Our mission: Provide assistance to circuit court family divisions on child welfare matters, including child protective proceedings, foster care, adoption, coordination with Indian tribes, termination of parental rights, permanency outcomes, and data collection and analysis.

How we can help:
- Technical assistance.
- Data measures and performance reports using court and DHS data.
- Training for judicial officers, attorneys, court clerks, DHS, and other child welfare stakeholders.
- Federal Title IV-E compliance.

A few examples of our work:
- Practice guides and resources, e.g. judicial bench cards for each child protection hearing.
- CWS online toolkit and webcasts.
- Best practices for child protective proceedings.
- Adoption & Permanency Forums, cosponsored by DHS Director Maura Corrigan and Justice Mary Beth Kelly. Bring together court-led multi-disciplinary teams from each county to problem solve on the barriers to achieving timely permanency for children in foster care.
- Genesee County Parent Representation Pilot Project. Tests a model of representation by providing a social worker for the parent’s legal team to determine whether enhanced legal representation results in more timely reunification for parents and children. The social worker works at the direction of the legal team to engage parents in the child welfare process and court proceedings.
- Michigan Coalition for Race Equity in Child Welfare and Juvenile Justice. The Coalition is reviewing the various studies on minority overrepresentation in Michigan’s child welfare and juvenile justice system, identifying the currently available data and any barriers to collecting data, assessing underlying causes of any identified disproportionality, and prioritizing recommended reforms.
- Permanency Options Workgroup. This cross-disciplinary group formed by former Justice Maura Corrigan examines state child welfare laws and policies and produces 3-5 legislative recommendations per year.
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Click to see more about FCRB.
Our mission: Provide administrative oversight and aid in the administration of the courts of this state.

How we can help:
- Liaison to other branches of government and judicial associations.
- Advocate for grant funds.
- Listen to judges and court administrators.
- Direct SCAO efforts to assist in the administration of the trial courts.
- Direct resources into courts needing assistance.
- Provide legal counsel to judges and courts on employment and litigation matters, in cooperation with the Supreme Court’s Human Resources Director and other SCAO staff.
- Monitor and analyze legislative proposals.
- Assist with formulation and development of court rules and administrative orders.

A few examples of our work:
- Obtain funding for specialty courts and the Court Performance Innovation Fund.
- Obtain attorney general representation for judges and courts.
- Provide legal review of contracts and other legal publications.
- Work with legislators on issues affecting the courts.
- Oversee the Supreme Court’s administrative docket.
- Prepare public hearing notices for consideration of Court proposals.

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Our mission: Provide financial and budget support for the Michigan Supreme Court, State Court Administrative Office, and Michigan’s trial courts. Help ensure that there are adequate internal controls within the trial courts, especially in regard to cash handling procedures.

How we can help:
- Provide information on state judicial branch payments to trial courts and local governments.
- Provide assistance with monthly court transmittals to Treasury.
- Process travel reimbursement requests for judges.
- Conduct audits to assess the internal controls of the trial courts and report internal control deficiencies to court management.
- Conduct investigations of embezzlements and other financial irregularities.
- Provide assistance with reconciling accounts and implementing internal controls.

A few examples of our work:
- Processed payments for judicial salary standardization, probate salary grants, court equity fund, juror compensation reimbursement fund, drunk driving caseflow assistance fund, and drug case information management fund.
- Assisted courts with budgets and processed reimbursement requests for problem-solving courts.
- Conducted internal control audits, embezzlement investigations, and reviews of trial court operations.

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Our mission: Work with courts and friends of the court to improve child welfare by developing friend of the court services that are efficient, effective, and engaging.

How we can help:
- Technical assistance with Michigan Child Support Formula, interstate, and general FOC issues.
- Workflow and staffing analysis.
- Compliance reviews.
- Grant writing assistance.
- Project planning and design.

A few examples of our work:
- Michigan Child Support Formula.
- Arrears management calculator and incentive payment calculator.
- Working with two FOC offices to revise process flows to improve collections.
- Working with two FOC offices to review and improve compliance with mandatory duties.
- Worked with Child Welfare Services and the Genesee County Family Court to create expedited processes to establish paternity when there was an abuse and neglect case and the father was a potential paternity option.
- With MJ, provide new friend of the court training, webcasts, and referee training.

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Judicial Human Resources

Our mission: Provide human resources guidance and consulting to Michigan’s trial courts. Offer assistance to chief judges, court administrators, and court supervisors on management training, labor relations, and risk management issues.

How we can help:
- Provide consulting for addressing specific court employee issues.
- Conduct management skills training for court leadership.
- Assist with developing court policies and procedures.
- Provide onsite training as requested.

A few examples of our work:
- Conducted leadership training for trial courts.
- Consulted trial courts on policy guidelines.

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Judicial Information Services

Our mission: To deliver IT expertise and services to the Michigan Judiciary.

How we can help:
- Information technology and telecommunications consulting, implementation, and support services.
- Case management systems development, implementation, training, and support.
- Data, information management, and analytical services.

A few examples of our work:
- Trial Court Case Management Systems. The JIS MiCOURT Suite of case management systems supports more than 250 court locations. These systems enable the processing of circuit, district, juvenile, and probate cases.
- Judicial Network. Infrastructure and software improvements to improve electronic disposition reporting by trial courts to the Michigan State Police and Secretary of State.
- Judicial Data Warehouse. Collection of approximately 47 million trial court case records made available to the judiciary, several state departments, and law enforcement.
- Michigan Court Application Portal (MCAP). The software application used by trial courts to submit reports required by the State Court Administrative Office, such as caseload and outstanding receivables data.
- Online Ticket Payment System. Payment of tickets via the Michigan.gov website.
- One Court of Justice. Website for trial courts, legal community, media, and the general public.
- Video Conferencing. Provide all judges, Internet-connected high-definition (HD) video systems in their courtrooms. These systems save time and the expense of travel associated with trial court hearings, as well as reducing the safety and security risks associated with inmate travel.
- Case management in the Cloud. Provide cloud-based case management system hosting services to Michigan’s trial courts, enabling courts to reduce spending time and money managing their own computer services locally.
- Information technology desktop, network, applications, and telecommunications services and support for Michigan Supreme Court and State Court Administrative Office staff.

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**Our mission:** Develop and deliver educational and professional development opportunities for trial court judges, court management teams, mid-level supervisors, quasi-judicial officers, court professional staff, and court support personnel.

**Learning Center mission:** Educate students and general public about the judicial branch of government through Learning Center tours and programs at the Hall of Justice.

**How we can help:**
- Live seminars on substantive, procedural, and administrative topics.
- Webcasts and web-based training.
- Online benchbooks and publications.
- IMPACT e-mails.

**A few examples of our work:**
- Develop and deliver seminars for new and experienced judges, court management teams, and court personnel.
- Update and revise collection of core MJI publications three times each year to help judges and staff stay current on specific areas of law.
- Maintain Felony Sentencing Q & A page.
- Distribute IMPACT e-mails twice per month that summarize most recent court and legislative activity.

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</table>
Our mission: Provide citizens with an alternative to the traditional adversarial process. Work with courts to design, implement, and evaluate alternative dispute resolution (ADR) systems. Work with courts, Community Dispute Resolution Program (CDRP) centers, and private mediators to improve access to mediation and other ADR processes.

How we can help:
- Design and evaluate ADR systems.
- Assess how CDRP centers can help provide services.
- Provide public education materials.

A few examples of our work:
- Issued two recent reports on the effect of ordering cases evaluated under $25,000 to CDRP centers, and the relationship between case evaluation and mediation in circuit court cases.
- Provide free training for volunteer mediators managing divorce, guardianship, and child protection cases.
- Provide guidance and “best practices” in developing court ADR plans.

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Our mission: Work with media to advance the public’s understanding of the justice system. Represent the Michigan judicial branch with the media and public. Counsel courts on media and public relations issues.

How we can help:
- Media and public relations consulting.
- Crisis communications.
- Public outreach planning.
- Positive media coverage opportunities.

A few examples of our work:
- Michigan’s annual Adoption Day, educating the public about adoption and providing a positive media opportunity for the courts.
- Michigan judge was to be featured in national publication as “worst judge in America”; worked quickly to expose flaws in “study” that would have been basis for article; publication abandoned project.
- “Court Community Connections” program that offers positive public outreach opportunities for trial courts to work with Supreme Court.

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Our mission: At the direction of the Michigan Supreme Court, the regional offices provide support to the trial courts to improve the judicial system and meet the changing needs of the judiciary. This support includes system performance analysis, accurate and timely information, high-quality customer service, legal and ethical authority, and identification of key court performance measures.

How we can help:
- Technical assistance (phone, e-mail, in person).
- Management assistance.
- Training.
- Monitoring of performance and ensuring compliance.
- Liaison.
- Assignments.
- Mediation within the court, as well as with other units of government such as the funding unit, Department of Corrections, and Secretary of State.
- Investigations.
- Advice on:
  - Potential disqualifications.
  - Interpreting the Code of Judicial Conduct.
  - Intercourt and intergovernmental relationships.
  - Chief judge rule.
  - Selection/discipline of employees.
  - Attorney Grievance Commission.
  - Judicial performance and behavior.
  - Americans with Disabilities Act.

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See additional regional contacts on following pages.
A few examples of our work:

- Work with the courts to improve court performance, especially in the area of timeliness of case processing.
- Assist courts with implementing concurrent jurisdiction plans, allowing the courts, judges, and court staff to work together in a more efficient and effective way.
- Recommend chief judge appointments; work with courts in a single jurisdiction to transition from multiple chief judges to one chief judge.
- Work with state and tribal court judges to bring about more cooperation and coordination of cases involving possible jurisdiction in both courts.
- Work with the courts on human resources issues.
- Work with the courts on transition to e-Filing.

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Esther Davis and Jennifer Phillips
**Our mission:** Develop and implement security and emergency management programs and policies that enable the state court system to detect, prepare for, prevent, protect against, respond to, and recover from all natural and human-caused threats, emergencies, and disasters.

**How we can help:**
- Provide guidance and assistance for court security enhancements.
- Review building plans and policies from a security perspective.
- Conduct safety and security audits at court facilities.
- Conduct safety and security training for court employees.
- Act as liaison with local law enforcement in threat mitigation.

**A few examples of our work:**
- Secure, nonpublic website available through the Michigan Court Application Portal (MCAP) at which trial courts can obtain best practices, resources, and guidance related to court security and emergency management planning, preparedness, and response.
- E-mail Listserv to facilitate information sharing among staff assigned court security and emergency management responsibilities.
- Safety and security training for approximately 200 Berrien Trial Court and County employees, followed by a security audit of three facilities. The resulting recommendations, including activating a Security Committee, were prioritized and the court has begun instituting them.

**Director:**
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Our mission: Provide credible and timely statistics and information regarding Michigan trial courts to improve the effectiveness and efficiency of the judicial system.

How we can help:

- Analyze workload distribution for judges.
- Assist in implementing trial court performance measures.
- Provide statistics to support budget requests and grant applications.
- Evaluate pilot projects and special programs.

A few examples of our work:

- Biennial Judicial Resources Recommendations Report to identify courts where judgeships are needed or could be reduced through attrition.
- Weighted caseload analyses to inform concurrent jurisdiction and family division planning in the trial courts, in conjunction with the regional administrator.
- Survey and analysis of persons registered to e-file in the pilot courts.
- Assessment of time guidelines and the courts’ ability to meet the guidelines.
- Portions of the trial court site visit data packets and performance measures posted on the Web.
- Analysis of the rates of lower court verdicts, appellate filings, and appellate relief.

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Our mission: TCS leads with innovative ideas, practical assistance, skilled research, timely training, and reliable communication that connects courts with the support necessary for success.

How we can help:
- Provide consulting services, including management assistance projects, to trial courts on:
  - General court administration.
  - Policies and procedures.
  - Records and case file management.
  - Case processing.
  - Jury management.
  - Collection and enforcement of court-ordered financial obligations.
  - Probation services.
- Training.
- Certification.

A few examples of our work:
- Establish, maintain, and implement performance and procedural standards for trial court administration.
- Develop and implement the use of SCAO-approved forms, as well as standards and guidelines for various areas of trial court operations.
- Facilitate efficient and comprehensive problem-solving court programs (drug courts, sobriety courts, mental health courts, community courts, and the Swift and Sure Sanctions Probation Program) through training, education, planning, evaluation, monitoring, funding opportunities, technical assistance, and establishing operational standards and guidelines.
- Weekly e-mail communication.
- Connections newsletter.
- One Court of Justice website content.

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# TRIAL COURT COLLECTIONS CONTACTS

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### PROBLEM-SOLVING COURTS CONTACTS

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<td><a href="mailto:GasparL@courts.mi.gov">GasparL@courts.mi.gov</a></td>
<td>517-373-6587</td>
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<td>Marie Pappas</td>
<td>PSC Analyst</td>
<td><a href="mailto:PappasM@courts.mi.gov">PappasM@courts.mi.gov</a></td>
<td>517-373-2206</td>
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<td>Thomas Myers</td>
<td>PSC Analyst</td>
<td><a href="mailto:MyersT@courts.mi.gov">MyersT@courts.mi.gov</a></td>
<td>517-373-2228</td>
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<td>SCAO Resources</td>
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<td><strong>Access to Court Records</strong></td>
<td>Stacy Westra, Stephanie Beyersdorf</td>
<td>517-373-9574, 517-373-0122</td>
<td><a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a></td>
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<td><strong>Adoption</strong></td>
<td>Noah Bradow, Kelly Wagner</td>
<td>517-373-2451, 517-373-8671</td>
<td><a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a>, <a href="mailto:WagnerK@courts.mi.gov">WagnerK@courts.mi.gov</a></td>
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<td><strong>Americans with Disabilities Act</strong></td>
<td>Robin Eagleston, Stephanie Beyersdorf</td>
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<td><strong>AWOLP</strong> <em>(Absent Without Legal Permission)</em></td>
<td>Darla Brandon, Kelly Wagner</td>
<td>517-373-8036, 517-373-8671</td>
<td><a href="mailto:BrandonD@courts.mi.gov">BrandonD@courts.mi.gov</a>, <a href="mailto:WagnerK@courts.mi.gov">WagnerK@courts.mi.gov</a></td>
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<td><strong>Benchbooks</strong></td>
<td>Sarah Roth</td>
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<td><a href="mailto:RothS@courts.mi.gov">RothS@courts.mi.gov</a></td>
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<td><strong>Bondsmen/Bail Issues</strong></td>
<td>Ryan Gamby</td>
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<td><strong>Business Courts</strong></td>
<td>Stephanie Beyersdorf, Jennifer Warner</td>
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<td><strong>Business Court Opinions</strong></td>
<td>Sheryl Doud, Deb Marks</td>
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<td><strong>Case File Management Standards</strong></td>
<td>Amy Byrd</td>
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<td>Laura Hutzel, Kimberly Tody</td>
<td>517-373-5569, 517-373-5538</td>
<td><a href="mailto:HutzellL@courts.mi.gov">HutzellL@courts.mi.gov</a>, <a href="mailto:TodyK@courts.mi.gov">TodyK@courts.mi.gov</a></td>
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<td><strong>Clerk of the Court/County Clerk Matters</strong></td>
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<td>Julia Norton</td>
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<td>Jim Inloes</td>
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<td>Stephanie Beyersdorf</td>
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<td><strong>Fees/Fines/Costs</strong></td>
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<td>David Griggs</td>
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<td>Zac Brissette</td>
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<td><strong>Felony Plea in District Court</strong></td>
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<td><strong>Forms</strong></td>
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<td>Rebecca Schnelz</td>
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<td><strong>Foster Care Protective Custody/After Hours Emergency</strong></td>
<td>Kelly Wagner</td>
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<td><strong>Freedom of Information Act Requests</strong></td>
<td>Tom Clement</td>
<td>517-373-0128</td>
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# SCAO Resources

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<th><strong>Fund Distributions</strong>&lt;br&gt;(Juror, Court Equity, Drug Driving, Drug Caseload)</th>
<th>Charlene McLemore 517-373-5895</th>
<th><a href="mailto:BarberB@courts.mi.gov">BarberB@courts.mi.gov</a></th>
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<td><strong>Funding Disputes</strong></td>
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<td><strong>Guardianship</strong></td>
<td>Robin Eagleson 517-373-5542</td>
<td><a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a></td>
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<tr>
<td><strong>HR — Judicial Salaries/Retirement</strong></td>
<td>Diane Giganti 517-373-5540&lt;br&gt;Edward Zobeck 517-373-7481&lt;br&gt;Jim Inloes 517-373-0803</td>
<td><a href="mailto:GigantiD@courts.mi.gov">GigantiD@courts.mi.gov</a>&lt;br&gt;<a href="mailto:ZobeckE@courts.mi.gov">ZobeckE@courts.mi.gov</a>&lt;br&gt;<a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a></td>
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<td><strong>IMPACT</strong></td>
<td>Alessa Boes 517-373-7523</td>
<td><a href="mailto:BoesA@courts.mi.gov">BoesA@courts.mi.gov</a></td>
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<tr>
<td><strong>Indigent Defense Counsel</strong></td>
<td>Julia Norton 517-373-3756</td>
<td><a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a></td>
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<td><strong>Interactive Video Proceedings</strong></td>
<td>Bobbi Morrow 517-373-2173</td>
<td><a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a></td>
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<td><strong>Interlock Pilot Program</strong></td>
<td>Thomas Myers 517-373-2228</td>
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<td><strong>Interpreter Certification</strong>&lt;br&gt;<strong>Interpreter (Language) Program</strong></td>
<td>Denice Purves 517-373-9526&lt;br&gt;Stacy Westra 517-373-9574</td>
<td><a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a></td>
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<td><strong>Jail Overcrowding Plan</strong></td>
<td>Stephanie Beyersdorf 517-373-0122&lt;br&gt;Stacy Westra 517-373-9574</td>
<td><a href="mailto:TrialCourtServices@courts.mi.gov">TrialCourtServices@courts.mi.gov</a></td>
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<td><strong>JIS Help Desk</strong>&lt;br&gt;<strong>Circuit Court System</strong>&lt;br&gt;<strong>District Court System</strong>&lt;br&gt;<strong>Jury System</strong>&lt;br&gt;<strong>Probate Court System</strong>&lt;br&gt;<strong>Trial Court System</strong></td>
<td>888-339-1547&lt;br&gt;888-339-1547&lt;br&gt;888-339-1547&lt;br&gt;888-339-1547&lt;br&gt;888-339-1547</td>
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<td>Tami Rewerts 517-373-2222</td>
<td><a href="mailto:MICourtPostings@courts.mi.gov">MICourtPostings@courts.mi.gov</a></td>
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<td><strong>Judicial Availability Plan</strong>&lt;br&gt;<strong>Emergency/Weekend Plans</strong></td>
<td>Regional 1st Contact&lt;br&gt;Stacy Westra 517-373-9574</td>
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<td>Heather Leidi 517-373-7229&lt;br&gt;Cathy Weitzel 517-373-7510&lt;br&gt;Dawn McCarty 517-373-7509</td>
<td><a href="mailto:LeidiH@courts.mi.gov">LeidiH@courts.mi.gov</a>&lt;br&gt;<a href="mailto:WeitzelC@courts.mi.gov">WeitzelC@courts.mi.gov</a>&lt;br&gt;<a href="mailto:McCartyD@courts.mi.gov">McCartyD@courts.mi.gov</a></td>
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<td><strong>Judicial Resources</strong></td>
<td>Laura Hutzel&lt;br&gt;Regional Office 517-373-5569</td>
<td><a href="mailto:HutzelL@courts.mi.gov">HutzelL@courts.mi.gov</a></td>
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<td><strong>Juvenile Delinquency</strong></td>
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<td><strong>Juvenile Guardianship</strong></td>
<td>Casey Anbender 517-373-5234</td>
<td><a href="mailto:AnbenderC@courts.mi.gov">AnbenderC@courts.mi.gov</a></td>
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<td><strong>Juvenile Probation Officer Certification</strong></td>
<td>Pete Stathakis 517-373-7607</td>
<td><a href="mailto:StathakisP@courts.mi.gov">StathakisP@courts.mi.gov</a></td>
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Revised 3/13/10