

# 55th District Court Annual Report

# 2013



State of Michigan  
Ingham County  
Mason, MI

*55<sup>th</sup> District Court is committed to delivering justice in a professional, efficient, and caring manner.*

- We value the Court's role in enhancing public safety.
- We value improving the lives of others.
- We value a citizen's right to be heard.
- We value the role of the Court as a community leader, working in partnership with others.
- We value the pursuit of quality improvement.
- We value court staff as individuals and are dedicated to their personal and professional development.
- We value the promotion of a positive work environment.
- We value the utilization of technology and other resources to improve efficiency and accessibility of court services.
- We value the safety of our employees and all users of the court.

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*55th Judicial District Court*

Ingham County Board of Commissioners

Dear Commissioners:

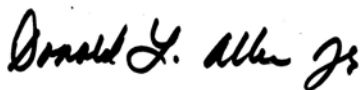
The district court's Annual Report for the period January 1, 2013, through December 31, 2013, provides an overview of case filing activity and revenue in the three divisions (civil, traffic, criminal) and the probation department. While we provide much of this information to the Law & Courts Committee, an annual review offers a comprehensive overview of the year's data.

We experienced a major reorganization in 2013 due to budget cuts. This reorganization involved laying off an employee (perhaps for the first time in the court's history), reduction in administrative staffing, and increased support from County Financial Services. This was certainly not an easy process. However, we relied upon our strategic plan to guide our decision-making. That plan identified the values of increasing public safety and direct services to citizens. The decision to reduce administrative staffing while maintaining front-line staff was consistent with both of these values. Reorganization allowed us to preserve resources dedicated to probation, which is our department most directly involved in enhancing public safety.

Sobriety Court continues to be successful in changing and saving the lives of its participants. You are well aware of the numbers and the stories that this terrific program has generated since its inception in 2004. Building on the success of Sobriety Court and increasing support for specialty courts in general, we successfully sought a grant to create a mental health court (MHC). The MHC began to take shape at the beginning of the state's fiscal year (October 1) and held its first court sessions in mid-December. This new program is exciting and full of challenges. We look forward to 2014 to see how MHC grows.

2013 was the first full year of the court's Eviction Diversion Program (EDP). The EDP continues to assist struggling tenants with rent assistance while securing payment for landlords. The partnership includes Ingham Department of Human Services, Michigan State University Law School, Legal Services of South Central Michigan, Capital Area Community Services and Volunteers of America.

We remain focused on improvement. The better we are at what we do, the greater an impact we can have on the community as a whole. We thank you for your continued support of a district court actively engaged in the community! We could not continue to reach out, create community partnerships, seek grant funding, and expand our services without your confidence and support.



Honorable Donald L. Allen, Jr.



Honorable Thomas P. Boyd

## Honorable Thomas P. Boyd

Chief Judge



The Honorable Thomas P. Boyd was born and raised in Kalamazoo MI. He graduated from James Madison College at Michigan State University in 1985 and Wayne State University Law School in 1990. After being admitted to the bar, he was engaged in the private practice of law, working with no-fault traffic crash issues and general litigation. He was appointed Assistant Attorney General in 1995 by Attorney General Frank Kelley. His responsibilities within the Department of Attorney General included criminal, civil, administrative and legislative law.

The Honorable Thomas P. Boyd was appointed to the bench by Governor Jennifer Granholm on June 29, 2005, to fill the vacancy created upon the retirement of the Honorable Pamela McCabe. Judge Boyd was elected in 2006 to serve the remainder of Judge McCabe's term. He was reelected in 2008 for a six-year term. His current term expires December 31, 2014.

Judge Boyd was appointed chief judge of the 55th District Court by the Michigan Supreme Court effective January 1, 2008.

The Judge Boyd established and presides over our Domestic Violence (DV) Court. Local administrative order requires all DV cases be assigned to Judge Boyd. The DV Court provides the extra attention that each these important cases require. Repeat offenders are subject to weekly reporting and bi-weekly judicial compliance review hearings with Judge Boyd. The DV Court works closely with EVE, Inc and other community groups to provide as much protection as possible for women and children who find themselves in violent situations.

Judge Boyd actively works to improve the law, the legal system and the administration of justice. In 2011, Judge Boyd was appointed by Governor Snyder to the Michigan Indigent Defense Advisory Commission. The Commission will issue a report on the future of indigent defense in Michigan no later than July 15, 2012. Judge Boyd also serves on the board of the Michigan District Judges Association, where he co-chaired two committees in 2011. Judge Boyd also remains active in our community serving on the boards of the Mason Area Community Fund (an affiliate of the Capital Area United Way); the Oak Park Y; and the YMCA of Metropolitan Lansing.

*55th District Court Judges*

## Honorable Donald L. Allen, Jr.

Chief Judge Pro Tem



The Honorable Donald L. Allen, Jr., was appointed judge of the 55th District Court by Governor Jennifer Granholm on December 22, 2008. He was elected to the bench in 2010. His term expires December 31, 2016. Judge Allen serves as the court's Sobriety Court judge.

Prior to being appointed to the District Court, Judge Allen served as the director of the Office of Drug Control Policy (ODCP). Judge Allen assumed the directorship of the Office of Drug Control Policy on June 5, 2006, after serving as deputy legal counsel for the Governor on her legal staff.

The Honorable Donald L. Allen, Jr., is a 1983 graduate of Wayne State University Law School and spent most of his professional career as an assistant attorney general in the Michigan Department of Attorney General. He served at the Department of Attorney General from February 1988 through September 2005. His assignments included the Social Services, Revenue, Corrections, and Health Care Fraud divisions where he specialized in litigation. While at the Attorney General's Office, he also served as a member on the Attorney General's Litigation Advisory Board. In his last assignment in the Health Care Fraud Division, he served as a prosecutor of high profile criminal and civil defendants.

Judge Allen presides over our Sobriety Court. Local administrative order requires all Operating While Intoxicated (OWI) 2<sup>nd</sup> offense and all felony OWI cases be assigned to Judge Allen. The Sobriety Court focuses on the rehabilitation of repeat offense substance abusers. Our Sobriety Court program has been recognized for excellence. This program has changed hundreds of lives and saved tens of thousands of tax dollars.

*55th District Court Judges*

James B. Pahl  
Magistrate



Magistrate James B. Pahl is a lifelong Michigan resident. He received his Bachelor of Science in Law Enforcement degree from Ferris State College in 1975 and his Juris Doctor degree from Thomas M. Cooley Law School in 1981. He was admitted to the Michigan Bar in 1982, engaging in the private practice of law for ten years. Magistrate Pahl served almost 20 years in public law enforcement, including hundreds of hours of traffic crash reconstruction/investigation training.

He was appointed Magistrate in 1992. Magistrate Pahl is currently a member of the board of directors and past president of the Michigan Association of District Court Magistrates. He is a member of the State Bar of Michigan Committee on Judicial Ethics and is the judicial member of an informal Michigan Speed Limit task force. He serves the Michigan Judicial Institute as the training Magistrate for this region and instructs Motor Carrier law at each New Magistrate School after receiving specialized training at the National Judicial College.

Magistrate Pahl retired from the court on 10/18/13 after 21.5 years of service. Magistrate Mark Blumer was appointed as an interim magistrate to replace Magistrate Pahl.

*55th District Court Magistrate*

## COURT ADMINISTRATION



*Seated left to right - Kathy Fajardo & Pam Pfeifer  
Standing - Michael J. Dillon*

Michael J. Dillon, Court Administrator  
Kathy Fajardo, Administrative Services Coordinator  
Pam Pfeifer, Court Services Supervisor

Michigan Court Rule 8.110 sets forth that the chief judge of a court is the director of the administration of the court. Also, within the court rule, the chief judge can delegate administrative duties to a trial court administrator. The court's administrative staff is responsible for managing the administrative and business operations of the court.



*Court Administration*



## JUDICIAL SUPPORT SERVICES



*Left to right - Dep. Tom Beeson, Marty Waugh, Elaine Stocking & Dep. Dave Biergans*

Marty Waugh - Judicial Assistant (Judge Allen)  
Elaine Stocking - Judicial Assistant (Judge Boyd)  
Tom Beeson— Court Officer (Ingham Co. Deputy Sheriff)  
Dave Biergans—Court Officer (Ingham Co. Deputy Sheriff)  
Alan Spencer - Court Officer/Collections Officer (not pictured)

Dave Burt, Court Officer (not pictured)—retired from the court in February (2014) after 6 years of service with the court

Robin Kelley, Judicial Assistant for Judge Allen (not pictured) retired after 34.8 years of service with the court and Ingham County

Judicial support personnel serve as personal staff of the judge. The Judicial Assistant is responsible for maintaining the record for the court, managing the court docket, and providing secretarial services for a judge.

The court officer is responsible for the security of the court and maintaining decorum within the courtroom. The collection officer is responsible for enforcing the financial orders of the court.

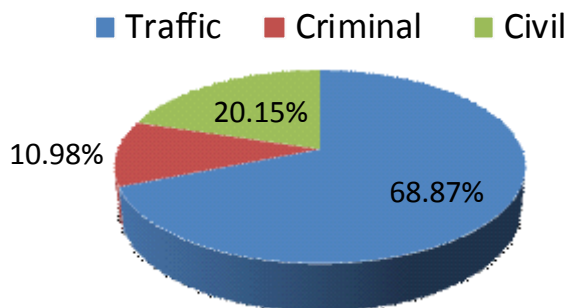
*Judicial Support Services*

## NEW CASE FILINGS

<b><u>CATEGORY</u></b>	<b><u>2012 Filings</u></b>	<b><u>2013 Filings</u></b>	<b><u>13-12 Diff</u></b>	<b><u>% Diff</u></b>
Felony	557	578	21	<b>3.8%</b>
Extradition	26	20	-6	<b>-23.1%</b>
Misdemeanor	1,347	1,489	142	<b>10.5%</b>
Drunk Driving	386	363	-23	<b>-6.0%</b>
Traffic **	15,873	14,698	-1,175	<b>-7.4%</b>
Civil Infraction - Non Traffic	334	345	11	<b>3.3%</b>
General Civil	2,775	2,116	-659	<b>-23.7%</b>
Small Claims	465	479	14	<b>3.0%</b>
Summary Proceedings	1,879	1,866	-13	<b>-0.7%</b>
Parking	<u>189</u>	<u>204</u>	15	<b>7.9%</b>
<b>TOTALS</b>	<b>23,831</b>	<b>22,158</b>	<b>-1,673</b>	<b>-7.0%</b>

\*\* includes traffic felonies, misdemeanors, and civil infractions

Percentage of New Filings - 2013



*Caseload - New Filings*

## NEW CASE FILINGS—REGION II

### TOTAL NEW FILINGS - REGION II COMPARISONS

Court		2012	2013	Cases Per % Change		
		<u>Filings</u>	<u>Filings</u>	<u>Judges</u>	<u>Judge</u>	<u>12-13</u>
54B	Ingham Co ( <i>East Lansing</i> ) **	68,777	68,146	2	34,073	-0.92%
12th	Jackson Co.	45,545	44,497	4	11,124	-2.30%
1st	Monroe Co.	34,174	35,733	3	11,911	4.56%
14-A	Washtenaw Co.	28,224	29,513	3	9,838	4.57%
72nd	St. Clair Co.	29,838	28,220	3	9,407	-5.42%
68th	Genesee Co.	25,972	28,219	5	5,644	8.65%
54A	Ingham Co. ( <i>Lansing</i> ) ***	26,668	28,064	5	5,613	5.23%
53rd	Livingston Co.	28,891	26,938	3	8,979	-6.76%
15th	Washtenaw Co. ( <i>City of Ann Arbor</i> )	20,826	22,217	3	7,406	6.68%
55th	Ingham Co.	23,831	22,158	2	11,079	-7.02%
2A	Lenawee Co.	20,661	20,016	2	10,008	-3.12%
67-4	Genesee Co. ( <i>Fenton &amp; Grand Blanc</i> )	21,622	18,473	2	9,237	-14.56%
67-2	Genesee Co. ( <i>Burton &amp; Davison</i> )	18,886	17,935	2	8,968	-5.04%
67-1	Genesee Co. ( <i>Flint &amp; Flushing</i> )	15,721	14,735	1	14,735	-6.27%
71A	Lapeer Co.	13,404	13,395	1	13,395	-0.07%
14-B	Washtenaw Co. ( <i>Ypsilanti Twp</i> )	14,695	12,793	1	12,793	-12.94%
67-3	Genesee Co. ( <i>Mt. Morris</i> )	14,163	12,001	1	12,001	-15.27%
66th	Shiawassee Co.	10,085	10,043	2	5,022	-0.42%
2B	Hillsdale Co.	7,401	6,523	1	6,523	-11.86%

\*\* *Filings includes 49,479 parking violations*

\*\*\* *Does not include 4,488 parking violations*



*Region 2 - New Case Filings*

## CIVIL DEPARTMENT



*Seated - Pam Pfeifer  
Standing left to right - Renee Smith & Teresa Ballance*

In 2013 there were 4463 new cases processed at 55th District Court. These filings include general civil, landlord-tenant and small claims cases. Many of these filing consist of foreclosed properties and credit card debt. The civil division processed 6,193 garnishments. In addition this division processed 662 writs (evictions/seizures) and 62 marriages.

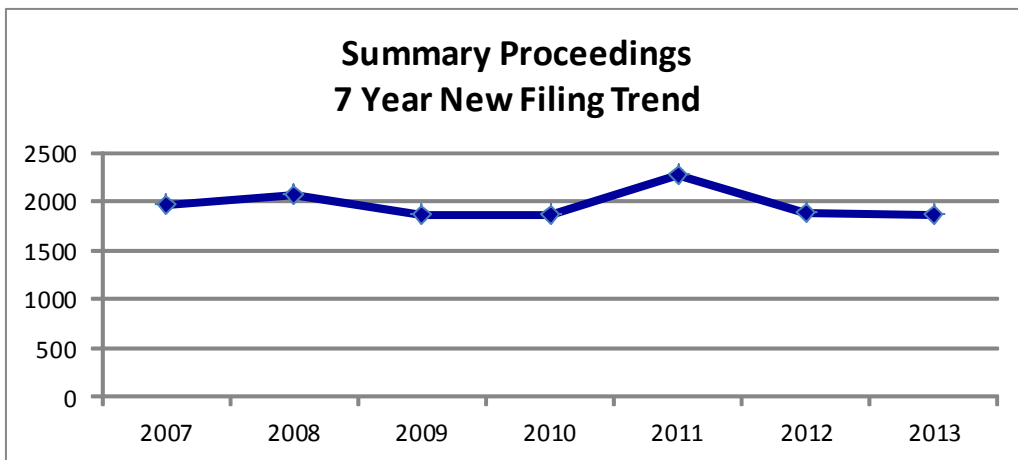
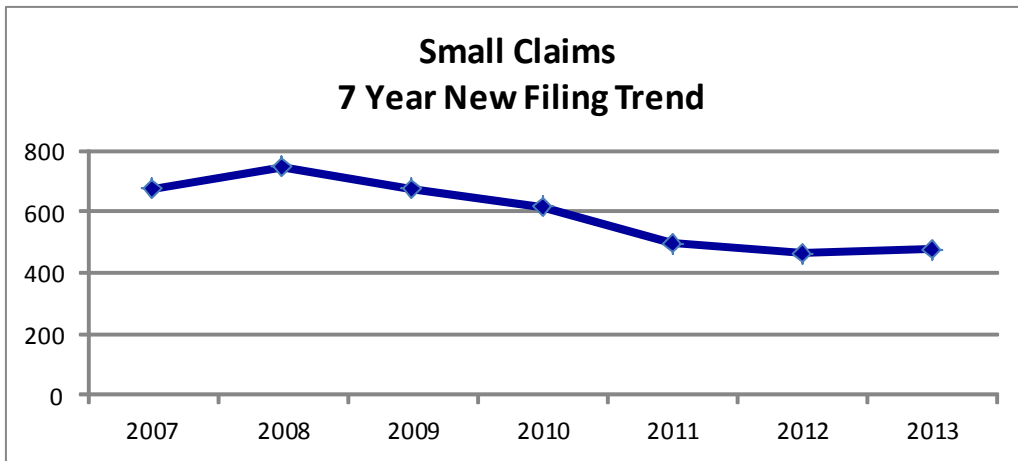
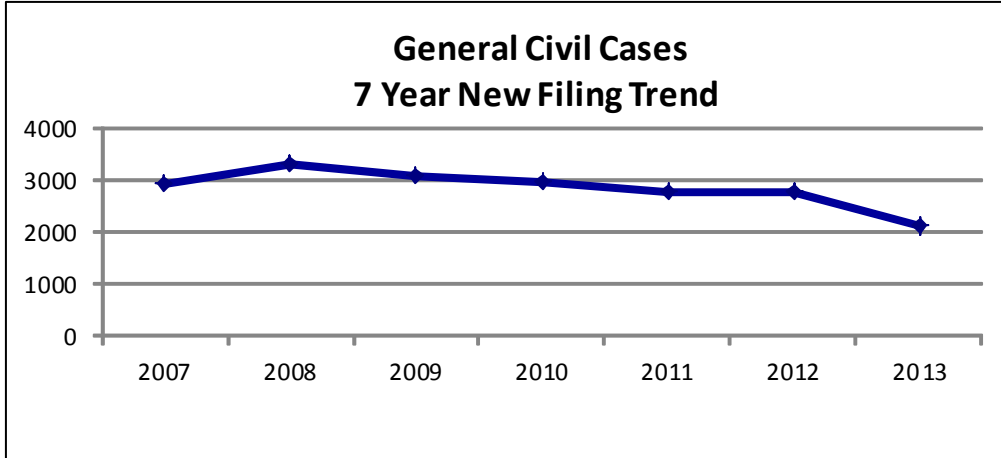
The court is proud of its Eviction Diversion Program, which began in 2013. This program provides low-and moderate- income families and individuals with eviction prevention assistance. There are many community partners involved in this program such as Volunteers of America and the Michigan Department of Human Services. Tenants have the opportunity to speak with eviction diversion specialists before their hearing. Lawyers and law students from the MSU Law Clinic and Legal Services of South Central Michigan are also on the site to provide tenants advice and guide them through what, to many, can be viewed a complicated process. The goal of the program is to reach settlement agreements which prevent entries of judgments and allow time to resolve issues in an effort to avoid evictions.

Each judge has one clerk assigned to handle their caseload. The civil division staff maintains efficiency due to their hard work and efficiency.

- Pamela Pfeifer  
Court Services Supervisor

*Civil Department*

# CIVIL DEPARTMENT



*Civil Cases - New Filing Trends*

## CIVIL DEPARTMENT

### DISPOSITIONAL INFORMATION

DISPOSITION	General Civil	Small Claims	Landlord/Tenant
Jury Verdict	0	0	0
Bench Verdict	3	65	10
Uncontested/Default/Settled	1,441	194	907
Transferred	8	21	2
Dismissed by Party	342	109	820
Dismissed by Court	481	80	148
Inactive	13	2	4
Other Disposition	9	2	0
Case Type Changed	0	0	0
<b>TOTALS</b>	<b>2,297</b>	<b>473</b>	<b>1,891</b>
New Filings	2,116	479	1866
Reopened	34	6	7
Total Cases	2,150	485	1,873
<b>Less Dispositions</b>	<b>2,297</b>	<b>473</b>	<b>1,891</b>
Clearance Rate	106.8%	97.6%	100.9%

*Civil Case Dispositions*

Clearance rate above 100% indicates a reduction in backlog  
 Clearance rate at 100% indicates no change in backlog  
 Clearance rate below 100% indicates an increase in backlog

## CRIMINAL/TRAFFIC DEPARTMENT



*Front row left to right - Irene Bost, Joan Nelson & LeeAnn Weller  
Back row left to right - Barb Pasch, Erin Jackson, Pam Pfeifer & Cindy Smith*

The Criminal Division processes all criminal misdemeanors, including drug and drunk driving cases. In addition, the division processes felony cases up through the preliminary examination stage. The Traffic division is responsible for processing traffic misdemeanors and all civil infractions, traffic and non traffic. In addition, the division processes parking violations, conservation violations, motor carrier violations and animal control violations. The Criminal Division saw a slight increase in filings from 2012. Whereas, the Traffic Division experienced a significant decline in filings.

The court is has three “Specialty Courts” which include the Sobriety Court, Domestic Violence Court, and the newly implemented (2013) Mental Health Court.

The Mental Health Court is one of approximately 20 now operating throughout the state. It is a collaborative effort between the Court, CMH and other community partners to identify and more effectively manage mentally ill defendants by providing early intervention, comprehensive case management and supportive services. Its goals are to reduce recidivism, improve public safety and quality of life for all involved, while maximizing the limited resources available to both the criminal justice and mental health systems. This specialty court is presided over by Judge Boyd.

*Criminal Traffic Department*

## CRIMINAL/TRAFFIC DEPARTMENT

The Sobriety Court enhances public safety by requiring personal accountability of alcohol and drug-dependent offenders. Its mission is accomplished by providing intensive judicial supervision and proven treatment services. This specialty court is presided over by Judge Allen.

The Domestic Violence Court operates on the principle of holding repeat batterers in domestic settings personally accountable through swift and efficient judicial responses called Fast Track. This is done through intensive judicial oversight and utilization of comprehensive social service intervention. This specialty court is presided over by Judge Boyd.

The Traffic and Criminal Division staff continues to work hard every day and share ideas in an effort to continue to improve efficiency and customer service.

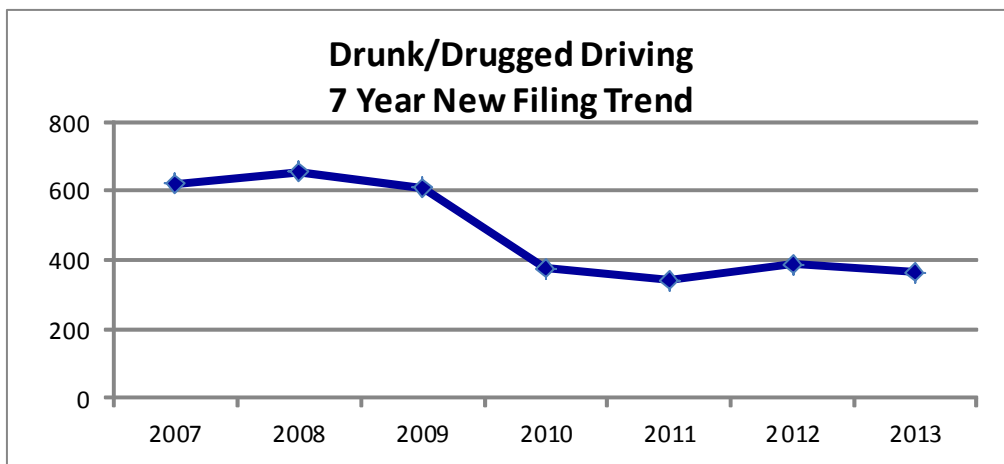
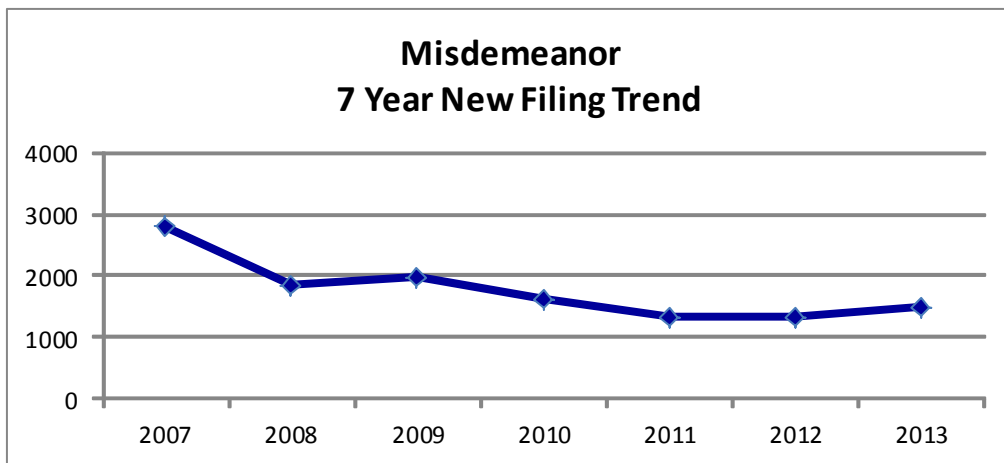
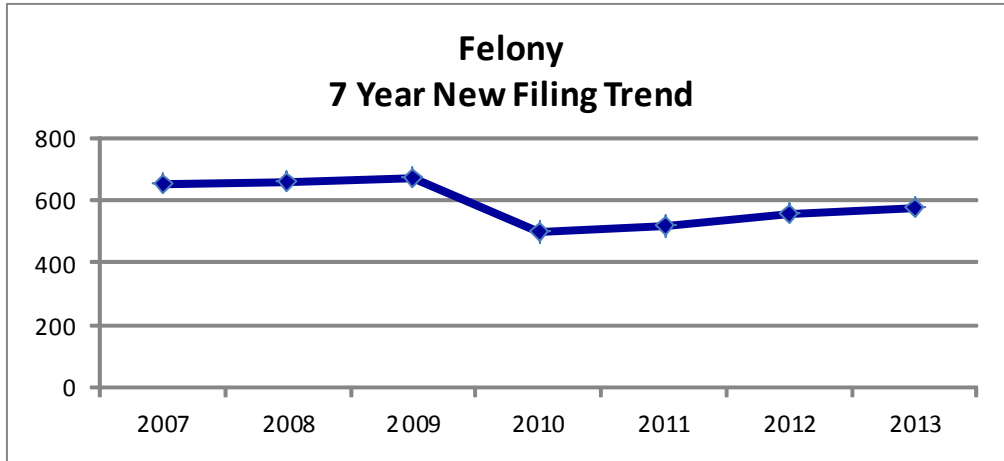
- Pam Pfeifer  
Court Services Supervisor



*Criminal/Traffic Department*



# CRIMINAL/TRAFFIC DEPARTMENT



*Criminal Cases - New Filing Trends*

# CRIMINAL/TRAFFIC DEPARTMENT

## CRIMINAL DISPOSITIONAL INFORMATION

DISPOSITION	Felony/Ext	Misdemeanor	Drunk Driving
Jury Verdict	0	9	4
Bench Verdict	20	4	0
Guilty Plea/Admission/Waive	172	705	305
Bindover/Transferred	337	0	33
Dismissed by Party	58	535	34
Dismissed by Court	39	98	11
Inactive/Bench Warrant	395	1,168	122
Other Disposition	0	0	0
Case Type Changed	2	3	1
<b>TOTALS</b>	<b>1,023</b>	<b>2,518</b>	<b>510</b>
New Filings	598	1,489	363
Reopened	406	1,072	122
Total Cases	1,004	2,561	485
<b>Less Dispositions</b>	<b>1,023</b>	<b>2,518</b>	<b>510</b>
Clearance Rate	101.9%	99.8%	105.5%

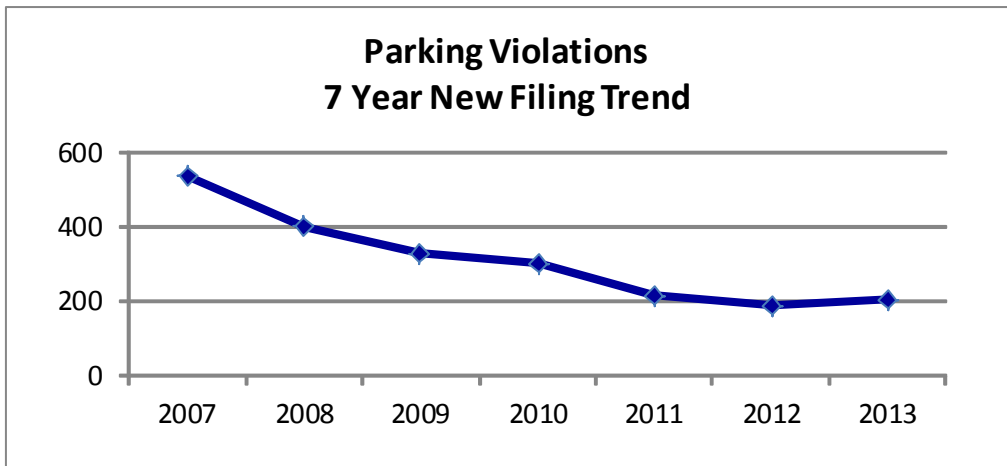
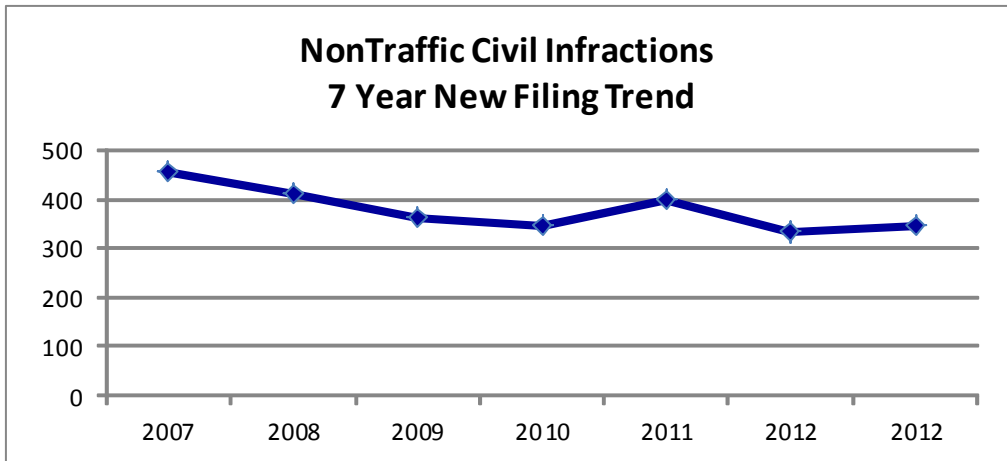
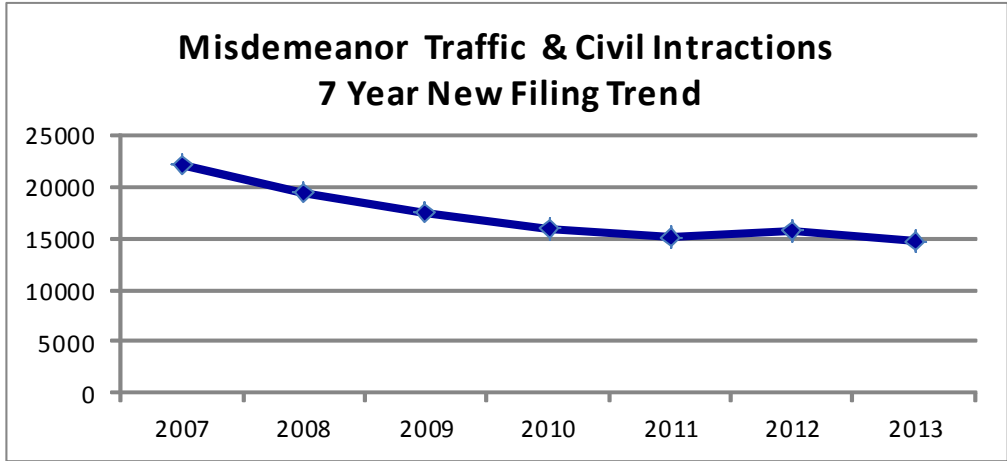
*Criminal Case Dispositions*

Clearance rate above 100% indicates a reduction in backlog

Clearance rate at 100% indicates no change in backlog

Clearance rate below 100% indicates an increase in backlog

# CRIMINAL/TRAFFIC DEPARTMENT



*Traffic Cases - New Filing Trends*

# CRIMINAL/TRAFFIC DEPARTMENT

## TRAFFIC DISPOSITIONAL INFORMATION

DISPOSITION	Civ Infraction/ Misdemeanor	Nontraffic Civ Infraction	Parking
Jury Verdict	0	0	0
Bench Verdict	593	30	6
Guilty Plea/Admission/Waive	10,228	181	78
Bindover/Transferred	0	0	0
Dismissed by Party	676	8	3
Dismissed by Court	506	30	16
Default	2,758	89	107
Inactive/Bench Warrant	858	0	0
Case Type Changed	3	0	0
<b>TOTALS</b>	<b>15,622</b>	<b>339</b>	<b>210</b>
New Filings	14,698	345	204
Reopened	853	0	0
Total Cases	15,551	345	204
<b>Less Dispositions</b>	<b>15,622</b>	<b>339</b>	<b>210</b>
Clearance Rate	100.5%	98.3%	102.9%

*Traffic Case Dispositions*

Clearance rate above 100% indicates a reduction in backlog  
 Clearance rate at 100% indicates no change in backlog  
 Clearance rate below 100% indicates an increase in backlog

## PROBATION DEPARTMENT



*Seated left to right - Linda Burkholder, Jesse Besonen, Emily Fabry, & Da'Neese Wells  
Standing left to right - Lindsay Kruger, Amy Iseler, Eva Higgins, & Alan Spencer*

Jesse Besonen, Probation Officer—Sobriety Court  
Linda Burkholder, Probation Officer  
Emily Fabry, Probation Officer  
Eva Higgins, Probation Officer—Sobriety Court  
Amy Iseler, Probation Officer/Assessment Specialist  
Lindsay Kruger, Probation Clerk  
Alan Spencer, Probation Officer—Mental Health Court  
Da'Neese Wells, Chief Probation Officer

*Probation Department*



# PROBATION DEPARTMENT

## Snapshot - Active Supervision

CATEGORY OF OFFENSES	ACTIVE SUPERVISION	PERCENT of CASELOAD
Drunk Driving	287	35.30%
Controlled Substances	143	17.59%
Assault	113	13.90%
Theft	111	13.65%
Alcohol—MIP	44	5.41%
Public Welfare & Safety	34	4.18%
Vehicle Offenses	23	2.83%
Obstructing Justice	21	2.58%
Property Offenses	18	2.21%
Weapons	10	1.23%
Children Offenses	3	0.37%
Animals	2	0.25%
Sexual Related Offenses	2	0.25%
Telecommunications	2	0.25%
<b>TOTAL</b>	<b>813</b>	<b>100.00%</b>

*The figures above reflect the number of defendants being actively supervised by a probation officer on 12/31/2013. These figures do not include defendants who have absconded from probation and a warrant has been issued for their arrest.*

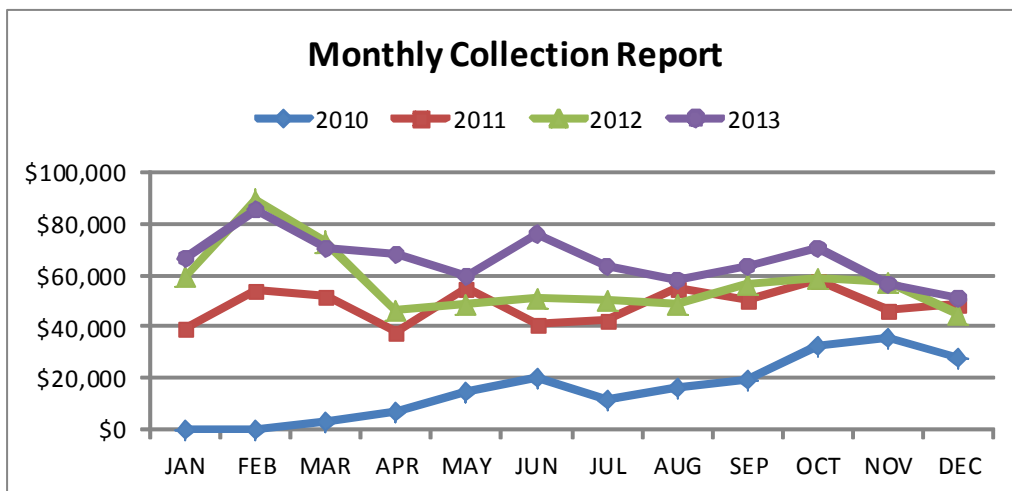
*Probation Statistics*

# COLLECTIONS DEPARTMENT

## Collection of Revenue as a Result of Collection Activity

MONTH	2011	2012	2013
JAN	\$38,649	\$59,684	\$66,898
FEB	\$53,886	\$89,654	\$85,496
MAR	\$51,913	\$72,777	\$70,527
APR	\$38,280	\$46,837	\$67,971
MAY	\$54,837	\$49,126	\$59,862
JUN	\$41,189	\$50,975	\$76,380
JUL	\$42,625	\$50,386	\$63,921
AUG	\$55,226	\$48,752	\$58,172
SEP	\$50,369	\$56,348	\$63,434
OCT	\$58,120	\$59,269	\$70,533
NOV	\$46,403	\$57,175	\$56,890
DEC	<u>\$48,792</u>	<u>\$44,574</u>	<u>\$50,781</u>
<b>TOTAL</b>	<b>\$581,288</b>	<b>\$685,558</b>	<b>\$790,866</b>

*Collections Report*



# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report General Fund Revenue - Budget

REVENUE	BUDGET	RECEIVED	DIFF	% BUD
<b>STATE OF MICHIGAN</b>				
State Judges Supplement	\$91,448	\$91,488	\$40	100.04%
Drunk/Drugged Driving Asst.	\$21,000	\$29,696	\$8,696	141.41%
Juror Reimbursement	<u>\$6,500</u>	<u>\$6,434</u>	<u>(\$66)</u>	<u>98.98%</u>
	<b>\$118,948</b>	<b>\$127,618</b>	<b>\$8,670</b>	<b>107.29%</b>
<b>CRIMINAL/TRAFFIC</b>				
Court Costs	\$1,175,000	\$1,048,402	(\$126,598)	89.23%
Ordinance Fines & Costs	\$400,000	\$335,068	(\$64,932)	83.77%
No Proof of Insurance Fee	\$30,000	\$26,151	(\$3,849)	87.17%
Bond Forfeitures	\$20,000	\$41,125	\$21,125	205.63%
Crime Victim Rights Fee	<u>\$15,000</u>	<u>\$14,681</u>	<u>(\$319)</u>	<u>97.87%</u>
	<b>\$1,640,000</b>	<b>\$1,465,427</b>	<b>(\$174,573)</b>	<b>89.36%</b>
<b>COURT APPOINTED ATTORNEY</b>				
Attorney Reimbursement	<b>\$85,000</b>	<b>\$69,463</b>	<b>(\$15,537)</b>	<b>81.72%</b>
<b>PROBATION</b>				
Probation Oversight	\$215,000	\$203,722	(\$11,278)	94.75%
Screening & Assessment Fee	\$35,000	\$34,299	(\$701)	98.00%
Presentence Fee	\$4,000	\$2,249	(\$1,751)	56.23%
	<b>\$254,000</b>	<b>\$240,270</b>	<b>(\$13,730)</b>	<b>94.59%</b>
<b>CIVIL</b>				
Civil Fees	<b>\$200,300</b>	<b>\$214,637</b>	<b>\$14,337</b>	<b>107.16%</b>
<b>MISCELLANEOUS</b>				
Miscellaneous Fees	<b>\$2,000</b>	<b>\$3,909</b>	<b>\$1,909</b>	<b>195.45%</b>
<b>TOTALS</b>	<b>\$2,300,248</b>	<b>\$2,121,324</b>	<b>(\$178,924)</b>	<b>92.22%</b>

Revenue - Budget



# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report General Fund Revenue - Comparison

REVENUE	2012	2013	DIFF	% DIFF
<b>STATE OF MICHIGAN</b>				
State Judges Supplement	\$91,448	\$91,448	\$0	0.00%
Drunk/Drugged Driving Asst.	\$27,811	\$29,696	\$1,885	6.78%
Juror Reimbursement	<u>\$4,655</u>	<u>\$6,434</u>	<u>\$1,779</u>	<u>38.22%</u>
	<b>\$123,954</b>	<b>\$127,578</b>	<b>\$3,624</b>	<b>2.92%</b>
<b>CRIMINAL/TRAFFIC</b>				
Court Costs	\$1,081,428	\$1,048,402	(\$33,026)	-3.05%
Crime Victim Rights Fee	\$14,820	\$14,681	(\$139)	-0.94%
No Proof of Insurance Fee	\$27,637	\$26,151	(\$1,486)	-5.38%
Bond Forfeitures	\$21,570	\$41,125	\$19,555	90.66%
Ordinance Fines and Costs	<u>\$364,349</u>	<u>\$335,068</u>	<u>(\$29,281)</u>	<u>-8.04%</u>
	<b>\$1,509,805</b>	<b>\$1,465,427</b>	<b>(\$44,378)</b>	<b>-2.94%</b>
<b>COURT APPOINTED ATTORNEY</b>				
Attorney Reimbursement	<b>\$70,139</b>	<b>\$69,463</b>	<b>(\$676)</b>	<b>-0.96%</b>
<b>PROBATION</b>				
Screening & Assessment Fee	\$39,922	\$34,299	(\$5,623)	-14.08%
Presentence Fee	\$2,624	\$2,249	(\$375)	-14.29%
Probation Oversight	<u>\$211,049</u>	<u>\$203,722</u>	<u>(\$7,327)</u>	<u>-3.47%</u>
	<b>\$253,595</b>	<b>\$240,270</b>	<b>(\$13,325)</b>	<b>-5.25%</b>
<b>CIVIL</b>				
Civil Fees	<b>\$243,381</b>	<b>\$214,637</b>	<b>(\$28,744)</b>	<b>-11.81%</b>
<b>MISCELLANEOUS</b>				
Miscellaneous Fees	<u>\$9,844</u>	<u>\$3,909</u>	<u>(\$5,935)</u>	<u>-60.29%</u>
<b>TOTALS</b>	<b>\$2,210,718</b>	<b>\$2,121,284</b>	<b>(\$89,434)</b>	<b>-4.05%</b>

Revenue - Comparison

# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report Expense - Budget

EXPENSES	BUDGET	EXPENDED	DIFF	% EXP
<b>PERSONNEL COSTS</b>				
55th District Court	\$1,638,486	\$1,639,718	(\$1,232)	100.08%
<b>OPERATING EXPENSES</b> <i>(controlled by court)</i>				
55th District Court	\$209,540	\$220,471	(\$10,931)	105.22%
<b>OPERATING EXPENSES</b> <i>(controlled by other departments)</i>				
55th District Court	\$168,076	\$162,363	\$5,713	96.60%
<b>TRANSFERS OUT/LIBRARY</b>	\$5,236	\$1,732	\$3,504	33.07%
<b>TRIAL EXPENSES</b>				
<i>(constitutional expenses related to trial)</i>				
Ct Appointed Attorney Expense	\$121,000	\$106,157	\$14,843	87.73%
Jury Expense	\$12,000	\$13,153	(\$1,153)	109.61%
Interpreter Expense	<u>\$6,000</u>	<u>\$2,960</u>	<u>\$3,040</u>	<u>49.33%</u>
	<b>\$139,000</b>	<b>\$122,270</b>	<b>\$16,730</b>	<b>87.96%</b>
<b>TOTAL DISTRICT COURT EXP</b>	<b>\$2,160,338</b>	<b>\$2,146,554</b>	<b>\$13,784</b>	<b>99.36%</b>

Expense - Budget

# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report Expense - Comparison

EXPENSES	2012	2013	13-12 DIFF	% DIFF
<b>PERSONNEL COSTS</b>				
55th District Court	\$1,699,890	\$1,639,718	(\$60,172)	-3.54%
<b>OPERATING EXPENSES</b> <i>(controlled by court)</i>				
55th District Court	\$162,190	\$220,471	\$58,281	35.93%
<b>OPERATING EXPENSES</b> <i>(controlled by other departments)</i>				
55th District Court	\$125,733	\$162,363	\$36,630	29.13%
<b>TRANSFERS OUT/LIBRARY</b>	\$0	\$1,732	\$1,732	
<b>TRIAL EXPENSES</b> <i>(constitutional expenses related to trial)</i>				
Ct Appointed Attorney Expense	\$110,751	\$106,157	(\$4,594)	-4.15%
Jury Expense	\$12,612	\$13,153	\$541	4.29%
Interpreter Expense	\$3,438	\$2,960	(\$478)	-13.90%
	<b>\$126,801</b>	<b>\$122,270</b>	<b>(\$4,531)</b>	<b>-3.57%</b>
<b>TOTAL DISTRICT COURT EXP</b>	<b>\$2,114,614</b>	<b>\$2,146,554</b>	<b>\$31,940</b>	<b>1.51%</b>

Expense-Comparison

# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report Sobriety Court

EXPENSES	BUDGET	EXPENDED	DIFF	% EXP
<b>PERSONNEL COSTS</b>				
Sobriety Court	\$185,275	\$202,603	(\$17,328)	109.35%
<b>OPERATING EXPENSES</b> <i>(controlled by court)</i>				
Sobriety Court	\$22,480	\$35,471	(\$12,991)	157.79%
<b>OPERATING EXPENSES</b> <i>(controlled by other departments)</i>				
55th District Court	\$599	\$569	\$30	95.02%
<b>TOTAL DISTRICT COURT EXP</b>	<b>\$208,354</b>	<b>\$238,643</b>	<b>(\$30,289)</b>	<b>114.54%</b>

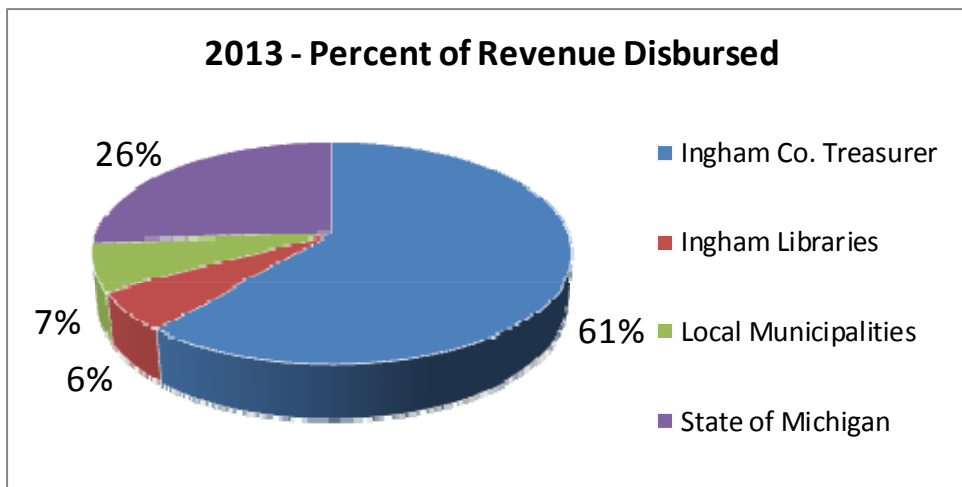
EXPENSES	2012	2013	13-12 DIFF	% DIFF
<b>PERSONNEL COSTS</b>				
Sobriety Court	\$192,417	\$202,603	(\$10,186)	5.29%
<b>OPERATING EXPENSES</b> <i>(controlled by court)</i>				
Sobriety Court	\$27,538	\$35,471	(\$7,933)	28.81%
<b>OPERATING EXPENSES</b> <i>(controlled by other departments)</i>				
55th District Court	\$998	\$569	\$429	-42.97%
<b>TOTAL DISTRICT COURT EXP</b>	<b>\$220,953</b>	<b>\$238,643</b>	<b>(\$17,690)</b>	<b>8.01%</b>

Expense-Comparison

# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report Disbursement of Revenue Collected by the Court

AGENCY	2012	2013	13-12 DIFF
Ingham County Treasurer	\$2,263,483	\$2,138,705	-\$124,778
Ingham Libraries	\$211,179	\$213,198	\$2,019
Local Municipalities	\$256,211	\$237,259	-\$18,952
State of Michigan	\$969,354	\$891,105	-\$78,249
<b>TOTAL</b>	<b>\$3,700,227</b>	<b>\$3,480,267</b>	<b>-\$219,960</b>

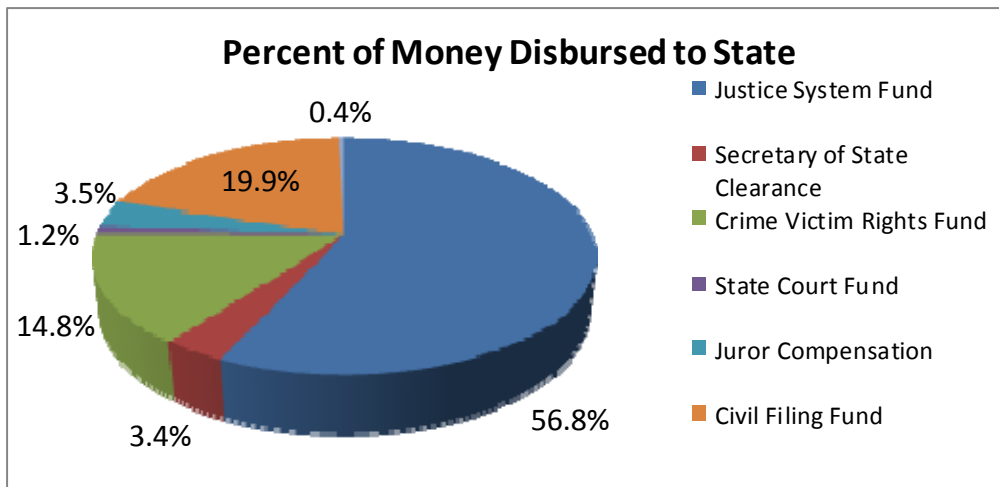


*Disbursement of Revenue*

# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report Disbursement of Revenue to the State of Michigan

REVENUE CATEGORY	2012	2013	13-12 DIFF
Justice System Fund	\$555,030	\$506,335	(\$48,695)
Secretary of State Clearance	\$33,702	\$30,714	(\$2,988)
Crime Victim Rights Fund	\$133,537	\$132,129	(\$1,408)
State Court Fund	\$11,110	\$10,310	(\$800)
Juror Compensation	\$34,240	\$30,872	(\$3,145)
Civil Filing Fund	\$200,744	\$177,473	(\$23,301)
Miscellaneous	<u>\$958</u>	<u>\$3,272</u>	\$2,090
<b>TOTALS</b>	<b>\$969,352</b>	<b>\$891,106</b>	<b>(\$78,246)</b>

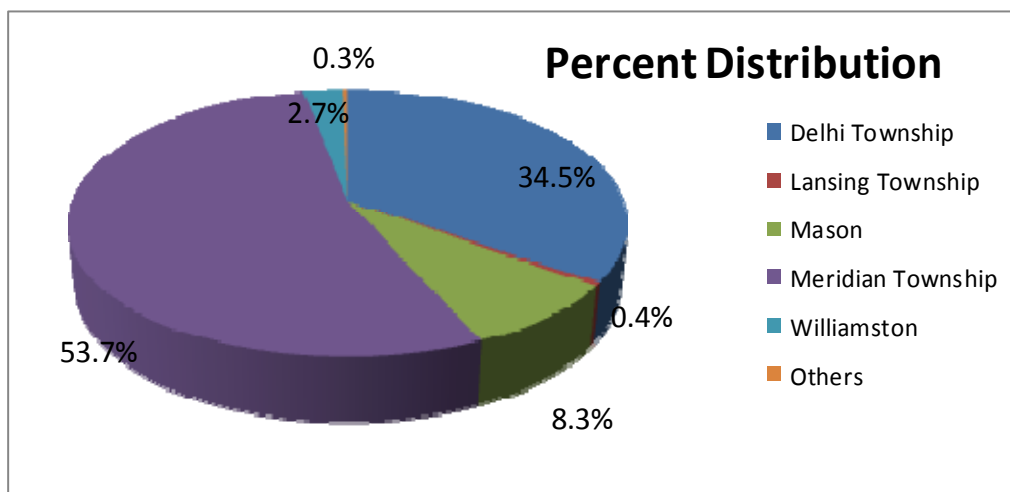


*Disbursement To State*

# OFFICE of ADMINISTRATIVE SERVICES

## 2013 Financial Report Disbursement of Revenue to Municipalities From Fines & Costs Assessed

AGENCY	2012	2013	13-12
Alaiedon Township	\$36	\$26	(\$10)
Delhi Township	\$57,985	\$56,624	(\$1,361)
Lansing Township	\$957	\$719	(\$238)
Leslie	\$317	\$287	(\$30)
Mason	\$14,286	\$13,607	(\$679)
Meridian Township	\$100,287	\$88,144	(\$12,143)
Stockbridge Vill	\$86	\$180	\$94
Webberville	<u>\$619</u>	<u>\$0</u>	<u>(\$618)</u>
Williamston	<u>\$4,824</u>	<u>\$4,447</u>	<u>(\$377)</u>
<b>TOTALS</b>	<b>\$179,936</b>	<b>\$164,034</b>	<b>(\$15,362)</b>



*Disbursement To Municipalities*

## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Financial Report Disbursement of Revenue to Agencies From Cost Recovery Assessments

AGENCY	2012	2013	DIFF
Delhi Prosecuting Attorney	\$1,653	\$1,536	(\$117)
East Lansing Police Dept.	\$542	\$0	(\$542)
Ingham Co. Sheriff's Office	\$30,692	\$25,983	(\$4,709)
Ingham Co. Prosecutor's Office	\$18,167	\$16,918	(\$1,249)
Lansing TWP Police Dept.	\$3,944	\$7,370	\$3,426
Leslie Police Department	\$0	\$15	\$15
Mason City Attorney's Office	\$990	\$1,605	\$615
Mason Police Dept.	\$2,737	\$2,636	(\$101)
Meridian TWP Prosecutor	\$1,213	\$2,652	\$1,439)
Meridian TWP Police Dept.	\$13,851	\$11,333	(\$2,518)
MSU Campus Police Dept.	\$1,163	\$1,149	(\$14)
Stockbridge Police Dept.	\$310	\$278	(\$32)
Williamston Police Dept.	\$700	\$1,487	\$787
<b>TOTALS</b>	<b>\$76,763</b>	<b>\$72,948</b>	

*Disbursement To Municipalities*

*Cost recovery is allowable by statute for specified offenses.*



## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Strategic Planning Goals

#### EXPAND ROLE AS AN INTEGRATED MEMBER OF THE INGHAM COUNTY COMMUNITY

##### OBJECTIVES:

- Utilize at least one probation intern during 2013.

*Court utilized two probation interns during the summer.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Utilize at least three law students as legal interns (preferably one per semester)

*Court utilized two legal interns for the summer and one in the fall.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Hold four Court to Schools programs at high schools within the court's jurisdiction

*Court conducted the Court to Schools program at Okemos H.S. and Dansville H.S. in the spring and at Holt H.S. and Mason H.S. in the fall.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Establish a problem solving team for defendants with mental health issues

*Mental Health Court established and operational.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

*Strategic Planning*

## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Strategic Planning Goals

#### CONTINUE TO ENHANCE COURT SECURITY MEASURES

##### OBJECTIVES:

- Conduct bi-monthly court security meetings  
Security committee has met 7 out of 12 months.

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Complete draft Emergency Management Plan  
Emergency manage plan adopted as individual policies.

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Review SCAO Security Audit and implement recommendations that are feasible.  
Security Committee recommended that some of the SCAO recommendations be addresses in the 2014 Budget. Recommendations were approved in 2014 Budget.

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Require employees to participate in at least one security/personal safety program  
ICSO conducted an active shooter training in the summer. Several employees attended. Those that did not attend were asked to watch a short video training (“Run, Hide, Fight”) on how to respond to an active shooter.

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

*Strategic Planning*

## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Strategic Planning Goals

#### CONTINUE TO ENHANCE COURT SECURITY MEASURES (continued)

##### OBJECTIVES:

- Hold quarterly meeting with the Ingham County Sheriff Office to discuss an alternative weapons screening station/plan.  
ICSO has advised that they have been having a hard time filling part-time jail positions and wanted to focus on those positions before filling other part-time positions.

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Implement Phase II of the court's video surveillance plan.  
All three phases of the video surveillance project will be implemented during the 1st quarter of 2014.

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

*Strategic Planning*

## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Strategic Planning Goals

#### EXPAND THE USE OF TECHNOLOGY

##### OBJECTIVES:

- Deploy tablet technology for the electronic transfer of court documents  
*Judges have been provided with i-Pads.*

WAS THE OBJECTIVE MET?  Yes  No  Outside of Control

- Deploy existing laptops (judges' bench) for probation personnel  
*Laptops have been provided to the probation department.*

WAS THE OBJECTIVE MET?  Yes  No  Outside of Control

- Develop a system to monitor employee training programs  
*Court Administrator developed an Access database to monitor employee training*

WAS THE OBJECTIVE MET?  Yes  No  Outside of Control

- Provide quarterly reports to the Administrative Team regarding JIS Next Generation project  
*JIS did not provide any Next Generation progress reports.*

WAS THE OBJECTIVE MET?  Yes  No  Outside of Control

*Strategic Planning*

## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Strategic Planning Goals

#### PROMOTE THE PROFESSIONAL DEVELOPMENT OF EMPLOYEES

##### OBJECTIVES:

- Develop a plan for cross-training employees  
*A formal plan has not been adopted; some employees have learned different job duties; new employees are advised they will be cross-trained*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- 90% of employees will attend a minimum of 8 hours of training/personnel development  
*All employees, except clerical support staff, attended a minimum of 8 hours training/personnel development*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Conduct annual in-service training program  
*Leadership in-service training conducted in 2013*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

*Strategic Planning*

## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Strategic Planning Goals

#### MAXIMIZE EFFECTIVE USE OF PROBATION PROGRAMS

##### OBJECTIVES:

- Conduct and review bi-annual audit of probation caseload.  
*Review was conducted in January.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Present metrics of the effectiveness of Sobriety Court to the Law and Courts Committee  
*Presentation was given at the April 18th Law & Courts Committee meeting.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Monthly monitoring of probation caseload  
*Chief Probation Officer this function an ongoing basis.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Develop metrics for the adjournment of probation hearings  
*Policy 13 –1 was adopted, which addresses the adjournment of probation violation hearings for in-custody defendants*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

*Strategic Planning*

## OFFICE of ADMINISTRATIVE SERVICES

### 2013 Strategic Planning Goals

#### IMPROVE INTERNAL COMMUNICATIONS

##### OBJECTIVES:

- Develop an electronic suggestion box  
*Suggestion box is not operational due to programming issues and costs.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Conduct bi-monthly voluntary staff meetings  
*Court conducted meetings in March, May, August, October & November*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

- Publish monthly newsletter, "The Informant"  
*Informant was published in April and November.*

WAS THE OBJECTIVE MET? [  ] Yes [  ] No [  ] Outside of Control

*Strategic Planning*

# OFFICE of ADMINISTRATIVE SERVICES

## PUBLIC SATISFACTION SURVEY

In November the court conducted a week-long public satisfaction survey, The surveys were sent to the State Court Administrative Office for compiling, The results of the survey are listed below:

### Section 1: Access to the Court

- 1) Finding the courthouse was easy.
  - 1 - Strongly Agree 87 **58%**
  - 2 - Agree 46 **30%**
  - 3 - Neutral 12 **8%**
  - 4 - Disagree 5 **3%**
  - 5 - Strongly Disagree 1 **1%**
  - 1 NA Response(s)
- 2) The forms I needed were clear and easy to understand.
  - 1 - Strongly Agree 80 **56%**
  - 2 - Agree 44 **31%**
  - 3 - Neutral 12 **8%**
  - 4 - Disagree 4 **3%**
  - 5 - Strongly Disagree 2 **1%**
  - 10 NA Response(s)
- 3) I felt safe in the courthouse.
  - 1 - Strongly Agree 107 **70%**
  - 2 - Agree 41 **27%**
  - 3 - Neutral 3 **2%**
  - 4 - Disagree 1 **1%**
  - No NA Responses
- 4) I was able to get my court business done in a reasonable amount of time today.
  - 1 - Strongly Agree 86 **57%**
  - 2 - Agree 34 **23%**
  - 3 - Neutral 25 **17%**
  - 4 - Disagree 5 **3%**
  - 5 - Strongly Disagree 1 **1%**
  - 2 NA Response(s)
- 5) I was treated with courtesy and respect by court staff.
  - 1 - Strongly Agree 105 **70%**
  - 2 - Agree 39 **26%**
  - 3 - Neutral 5 **3%**
  - 4 - Disagree 1 **1%**
  - 5 - Strongly Disagree 1 **1%**
  - 1 NA Response(s)
- 6) I easily found the courtroom or office I needed.
  - 1 - Strongly Agree 107 **73%**
  - 2 - Agree 37 **25%**
  - 3 - Neutral 3 **2%**
  - 3 NA Response(s)
- 7) The court's website was useful.
  - 1 - Strongly Agree 32 **41%**
  - 2 - Agree 19 **24%**
  - 3 - Neutral 23 **29%**
  - 4 - Disagree 3 **4%**
  - 5 - Strongly Disagree 1 **1%**
  - 69 NA Response(s)
- 8) The court's hours of operation made it easy for me to do my business.
  - 1 - Strongly Agree 70 **47%**
  - 2 - Agree 57 **38%**
  - 3 - Neutral 16 **11%**
  - 4 - Disagree 3 **2%**
  - 5 - Strongly Disagree 4 **3%**
  - 1 NA Response(s)

*Public Relations*



# OFFICE of ADMINISTRATIVE SERVICES

## PUBLIC SATISFACTION SURVEY

### Section 2: Fairness

- 9) The way the case was handled was fair.
- 1 - Strongly Agree 26 **52%**
  - 2 - Agree 15 **30%**
  - 3 - Neutral 4 **8%**
  - 4 - Disagree 2 **4%**
  - 5 - Strongly Disagree 3 **6%**
  - 3 NA Response(s)
- 11) The judge/magistrate/referee had the information necessary to make informed decisions about the case.
- 1 - Strongly Agree 23 **52%**
  - 2 - Agree 15 **34%**
  - 3 - Neutral 4 **9%**
  - 4 - Disagree 1 **2%**
  - 5 - Strongly Disagree 1 **2%**
  - 6 NA Response(s)
- 12) The judge/magistrate/referee treated everyone with courtesy and respect.
- 1 - Strongly Agree 26 **58%**
  - 2 - Agree 13 **29%**
  - 3 - Neutral 4 **9%**
  - 4 - Disagree 1 **2%**
  - 5 - Strongly Disagree 1 **2%**
  - 5 NA Response(s)
- 13) The judge/magistrate/referee told the parties what would happen next in the case.
- 1 - Strongly Agree 26 **60%**
  - 2 - Agree 10 **23%**
  - 3 - Neutral 2 **5%**
  - 4 - Disagree 1 **2%**
  - 5 - Strongly Disagree 4 **9%**
  - 7 NA Response(s)
- 14) The outcome in my case was favorable to me.
- 1 - Strongly Agree 17 **40%**
  - 2 - Agree 9 **21%**
  - 3 - Neutral 11 **26%**
  - 4 - Disagree 3 **7%**
  - 5 - Strongly Disagree 3 **7%**
  - 6 NA Response(s)
- 15) As I leave the court, I understand what happened in my case.
- 1 - Strongly Agree 23 **53 %**
  - 2 - Agree 14 **33 %**
  - 3 - Neutral 5 **12 %**
  - 5 - Strongly Disagree 1 **2 %**
  - 6 NA Response(s)

*Public Relations*

# COURT DIRECTORY

## JUDGES

Honorable Thomas P. Boyd, Chief Judge - Term Expires 12/31/2014  
Honorable Donald L. Allen, Jr. - Term Expires 12/21/2016

## ADMINISTRATION

Michael J. Dillon, Court Administrator (6)  
Kathy Fajardo, Administrative Services Coordinator (38)  
Pamela Pfeifer, Court Services Supervisor (5)

## JUDICIAL SUPPORT

James B. Pahl, Magistrate (21) *Retired 10/2013*  
Mark Blumer, Interim Magistrate (1)  
Elaine Stocking, Judicial Secretary/Court Recorder - Judge Boyd (13)  
Robin Kelley, Judicial Assistant - Judge Allen (35) *Retired 9/2013*  
Marty Waugh, Judicial Assistant - Judge Allen (14)  
David Burt, Court Officer - Judge Allen (6)  
Alan Spencer, Court/Collections Officer (4)  
Dep. Tom Beeson (contracted ICSO Court Officer—Judge Boyd)  
Dep. Dave Biergans (contracted ICSO Court Officer—Judge Boyd)

## CIVIL DIVISION

Renee Smith, Court Clerk (19)  
Teresa Ballance, Court Clerk (23)

## CRIMINAL/TRAFFIC DIVISION

Criminal Division  
Barb Pasch, Court Clerk (9)  
Alana Kelley, Court Clerk (7) *resigned 11/2013*  
Irene Bost, Court Clerk (15)  
Erin Jackson, Court Clerk (3)

*Court Directory*

( ) denotes years of service with the court

# COURT DIRECTORY

## **CRIMINAL/TRAFFIC DIVISION**

### Traffic Division

Joan Nelson, Court Clerk (16)

Cindy Smith, Court Clerk (14)

Erin Jackson, Court Clerk (3)

## **PROBATION DIVISION**

Da'Neese Wells, Chief Probation Officer (11)

Linda Burkholder, Probation Officer (21)

Eva Higgins, Probation Officer (10)

Emily Fabry, Probation Officer (7)

Amy Iseler, Probation Officer/Assessment Specialist (6)

Jesse Besonen, Probation Officer (4)

Lindsay Kruger, Court Clerk (1)

*Court Directory*

MICHAEL J. DILLON  
COURT ADMINISTRATOR



STATE OF MICHIGAN  
55<sup>TH</sup> JUDICIAL DISTRICT COURT  
700 BUHL AVENUE MASON, MICHIGAN 48854  
517-676-8400  
dc.ingham.org

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To all Interested Parties:

The 55<sup>th</sup> District Court plays an integral role in the administration of justice in Ingham County. We at the court promote equality and fairness. We acknowledge that public trust and confidence are important aspects in maintaining the integrity of the judicial system. Hence, we continue to focus on the delivery of professional services to all users of the court.

We recognize that an informed public helps to build public trust and confidence in a public entity. Consequently, this report is an attempt to provide our stakeholders with a summary of district court activity during the year of 2013.

The administration of the court recognizes the hard work exemplified by our employees. Their dedication and effort have contributed significantly to the efficient operation of the 55<sup>th</sup> District Court. The administration of the court would like to express our gratitude to the Ingham County Board of Commissioners and Mr. Timothy Dolehanty, County Controller/Administrator, for their continued support of 55<sup>th</sup> District Court operations.

We will continue to strive to be a model district court in the State of Michigan and would like to thank all who have contributed to our success thus far.

Michael J. Dillon  
Court Administrator