



THIRD JUDICIAL CIRCUIT
OF MICHIGAN

TIMOTHY M. KENNY
CHIEF JUDGE

701 COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE
DETROIT, MICHIGAN 48226-3413

(313) 224-5430
timothy.kenny@3rdcc.org

THIRD JUDICIAL CIRCUIT COURT ADMINISTRATIVE ORDER 2019 – 08J
WAYNE COUNTY PROBATE COURT ADMINISTRATIVE ORDER 2019 – 01J

STATE OF MICHIGAN

SUBJECT: ESTABLISHMENT OF A COURTHOUSE SECURITY COMMITTEE

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order No. 2019-1. The purpose of this order is to establish a courthouse security committee.

IT IS ORDERED:

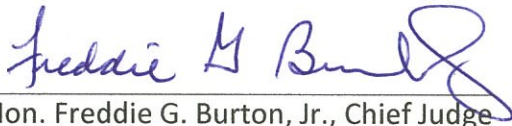
1. For the Wayne County Circuit Court and the Wayne County Probate Court, a Courthouse Security Committee is established effective October 1, 2019. The Chief Judges of the Wayne County Probate Court and Wayne County Circuit Court will serve as co-chairs.
2. The Courthouse Security Committee will consist of the Chief Judges, Court Administrator/Probate Register, and the Court Security Liaison(s) from the Wayne County Circuit Court and Wayne County Probate Court.
3. Because of the multiple court locations and the different stakeholders involved at the respective locations, and specific operational needs for court locations, the Courthouse Security Committee shall oversee courthouse security overall as well as Security Sub-committees at identified court locations that will make recommendations and report to the Courthouse Security Committee.
4. At the Coleman A. Young Municipal Center, each member of the Courthouse Security Committee, or their designee, will serve on The Detroit-Wayne Joint Building Authority (DWJBA) Life Safety Plan Committee and shall participate to ensure the objectives of the Courthouse Security Committee are addressed. A representative from the funding unit, the Wayne County Executive Office; a representative from the Wayne County Sheriff Office; a representative from the Security Contractor; a representative from the Wayne County Clerk's Office; and other stakeholders in the facility shall be invited to participate.

5. At the Lincoln Hall of Justice, the subcommittee is comprised of the Presiding Judge – Juvenile Division or a representative, Wayne County Circuit Court Security Liaison, the Family Court – Juvenile Section Deputy Court Administrator, the Chief Referee or designee, a representative from the Attorney General’s Office, a Court employee, as well as a representative from the Security Contractor, Wayne County Clerk’s Office, Wayne County Sheriff’s Office, Wayne County Prosecutor’s office, and Wayne County Buildings and Facilities Department.
6. At the Friend of the Court Penobscot location, the subcommittee is comprised of the Wayne County Circuit Court Security Liaison, the Friend of the Court – Domestic Relations Deputy Court Administrator, the Chief Referee or designee, a Court employee, as well as a representative from the Security Contractor, and Wayne County Sheriff’s Department.
7. At the Frank Murphy Hall of Justice, the subcommittee is comprised of the Presiding Judge – Criminal Division or a representative, Wayne County Circuit Court Security Liaison, the Criminal Division – Deputy Court Administrator, a Court employee, as well as a representative from the Security Contractor, Wayne County Clerk’s Office, Wayne County Prosecutor’s Office, Wayne County Sheriff’s office, and Wayne County Buildings and Facilities Department.
8. Based upon the recommendations of the Subcommittees, the Courthouse Security Committee shall:
 - A. Develop and promote security policies and procedures regarding court security and emergency management;
 - B. Establish goals and objectives specific to improving physical security, emergency preparedness, and employee training;
 - C. Review all courthouse security incidents and take appropriate corrective measures to mitigate and/or eliminate any security vulnerabilities to prevent future reoccurrences.
9. The chairpersons of the Courthouse Security Executive Committee shall:
 - A. Facilitate communication, coordination, and decision-making among members (e.g., facility stakeholders) on policies and procedures affecting court security and emergency management;
 - B. Seek member advice and input on goals, objectives, priorities, and issues involving court security and emergency management;
 - C. 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.

- D. Submit a report to the State Court Administrative Office by March 31, 2020 of the first committee meeting and an updated report every year thereafter concerning the actions taken by the committee. The report shall describe the court's current security policies and procedures, the goals and objectives established by the committee to improve courthouse security, and a summary of any courthouse security incidents occurring during the reporting period and related corrective measures taken by the court.
10. The Courthouse Security Sub-Committees shall meet at least quarterly and provide recommendations and updates to the Courthouse Security Executive Committee. The Courthouse Security Executive Committee shall meet at least quarterly to complete necessary business.

Dated: August 16, 2019



Hon. Freddie G. Burton, Jr., Chief Judge
Wayne County Probate Court



Hon. Timothy M. Kenny, Chief Judge
Third Judicial Circuit of Michigan

Date Approved by SCAO: August 21, 2019