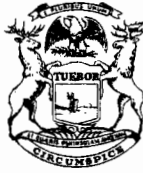


Thomas E. Brennan, Jr.  
Chief Judge



Pamela J. McCabe  
Judge

James B. Pahl  
Magistrate

Larry A. Theisen  
Court Administrator

## 55<sup>th</sup> Judicial District Court of the State of Michigan

700 Buhl Avenue, Mason, Michigan 48854 \* Phone: 517.676.8400

Administrative Order 2003 - 1

Plan for Appointment of Counsel for Indigent Parties

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

This administrative order is issued in accordance with MCR 8.123 effective January 1, 2004. The purpose of this order is to set forth the plan for the Court's Appointment of Counsel for Indigent Parties, upon approval of by the State Court Administrative Office.

#### 1. Selection Criteria and Procedure

The court will select one attorney for each judge of the court on a quarterly basis. A list will be maintained of attorneys who have submitted letters and resumes requesting court appointed contracts. If no attorneys, or no qualified attorneys are available, the court will solicit applications via notices in appropriate journals, papers or other publications.

Qualified attorneys must have demonstrated previous experience representing clients in criminal matters before a District Court and be a member in good standing of the State Bar of Michigan. Each judge shall review the resume, other credentials and references of the attorneys applying to determine their suitability for appointment.

Each judge of the court shall monitor the performance of appointed attorneys on a continuing basis to insure that defendants are being adequately represented. It is expected that attorneys will arrive on time, be prepared to defend their client, present an adequate and proper defense and be knowledgeable of the laws, court rules, facts and circumstances that pertain to each clients case. If a judge feels that the above standards are not being met, the judge shall counsel the attorney and if the faults are not corrected, the attorneys contract shall be terminated.

The Court Administrator will be responsible for collecting and reporting the data required by this order.

## 2. Appointment Process

Attorneys may submit a letter to the Court Administrator or individual judges requesting appointment to represent indigent defendants. Each judge will review the letters and credentials submitted requesting appointment. Appointments are made on quarterly basis. An attorney may be reappointed for succeeding quarters.

## 3. Compensation

Attorneys will be paid a fixed monthly sum of \$1,000.00 per month to be billed when all of the cases from the previous month have been substantially completed.. The total paid is \$3000.00 per quarter per attorney.

The attorney is responsible for all indigent cases assigned during the quarter. The budget documentation of the court will be the reference document for the fixed monthly sum should future changes in payments occur.

## 4. Maintenance of Records

The following records will be maintained by the court:

Number of appointments given to each attorney by the court.

Number of appointments given to each attorney by each judge of the court.

Total amount of public funds paid to each attorney by the court.

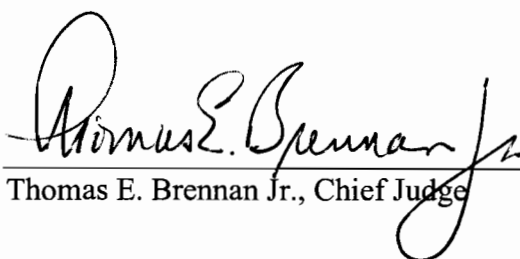
Total amount of public funds paid to each attorney for assignments by each judge of the court.

These records will be made available to the public by submitting a request to the Court Administrator at no charge.

These records are maintained by the court pursuant to SCAO General Schedule 16.

Effective Date: January 1, 2004

Date: SEPTEMBER 8, 2003

  
Thomas E. Brennan Jr., Chief Judge