

INGHAM COUNTY COURTS

30TH JUDICIAL CIRCUIT COURT – 54-A DISTRICT – 54-B DISTRICT – 55TH DISTRICT- INGHAM COUNTY PROBATE

JURY BOARD

Theodore Seitz, Chairperson
Mike Severino, Member
Rebecca Bahar-Cook, Member

ADMINISTRATION

Shauna Dunnings, Circuit Court Administrator
313 W. Kalamazoo Street
Lansing, Michigan 48933
<http://ja.ingham.org>

Tracy Baldwin, Jury Coordinator
e-mail: juryboard@ingham.org

MINUTES INGHAM COUNTY JURY ADMINISTRATION May 19, 2017

MEMBERS PRESENT: Ted Seitz, Mike Severino, Rebecca Bahar-Cook

OTHERS PRESENT: Shauna Dunnings, Rhonda Swayze, Tracy Baldwin, Cindy Brundage, Cindy Barrett

CALL TO ORDER

The meeting was held in Board of Commissioners room at the Veterans Memorial Courthouse, 313 W Kalamazoo St, Lansing MI 48933 and called to order by Ted Seitz at 2:07 pm.

APPROVAL OF MINUTES

Move to approve January 17, 2017 minutes – granted

CHANGES TO THE AGENDA

None

PUBLIC PRESENT

None

BUSINESS

- 1. Changes to the Jury Board** – Ted Seitz introduced Rebecca Bahar-Cook and she told us she was a former County Commissioner and Chair of the Law and Courts Committee for many years. She has a good feeling how the jury system works in the county and decided to be involved with the process.

- 2. Courthouse Technologies Update** – Rhonda Swayze talked about the virus that brought down the whole Ingham County’s IT system on May 1, 2017 and caused a few delays that we did not expect. Rhonda stated she emailed Deb Fett, the Director of the IT Department, that CHT still cannot VPN into our system to make the final changes that needed to be made and give a once over to make sure everything is looking ok. Rhonda discussed that we had to purchase more supplies a few months back and we will be running out of those supplies in the next few weeks. We are hopeful to have a go live date on either June 26, 2017 or July 10, 2017. Discussion with Cindy Brundage and Cindy Barrett from 54B District Court about how they were feeling about the new system. Shauna Dunnings commended us and thanked us for working together during this past two weeks and getting through these hard times. 54B staff was able to get into CHT training. Cindy Brundage stated that just today they were able to get back into the Xerox system. Mike Severino asked how the virus had affected the district courts and how it would affect them when we go to CHT. Shauna Dunning stated this could happen in the future as long as we are hosting the program. Ingham County will be hosting CHT on our server at least for this year. When the contract gets renewed the county will be looking at having CHT host.

Ted Seitz asked if there were going to be big changes that the jurors would see with the new summons/questionnaires. There was discussion about the new summons/questionnaire looking different but having the same questions. We talked about the big changes: better online questionnaire, IVR system and once we get more contact information from the jurors, being able to respond to them by texting, emailing, and calling with information ie:if scheduled to appear, if court is closed, etc.

Ted Seitz asked if there was going to be any public notice. We handed out a copy of the Press Release that was written.

- 3. Approve the September 2017 through August 2018 Orders to Draw Jurors;** For 54A District Court, 54B District Court, 55th District Court and the 30th Circuit Court was ordered and approved.

A. 30th Circuit Court, Order dated May 8, 2017 for:

Panel 1	09/05/17	325/170
Panel 2	09/11/17	325/170
Panel 3	09/18/17	425/170
Panel 4	09/25/17	325/115
Panel 5	10/02/17	325/115

Panel 6	10/09/17	325/115
Panel 7	10/16/17	325/115
Panel 8	10/23/17	325/170
Panel 9	10/30/17	325/170
Panel 10	11/06/17	325/170
Panel 11	11/13/17	325/170
Panel 12	11/20/17	425/170
Panel 13	11/27/17	325/115
Panel 14	12/04/17	325/115
Panel 15	12/11/17	325/115
Panel 16	12/18/17	0/0
Panel 17	12/25/17	0/0
Panel 18	01/02/18	325/115
Panel 19	01/08/18	325/170
Panel 20	01/16/18	325/170
Panel 21	01/22/18	325/170
Panel 22	01/29/18	325/170
Panel 23	02/05/18	425/170
Panel 24	02/12/18	325/115
Panel 25	02/20/18	325/115
Panel 26	02/26/18	325/115
Panel 27	03/05/18	325/115
Panel 28	03/12/18	325/170
Panel 29	03/19/18	325/170
Panel 30	03/26/18	325/170
Panel 31	04/02/18	325/170
Panel 32	04/09/18	425/170
Panel 33	04/16/18	325/115
Panel 34	04/23/18	325/115
Panel 35	04/30/18	325/115
Panel 36	05/07/18	325/115
Panel 37	05/14/18	325/170
Panel 38	05/21/18	325/170
Panel 39	05/29/18	325/170
Panel 40	06/04/18	325/170
Panel 41	06/11/18	425/170
Panel 42	06/18/18	325/115
Panel 43	06/25/18	325/115
Panel 44	07/02/18	325/115
Panel 45	07/09/18	325/115
Panel 46	07/16/18	325/170

Panel 47	07/23/18	325/170
Panel 48	07/30/18	325/170
Panel 49	08/06/18	325/170
Panel 50	08/13/18	425/170
Panel 51	08/20/18	325/115
Panel 52	08/27/18	325/115

B. 54A District Court, Order dated March 29, 2017 for:

Panel 1	09/05/17	85
Panel 2	09/11/17	85
Panel 3	09/18/17	85
Panel 4	09/25/17	85
Panel 5	10/02/17	85
Panel 6	10/10/17	85
Panel 7	10/16/17	85
Panel 8	10/23/17	85
Panel 9	10/30/17	85
Panel 10	11/06/17	85
Panel 11	11/13/17	85
Panel 12	11/20/17	85
Panel 13	11/27/17	85
Panel 14	12/04/17	85
Panel 15	12/11/17	85
Panel 16	12/18/17	85
Panel 17	01/08/18	85
Panel 18	01/16/18	85
Panel 19	01/22/18	85
Panel 20	01/29/18	85
Panel 21	02/05/18	85
Panel 22	02/12/18	85
Panel 23	02/20/18	85
Panel 24	02/26/18	85
Panel 25	03/05/18	85
Panel 26	03/12/18	85
Panel 27	03/19/18	85
Panel 28	03/26/18	85
Panel 29	04/02/18	85
Panel 30	04/09/18	85
Panel 31	04/16/18	85
Panel 32	04/23/18	85

Panel 33	04/30/18	85
Panel 34	05/07/18	85
Panel 35	05/14/18	85
Panel 36	05/21/18	85
Panel 37	05/29/18	85
Panel 38	06/04/18	85
Panel 39	06/11/18	85
Panel 40	06/18/18	85
Panel 41	06/25/18	85
Panel 42	07/02/18	85
Panel 43	07/09/18	85
Panel 44	07/16/18	85
Panel 45	07/23/18	85
Panel 46	07/30/18	85
Panel 47	08/06/18	85
Panel 48	08/13/18	85
Panel 49	08/20/18	85
Panel 50	08/29/18	85

C. 54B District Court, Order dated March 20, 2017 for:

Panel 1	09/12/17	100
Panel 2	10/10/17	100
Panel 3	11/14/17	100
Panel 4	12/12/17	100
Panel 5	01/09/18	100
Panel 6	02/13/18	100
Panel 7	03/13/18	100
Panel 8	04/10/18	100
Panel 9	05/08/18	100
Panel 10	06/12/18	100
Panel 11	07/10/18	100
Panel 12	08/14/18	100

D. 55th District Court, Order dated April 19, 2017 for:

Panel 1	09/18/17	68	Judge Boyd
Panel 2	09/25/17	68	Judge Allen
Panel 3	10/16/17	68	Judge Boyd
Panel 4	10/23/17	68	Judge Allen
Panel 5	11/13/17	68	Judge Boyd

Panel 6	11/20/17	68	Judge Allen
Panel 7	12/11/17	68	Judge Boyd
Panel 8	12/18/17	68	Judge Allen
Panel 9	01/22/18	68	Judge Boyd
Panel 10	01/29/18	68	Judge Allen
Panel 11	02/12/18	68	Judge Boyd
Panel 12	02/26/18	68	Judge Allen
Panel 13	03/19/18	68	Judge Boyd
Panel 14	03/26/18	68	Judge Allen
Panel 15	04/16/18	68	Judge Boyd
Panel 16	04/23/18	68	Judge Allen
Panel 17	05/14/18	68	Judge Boyd
Panel 18	05/21/18	68	Judge Allen
Panel 19	06/18/18	68	Judge Boyd
Panel 20	06/25/18	68	Judge Allen
Panel 21	07/16/18	68	Judge Boyd
Panel 22	07/23/18	68	Judge Allen
Panel 23	08/20/18	68	Judge Boyd
Panel 24	08/27/18	68	Judge Allen

- 4. 2018 Budget** – Rhonda Swayze talked about the proposed 2018 jury budget which is due next Friday. We are asked to submit a continuation budget and then submit how we could reduce the jury budget by \$6900. Rhonda didn't know where we could come up with a reduction other than that we would no longer be maintaining both vendors (Xerox and CHT) once we go live with CHT. When the budget is complete, Rhonda will send it the jury board members for their review by email. Ted Seitz moved to accept the provisional jury budget; Rebecca Bahar-Cook motioned to accept the budget and Mike Severino seconded the motion.

- 5. Next meeting** – Tuesday, September 19, at 3:30 pm.

Submitted by:

Tracy Baldwin - Jury Administration Coordinator

Ted Seitz – Chairperson

Mike Severino – Member

Rebecca Bahar-Cook – Member