

STATE OF MICHIGAN	ESTABLISHMENT OF THE COURTHOUSE SECURITY COMMITTEE	ADMINISTRATIVE ORDER
6th JUDICIAL CIRCUIT COURT OAKLAND PROBATE COURT		CIRCUIT 2022-03J PROBATE 2022-01J

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order No. 2019-1. The purpose of this order is to establish the Courthouse Security Committee.

IT IS ORDERED:

1. At the direction of the Circuit Court chief judge, the Courthouse Security Committee (Committee) is established effective July 9, 2019. The chairperson of the Committee is Circuit Court Judge Victoria Valentine, chief judge designee.
2. The responsibilities of the Committee shall be to:
 - 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 responsibilities of the chairperson shall be to:
 - Facilitate communication, coordination, and decision-making among Committee members 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, to notify the SCAO regional administrator of meeting times, and to consult with SCAO on security and emergency management issues as necessary.
 - Submit a written 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 under subsection 2. The report shall list the members of the Committee. The report will describe 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

that occurred during the current reporting period and associated corrective measures taken by the Committee.

4. The Committee shall meet bi-monthly with any additional meetings as needed. The chairperson reserves the right to adjust the meeting schedule with the understanding that meetings will occur at least four times annually.

Joint Local Administrative Order 2019-12] (Circuit Court) and 2019-1] (Probate Court) are hereby rescinded.

/s/ Jeffery Matis

Hon. Jeffery Matis
Chief Judge, 6th Judicial Circuit Court

2/2/2022

Date

Linda S. Hallmark

Hon. Linda S. Hallmark
Chief Judge, Oakland County Probate Court

2-2-2022

Date