, your SCAO Regional Administrator must be kept apprised of security committee meeting times and locations and be consulted as necessary.

This is to advise that we have reviewed the above referenced administrative order and find that it conforms to the requirements of MCR 8.112(B). This order is being accepted and filed.

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DISTRICT JUDGE

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Administrative Order 2019-01

### ESTABLISHMENT OF A COURTHOUSE SECURITY COMMITTEE

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order No. 2019-01. The purpose of this order is to establish a courthouse security committee.

#### **IT IS ORDERED:**

1. At the direction of the chief judge, a courthouse security committee is established effective September 1, 2019. The chairperson of the committee is the Court Administrator.
2. The security committee shall:
  - Develop and promote security policies and procedures regarding court security and emergency management.
  - Establish goals and objectives specific to improving physical security, emergency preparedness, and employee training.
  - Review all courthouse security incidents and take appropriate corrective measures to mitigate and/or eliminate any security vulnerabilities to prevent future reoccurrences.
3. The chairperson of the committee shall:
  - Facilitate communication, coordination, and decision-making among members (e.g., facility stakeholders) on policies and procedures affecting court security and emergency management.
  - Seek member advice and input on goals, objectives, priorities, and issues involving court security and emergency management.
  - Work in consultation with local law enforcement and emergency management professionals. The SCAO regional administrator will be kept apprised of meeting times and locations and be consulted as necessary.

- Submit a report to the SCAO regional administrator by March 31, 2020, and an updated report by March 31 of every year thereafter concerning the actions taken by the committee. The report shall list the members of the committee. Representatives of the committee shall include the chief judge, court administrator, director of probation, local law enforcement, court security personnel, facilities management, emergency management, and funding unit representative. It should also describe the court's current security policies and procedures, describe the goals and objectives established by the committee to improve courthouse security, and include a summary of any courthouse security incidents occurring during the reporting period and related corrective measures taken by the court.

4. The security committee shall meet every quarter per calendar year.

Date:

August 8, 2019

William J. Kelly  
Chief District Court Judge