

THIRD JUDICIAL CIRCUIT  
OF MICHIGAN

ROBERT J. COLOMBO, JR.  
CHIEF JUDGE

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

(313) 224-5430

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DOCKET DIRECTIVE 2014 – 20

STATE OF MICHIGAN  
THIRD JUDICIAL CIRCUIT

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**SUBJECT: JURY UTILIZATION POLICY**

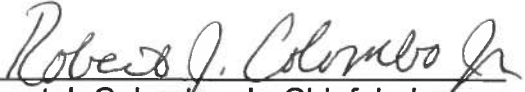
This Docket Directive is issued pursuant to MCR 8.110; and is meant to provide a policy in the utilization of scheduled Jurors in the Criminal and Juvenile Divisions.

This Docket Directive rescinds and replaces Docket Directive 2014-17.

1. This Policy applies to every judge who is on the trial docket in the Criminal Division and every judge in the Juvenile Division.
2. At the direction of the judge, either the courtroom clerk or the administrative assistant shall make a determination prior to 3:00 p.m. the day before a scheduled jury trial as to whether a jury trial scheduled for the next day will begin and take the following steps:
  - a. The courtroom clerk or the administrative assistant– either by phone or by email – shall contact the prosecutor and all defense counsel to determine whether the scheduled jury trial for the next day will actually begin.
  - b. After contacting counsel, and no later than 3:00 p.m. the day prior for the jury trial, the courtroom clerk or the administrative assistant shall notify the Jury Services Department in the FMHJ by email ([FMHJ-Jury@3rdcc.org](mailto:FMHJ-Jury@3rdcc.org)), to confirm either
    - i. the jury trial will begin the following day or,
    - ii. the jury trial will not begin; and
    - iii. provide to the Jury Services Department the names of counsel contacted

3. If the Jury Services Department does not receive an email from a Criminal Division trial docket or a Juvenile Division courtroom by 3:00 p.m. the day before a scheduled jury trial, Jury Services Department shall cancel the jurors for that trial docket.
4. A jury shall not be ordered for any case that a Criminal Division judge will seek to spin off, except if another judge has agreed to take the spin off any time prior to 3:00 p.m. on the day before the scheduled jury trial.

**Dated:** May 27, 2014

  
Robert J. Colombo, Jr. Chief Judge  
Third Judicial Circuit