

Circuit Court Judges

Michael P. Hatty, Chief Judge
Circuit and District Courts

L. Suzanne Geddis
Matthew J. McGivney



Livingston County Trial Courts
204 S. HIGHLANDER WAY, HOWELL, MI 48843

Probate Court Judge

Miriam A. Cavanaugh, Chief Judge
Probate Court

District Court Judges

Shauna N. Murphy
Daniel B. Bain

Administrative Order:

C44 2021- 08J; rescinds C44 2021-07J

D53 2021- 05J; rescinds D53 2021-04J

P47 2021- 05J; rescinds P47 2021-04J

Plan to Return to Full Capacity – Phase Three Forward

In accordance with Administrative Order 2020-14, effective May 6, 2020, and upon approval of the State Court Administrative Office (SCAO), the Chief Judges of the Livingston County Trial Courts have consulted with the local health department and determined that gating criteria is satisfied as of May 27, 2021. Specifically:

1. There have been no COVID-19 confirmed or suspected cases in the court facility within a 14-day period; and,
 2. There is 7-day average of 5% or less for positive tests as a percent of total tests; and,
 3. There is a downward trajectory of documented cases within a 14-day period; and,
 4. State and local orders restricting movement and/or requiring shelter-in-place have been rescinded or limited and the SCAO has determined that existing orders would not prevent the court from implementing Phase Three requirements; and,
 5. The Chief Judges have consulted with health authorities and obtained data (attached) confirming that regional health care facilities are able to treat all patients without crisis care; and,
 6. The Chief Judges have consulted with health authorities and obtained data confirming that there is no evidence of COVID-19 rebound within the local community and no need to implement additional social distancing measures based upon a resurgence of infections in the local area.
- A. In order to protect the health and safety of employees and the public, the Livingston County Courts have enacted the following protections:
1. Normal staffing will resume at worksites.
 2. Vulnerable employees on temporary leave or working remotely may return to work and practice six-foot physical distancing, wearing masks in a manner consistent with the SCAO [Return to Full Capacity Guide](#). Minimizing exposure to social settings where social distancing is not possible is encouraged.

3. Personal travel should take into account the necessary travel precautions and employees are fully aware of the potential for quarantine requirements upon return.
 4. Face coverings for employees will be required in a manner consistent with the [SCAO Return to Full Capacity Guide](#). The courts have taken the following steps to ensure proper social distancing and employee safety:
 - a. Installation of physical barriers in workspaces that are not at least six feet apart;
 - b. Marked the floor in common spaces to indicate six-foot intervals;
 - c. Required employees to wear masks while in public spaces, and in courtrooms or hearing rooms during formal or informal proceedings;
 - d. Required employees handling mail to wear masks and gloves;
 - e. Implemented staggered shifts of employees to reduce crowd size and the risk of people gathering at lunch, and start and close times;
 - f. Configuration of common staff and public area to ensure social distancing;
 - g. Employees encouraged to remain in their assigned work areas as much as possible;
 5. Employees will practice good hygiene through hand washing, frequent disinfecting of used items and surfaces, sneezing or coughing into a tissue or elbow, and avoiding touching their faces.
 6. Employees have been trained regarding COVID-19. The training included good hygiene practices, updated personnel policies, and safety controls at the court facilities.
 7. Court facilities have posted signage emphasizing proper handwashing.
 8. Newly exposed areas (e.g. areas recently opened to the public or returning staff) and shared equipment will be cleaned and sanitized before use. Examples of shared equipment include copiers, fax machines, and telephones used by more than one employee during a single shift or in consecutive shifts. This equipment should be wiped down with disinfectant or a disinfectant wipe between uses.
 9. The court is following the CDC guidance on cleaning and disinfecting if the facility is exposed to COVID-19.
 10. The court has developed a contact tracing policy and are prepared to implement contact tracing procedures after receiving notification that the court facility has had confirmed exposure to COVID-19. These procedures will help the court identify individuals who may have been exposed to COVID-19 and will identify exposure locations that need to be cleaned and disinfected pursuant to CDC guidelines.
- B. The Livingston County Trial Courts are enacting the following measures related to public entry into court facilities:
1. The public will be asked to self-screen using posted screening questions prior to entering the court building. Screening questions will include, but are not limited to the following:
 - a. Do you have a fever greater than 100.4 degrees?

- b. Do you have a cough or worsening cough (excluding chronic cough due to known medical reason)?
- c. Do you have shortness of breath?
OR
- d. Do you have at least two of the following symptoms:
 - Fever
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
- e. Have you had any close contact in the last 14 days with someone diagnosed with COVID-19 and you are not fully vaccinated?
- f. Have you traveled internationally in the last 14 days?

Any individual responding “yes” to the self-screening questions should not enter the courthouse until they can pass the screening questions. The court will accept documents for filing from the person. If the person was scheduled to appear as a party to a court proceeding, the court will work to reschedule the hearing/trial to either a remote proceeding or to a future date when the person may pass courthouse screening.

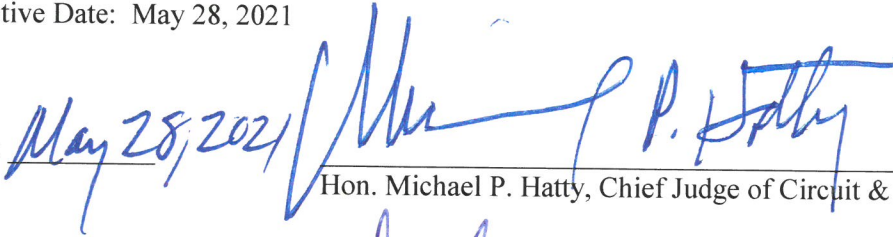
- C. In order to facilitate increased activity in the courthouse, the Livingston County Trial Courts are using the following measures related to court proceedings:
 1. Proceedings will be conducted virtually to the maximum extent possible, consistent with Administrative Order No. 2020-6.
 2. In-person court proceedings will be allowed on a limited basis. All attendees shall be required to wear facemasks at all times, unless directed otherwise by the presiding judge. Six-foot social distancing will be observed.
 3. The public is required to wear masks pursuant to the provisions outlined in the Return to Full Capacity Guidance.
 4. Large venues and common areas in the courthouse (e.g. waiting areas, jury assembly rooms, etc.) will be open for use, using limited six-foot physical distancing. Congregation both inside and outside of the Courthouse will not be permitted. Members of the public are required to wear facemasks to the extent they can medically tolerate it. Masks may be provided by the court prior to entry.
 5. Pursuant to MCR 8.110(c), members of the public or staff that refuse or adhere to social distancing requirements or other mitigation procedures may be asked to leave the court facility.
 6. Any member of the public who is asked to leave the court facility must be offered an opportunity to conduct court business virtually, attend court proceedings virtually, file documents in an alternative manner, or confer with court administration to determine alternate arrangements for accessing the court.

The Livingston County Trial Courts are regularly meeting with local public health officials to monitor local public health conditions related to COVID-19 and is/are continuously evaluating data to assess their readiness to proceed to Phase Four, which is anticipated when a public health announcement is made that COVID-19 has been suppressed within the United States.

IT IS SO ORDERED

Effective Date: May 28, 2021

Date:

May 28, 2021 

Hon. Michael P. Hatty, Chief Judge of Circuit & District Court

Date:

May 28, 2021 

Hon. Miriam A. Cavanaugh, Chief Judge of Probate Court

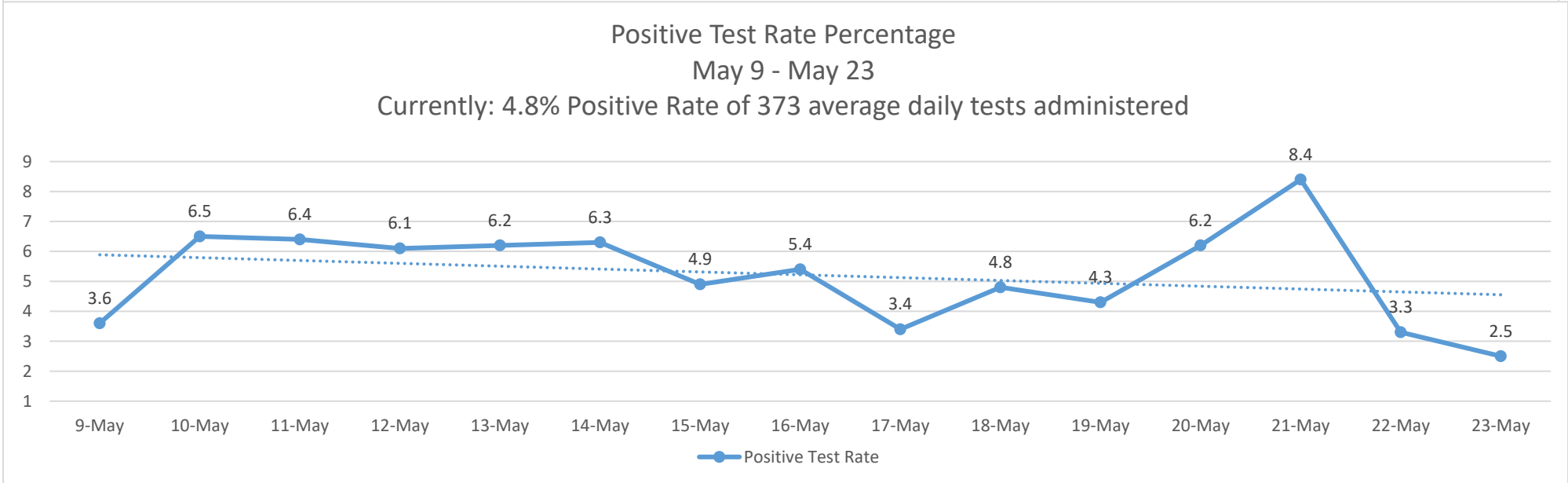
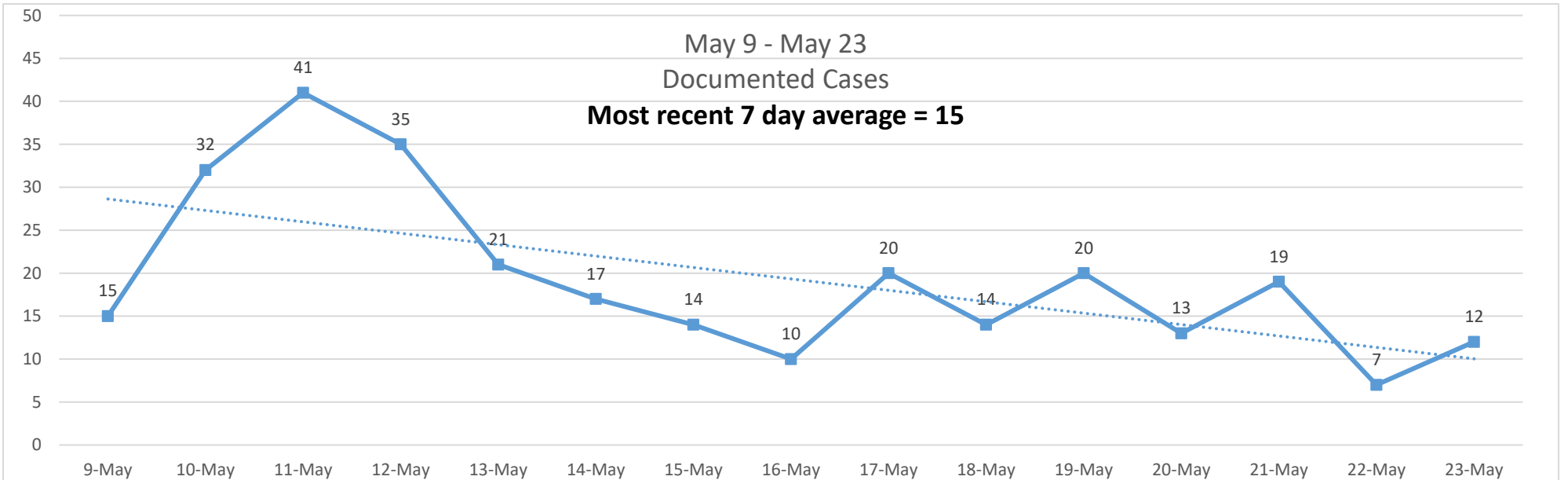
Livingston County Coronavirus Cases - Objective Data

Data as of May 23, 2021

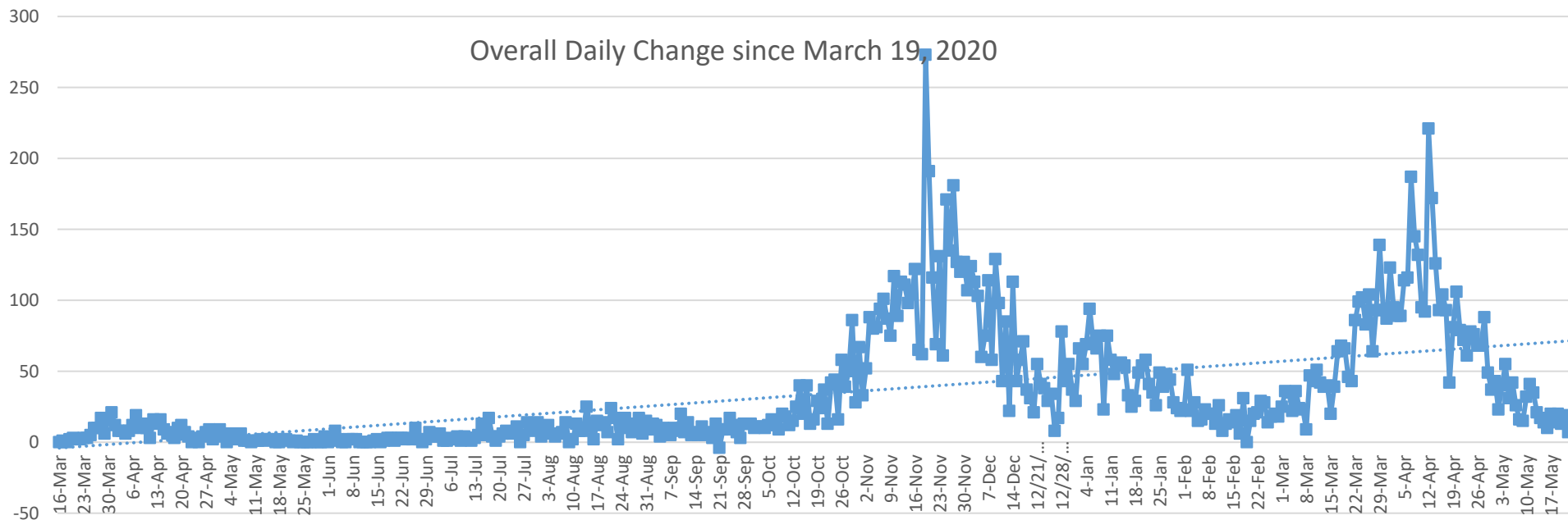
14,627 cases of 194,668 Residents

NEW CASES = 54 daily/million (Jury Trials - need 7 day average of 70 cases daily per million OR 7 day average of less than 20 cases)

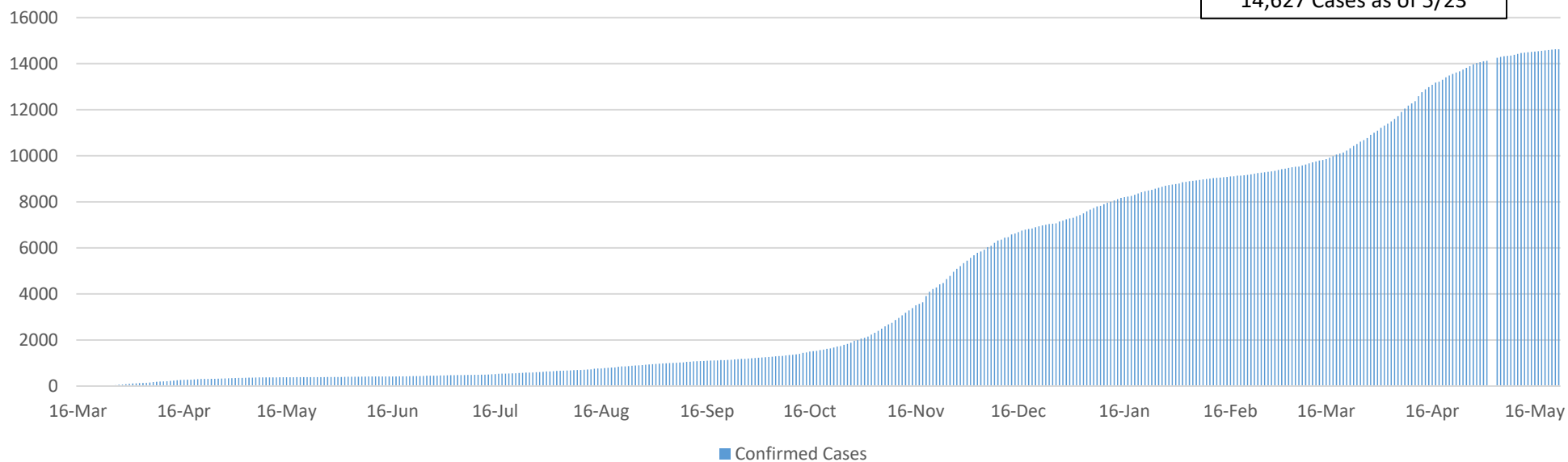
Gating Criteria: Downward trajectory of documented cases within a 14-day period OR a downward trajectory of positive tests as a percent of total tests within a 14-day period (flat or increasing volume of tests).



Overall Daily Change since March 19, 2020



Positive Cases Over Time (Cumulative)



14,627 Cases as of 5/23

Confirmed Cases