

STATE OF MICHIGAN



SAGINAW COUNTY TRIAL COURT
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JUDGES:

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CHIEF JUDGE

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ANDRE R. BORRELLO

DAVID D. HOFFMAN
CHIEF JUDGE PRO TEM

M. RANDALL JURRENS

TERRY L. CLARK

BARBARA METER

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MANVEL TRICE III

Administrative Order 2019 - 03J

ESTABLISHMENT OF A COURTHOUSE SECURITY COMMITTEE

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order No. 2019-1. The purpose of this order is to establish a courthouse security committee.

IT IS ORDERED:

1. At the direction of the chief judge, in conjunction with the Saginaw County Controller, a courthouse security committee was established effective May 8, 2012. The co-chairpersons of the committee are the Chief Judge of Saginaw County and the Saginaw County Controller.
2. The security committee shall:
 - Develop and promote security policies and procedures regarding court security and emergency management.
 - Establish goals and objectives specific to improving physical security, emergency preparedness, and employee training.
 - Review all courthouse security incidents and take appropriate corrective measures to mitigate and/or eliminate any security vulnerabilities to prevent future reoccurrences.

3. The co-chairpersons of the committee shall:

- Facilitate communication, coordination, and decision-making among members (e.g., facility stakeholders) on policies and procedures affecting court security and emergency management.
- Seek member advice and input on goals, objectives, priorities, and issues involving court security and emergency management.
- Work in consultation with local law enforcement and emergency management professionals. The SCAO regional administrator will be kept apprised of meeting times and locations and be consulted as necessary.
- The Chief Judge will submit a report to the SCAO regional administrator by March 31, 2020, and an updated report by March 31 of every year thereafter concerning the actions taken by the committee under subsection 2. The report shall list the members of the committee. It should also describe the court's current security policies and procedures, describe the goals and objectives established by the committee to improve courthouse security, and include a summary of any courthouse security incidents occurring during the reporting period and related corrective measures taken by the court.

4. The security committee shall meet quarterly.

The approval of this Local Administrative Order is with the understanding that a non-court person is co-chair of this Security Committee. The Chief Judge is responsible for seeing that the committee complies with the Supreme Court's Administrative Order and the Court's Local Administrative Order.

Date: 8-12-19



Chief Judge