

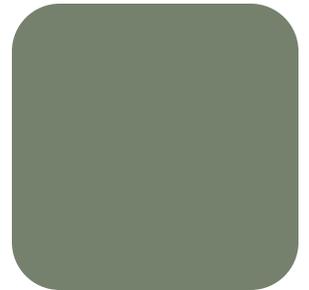
United States District Court
Western District of Michigan



Clerk's Office Year in Review

2014

"Providing Quality Service in Support of Justice."



ALGER ALLEGAN ANTRIM BARAGA
BARRY BENZIE BERRIEN BRANCH
CALHOUN CASS CHARLEVOIX CHIPPE-
WA CLINTON DELTA DICKINSON EATON
EMMET GOGEBIC GRAND TRAVERSE
HILLSDALE HOUGHTON LAKE INGHAM
IONIA IRON KALAMAZOO KALKASKA
KENT KEWEENAW LAKE LEELANAU
LUCE MACKINAC MANISTEE MAR-
QUETTE MASON MECOSTA MENOMINEE
MISSAUKEE MONTCALM MUSKEGON
NEWAYGO OCEANA ONTONAGON
OSCEOLA OTTAWA SAINT JOSEPH
SCHOOLCRAFT VAN BUREN WEXFORD

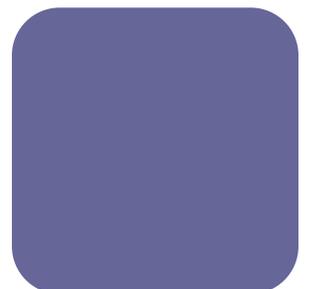
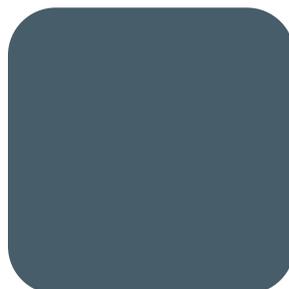
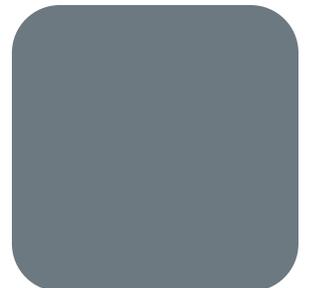
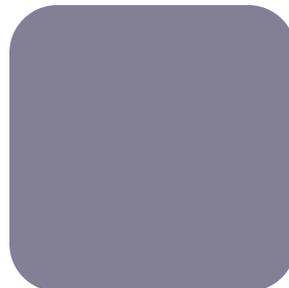




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A Message from the Chief Judge



Dear Friends and Colleagues:

I can hardly believe that this is my final *Year in Review* message as your Chief Judge. I will soon pass the Chief's gavel to Judge Robert J. Jonker who will benefit, as I have, from the high standards, the intelligence and expertise, and the collegiality we have cultivated and maintained in our District. As he assumes the special challenges that face a chief judge, he will soon learn that he will never have to serve alone. This document aptly describes the service and support that will always be at his fingertips.

While the budget outlook brightened, "transitions" became the theme for 2014. We were reminded that change is constant. Magistrate Judge Joseph G. Scoville retired and, even worse, took his wonderful Judicial Assistant, Marge Hetherington, with him! Also, Chief Probation Officer Valerie Martin retired on June 30. Finally, Magistrate Judge Hugh W. Brenneman announced his retirement late last year. They each set the bar very high and have left a legacy that is, frankly, daunting to their successors. However, Magistrate Judge Phillip J. Green, beginning on August 1; his Judicial Assistant, Jessica Wright; and Chief Probation Officer, Rebecca Howell, sworn in on June 16, have already shown themselves ready to write the next chapters of our District.

Paul L. Maloney
Chief Judge

A Message from the Clerk of Court



Greetings:

With considerable pride, I present to you evidence of the excellent work of the staff and judicial officers of the United States District Court for the Western District of Michigan. I am pleased to report that with a steadying of the fiscal situation in calendar year 2014 we were able to return our focus to our core functions: customer service and case processing.

This *Year in Review* provides the details of our workload and productivity, as it has historically. This year, however, I would like to place special emphasis on the services provided by our judges and staff that go “above and beyond.” Our judges have served other districts and courts of appeals when called; several judges and staff served on national committees to ensure that the voice of our district is heard beyond our borders; and our staff support our community well beyond the work they do each day for the court, most visibly through the annual Combined Federal Campaign and their generous gift-giving during the December holiday season. These are the things that make us special.

Calendar year 2014 was also notable for changes in the faces of our court. We wished a few of our very special colleagues farewell as they transitioned into the next chapters of their lives. We soon found our future, though, in Magistrate Judge Phillip J. Green and Chief Probation Officer Rebecca Howell. The future looks very bright indeed!

Best wishes,

Tracey Cordes
Clerk of Court



Court History¹

Congress created the District Court of Michigan with the Act of July 1, 1836.² At the time, Michigan was one Judicial District and the court was to hold two sessions at the seat of the government which was then in Detroit. The Act of February 24, 1863,³ divided Michigan into two districts, with Grand Rapids designated as the judicial center of the Western District and Detroit as the center for the Eastern District. In 1878, the Western District of Michigan was divided into two divisions, Southern and Northern. The Act of June 19, 1878,⁴ designated Grand Rapids as the court seat of the Southern Division and Marquette as the court seat of the Northern Division. Grand Rapids held the term of court for the Southern Division of the Western District until 1954, when court was authorized to be held in Kalamazoo and Mason.⁵ The Act of May 19, 1961,⁶ authorized a session of court to be held in the state capital, Lansing, and eliminated the term in Mason.

Who Appointed the Western District of Michigan Article III Judges? (listed chronologically)

<u>Judge</u>	<u>Appointing President</u>
Solomon L. Withey	Abraham Lincoln
Henry F. Severens	Grover Cleveland
George P. Wanty	William McKinley
Loyal E. Knappen	Theodore Roosevelt
Arthur C. Denison	William Howard Taft
Clarence W. Sessions	William Howard Taft
Fred M. Raymond	Calvin Coolidge
Raymond W. Starr	Harry S. Truman
W. Wallace Kent	Dwight D. Eisenhower
Noel P. Fox	John F. Kennedy
Albert J. Engel, Jr.	Richard M. Nixon
Wendell A. Miles	Richard M. Nixon

¹ Adapted from the Sixth Circuit Court of Appeals website.

² 5 Stat. 62.

³ Act of February 24, 1863, 12 Stat. 660.

⁴ Act of June 19, 1878, 20 Stat. 177.

⁵ Act of February 10, 1954, 68 Stat. 11.

⁶ Act of May 19, 1961, 75 Stat. 81.



Judge

Douglas W. Hillman
Benjamin F. Gibson
Richard Alan Enslen
Robert Holmes Bell
David W. McKeague
Gordon J. Quist
Paul L. Maloney
Robert J. Jonker
Janet T. Neff

Appointing President

Jimmy Carter
Jimmy Carter
Jimmy Carter
Ronald Reagan
George H.W. Bush
George H.W. Bush
George W. Bush
George W. Bush
George W. Bush

**Western District of Michigan
Succession of Article III Judges**

First Seat

Solomon L. Withey
Henry Franklin Severens
George Proctor Wanty
Loyal Edwin Knappen
Arthur Carter Denison
Clarence William Sessions¹

Second Seat

Fred Morton Raymond
Raymond Wesley Starr
Noel P. Fox
Richard Alan Enslen
Paul L. Maloney

Third Seat

W. Wallace Kent
Albert J. Engel, Jr.
Wendell A. Miles
Robert Holmes Bell

Fourth Seat

Benjamin F. Gibson²

Fifth Seat

Douglas W. Hillman
David W. McKeague
Janet T. Neff

Sixth Seat

Gordon J. Quist
Robert J. Jonker

¹ Clarence W. Sessions' death on April 1, 1931, created the first vacancy following the expiration of the temporary judgeship authorized by the act of February 17, 1925, 43 Stat. 949, and accordingly no successor was appointed.

² Benjamin F. Gibson's retirement on January 31, 1999, created the first vacancy following the expiration of the temporary judgeship authorized by the act of December 1, 1990, 104 Stat. 5089, and accordingly no successor was appointed.



Western District of Michigan Magistrate Judges

<u>Magistrate Judge</u>	<u>Dates of Service</u>	<u>Location</u>
Stephen W. Karr	July 20, 1971 - October 1, 1973 (part-time) October 2, 1973 - December 31, 1987	Grand Rapids
Lloyd R. Fayling	July 26, 1971 - November 8, 1982 (part-time)	Kalamazoo
John R. Weber	March 13, 1972 - January 10, 1988 (part-time)	Marquette
Stuart D. Hubbell	June 13, 1972 - October 23, 1973 (part-time) January 30, 1974 - July 31, 1979 (part-time)	Grand Rapids
Hugh W. Brenneman, Jr.	April 1, 1980 - present	Grand Rapids
Doyle A. Rowland	July 23, 1984 - January 15, 1985 (part-time) January 16, 1985 - February 29, 2000	Kalamazoo
Timothy P. Greeley	January 11, 1988 - December 20, 1989 (part-time) December 21, 1989 - present	Marquette
Joseph G. Scoville	January 28, 1988 - July 31, 2014	Grand Rapids
Ellen S. Carmody	October 10, 2000 - present	Grand Rapids
Phillip J. Green	August 1, 2014 - present	Grand Rapids

Grand Rapids Federal Courthouses



1879 - 1909



1909 - 1973

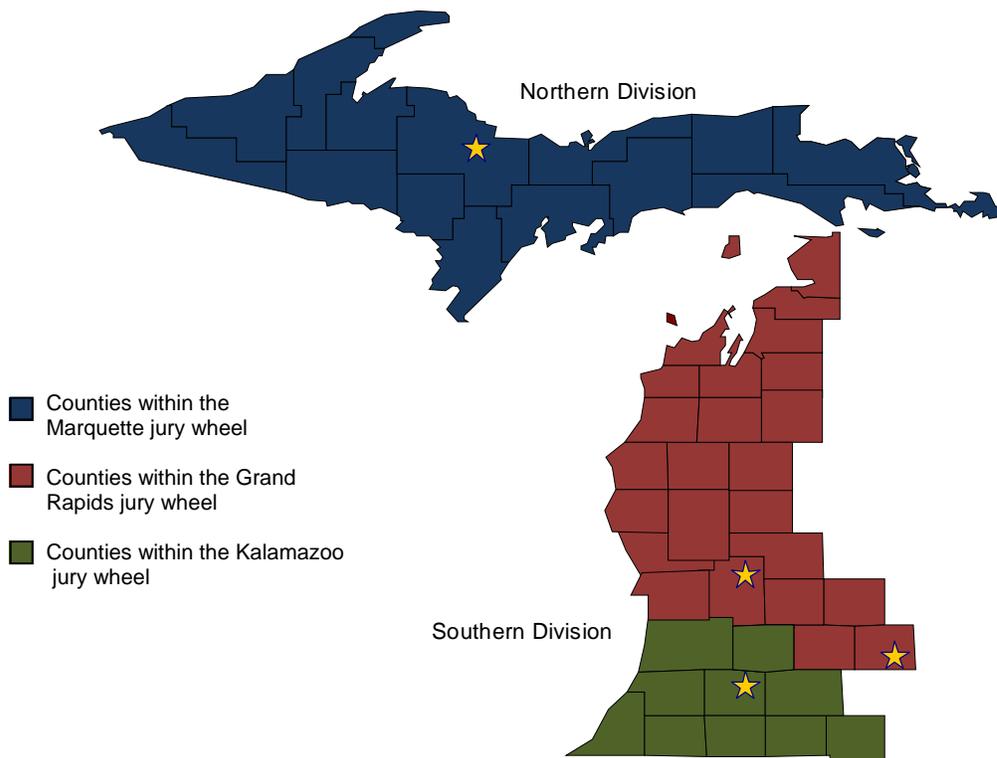


1973 - present



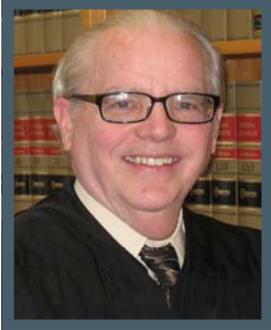
The United States District Court for the Western District of Michigan

The U.S. District Court for the Western District of Michigan is one of two federal district courts in the state of Michigan. The district includes the entire Upper Peninsula and the western half of the Lower Peninsula, covering over 35,000 square miles. The district is divided into two divisions, the Northern Division and the Southern Division. There are 49 counties in the Western District — 15 counties in the Northern Division and 34 counties in the Southern Division. The Court's main office is in Grand Rapids and there are divisional offices in Marquette, Kalamazoo and Lansing.





Judicial Officers and Staff



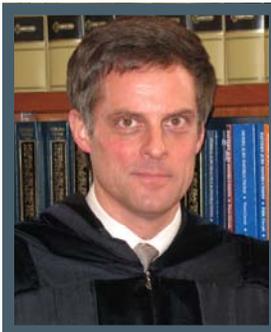
Chief Judge Paul L. Maloney
Chief Judge: July 18, 2008-Present

Judicial Assistant: Kathy Wright /
Successor: Christina Cavazos
Case Manager: Amy Redmond
Court Reporter: Kathleen Thomas
Law Clerks: Rod Phares;
Laura Danielson



Judge Robert Holmes Bell
Chief Judge: July 1, 2001-July 17, 2008

Judicial Assistant: Kim Briggs
Case Manager: Sue Bourque
Court Reporter: Kevin Gaugier
Law Clerks: Julie Clough; Elliot
Gruszka / Successor: Elizabeth Homan



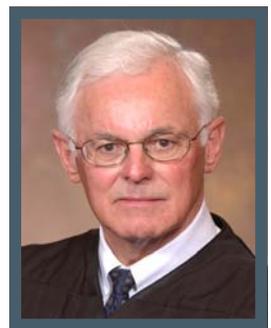
Judge Robert J. Jonker

Judicial Assistant: Yvonne Car-
penter
Case Manager: Melva Ludge
Court Reporter: Glenda Trexler
Law Clerks: Margaret Khayat
Bratt; Heather Abraham / Succes-
sor: Rachel Ezzell



Judge Janet T. Neff

Judicial Assistant: Chris Bockheim
Case Manager: Rick Wolters
Court Reporter: Kathy Anderson
Law Clerks: Kathleen Geiger;
Rita Buitendorp



Judge Gordon J. Quist
Senior Status: January 1, 2006

Judicial Assistant: Jane Tepper
Law Clerks: Phil Henderson;
Elizabeth Geary

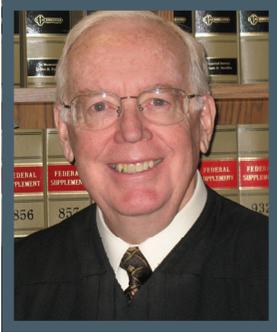


Judge R. Allan Edgar
Senior Status/Designated to WDMI:
October 7, 2005

Judicial Assistant: Cathy Moore
Law Clerks: Molly Phillips /
Successor: A.J. Peterman



Judicial Officers and Staff



**Magistrate Judge
Hugh W. Brenneman, Jr.**

Judicial Assistant: Faith Webb
Courtroom Deputy: Jennifer Manders
Law Clerk: James Dion



**Magistrate Judge
Timothy P. Greeley**

Judicial Assistant: Cathy Patten
Courtroom Deputy: Pam Chant
Law Clerk: Rodney Kurzawa



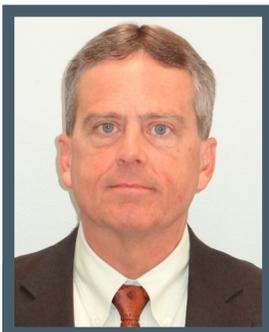
**Magistrate Judge
Joseph G. Scoville**

Judicial Assistant: Marge Hetherington
Courtroom Deputy: Diane Hand
Law Clerk: Christopher Williams



**Magistrate Judge
Ellen S. Carmody**

Judicial Assistant: Cynthia Hosner
Courtroom Deputy: Julie Lenon
Law Clerk: Russ Ambrose



**Magistrate Judge
Phillip J. Green**

Judicial Assistant: Jessica Wright
Courtroom Deputy: Diane Hand
Law Clerk: Christopher Williams

Staff Attorneys:

Anne Bartish
Todd Broberg
Lisa DeFerrari
Catherine Halverson
Suzanne Royce
Kristin VandenBerg

Staff Attorneys' Administrative Assistant:

Stephanie Carpenter



Clerk’s Office Staff—Grand Rapids

Tracey Cordes, Clerk of Court



The Gerald R. Ford Federal Building
Grand Rapids, Michigan

Administration

Chief Deputy Clerk	Kim Foster / Successor: Michelle Benham
Administrative Analyst	Michelle Rush
Administrative Assistant	Ashley Mankin
CM/ECF Administrator	Kelly Van Dyke
Personnel Specialist	Melanie Vugteveen
Special Projects Manager	Kim Foster

Information Technology

IT Manager	Deloy Johnson
Assistant IT Managers	Kim Greer Mitch Van Dyke
IT HelpDesk Specialist	Amy Jensen
IT Specialists	Tom La Bill Simaz Ed Van Portfliet

Operations

Resident Deputy	Kristi Taylor
Case Administrators	Angie Doezema Nermana Stimec Vacant Vacant
Court Programs/ Training Coordinator	Lauren Packard
Data Quality Analysts	Matt Allen Cindy Idema Vacant
Intake Clerk	Mary Clapp Vacant
Jury Administrator	Diane Hopkins
Jury Clerk	Melissa Spriggs

Finance and Procurement

Financial Administrator	Mike Polkowski
Procurement and Financial Specialist	Katie Campbell
Procurement Specialist	Nicki Gleeson
Financial Technician	Vacant



Clerk's Office Staff—Marquette



Federal Building
Marquette, Michigan

Resident Deputy

Carole Poggi

Case Administrators

Michele Carlson

Sandy Kivela

Clerk's Office Staff—Lansing



Charles E. Chamberlain Federal Building
Lansing, Michigan

Resident Deputy

Jodi Gerona

Case Administrators

Paula Woods

DeWinda Webb /

Successor: Vacant

Clerk's Office Staff—Kalamazoo



Federal Building
Kalamazoo, Michigan

Resident Deputy-in-Charge

Vacant

Case Administrators

Barb Dowdle

Martha Strong

Kathy Wright



Service to the Judiciary and Our Community

Chief Judge Paul L. Maloney continued his term on the Judicial Conference as the Sixth Circuit's District Judge Representative. Also, as Chief Judge, he attended the March 2014 Chief District Judges Conference in Washington, D.C. As a member of the Sixth Circuit Judicial Council, his committee work included the Judicial Investigation Committee and he chaired the Circuit's Employment Dispute Resolution Ad Hoc Committee. Chief Judge Maloney remains an Ex Officio Member of the Western District of Michigan Historical Society.

Judge Robert Holmes Bell sat by designation in the Ninth Circuit Court of Appeals in December.

Judge Robert J. Jonker continues to serve on the United States Judicial Conference Advisory Committee on Bankruptcy Rules. He serves as the Chairman of the Subcommittee on Attorney Conduct and Healthcare and is a member of the Subcommittee on Business Issues.

Judge Gordon J. Quist sat by designation as a visiting judge in the Sixth Circuit Court of Appeals and the Ninth Circuit Court of Appeals - San Francisco. Judge Quist, once again, spoke with a group of visiting students from France and hosted three judges from Turkey.



Tracey Cordes, Clerk of Court, completed her term as the Sixth Circuit representative on the District Court Advisory Group (DCAG). This group advises the Administrative Office on matters of policy, processes, and most notably, innovation.

In 2014, Human Resources Specialist **Melanie Vugteveen** continued her service as the Sixth Circuit representative on the Human Resources Specialists Advisory Group (HRSAG). The HRSAG provides advice, assistance, and recommendations to the Administrative Office regarding various human resources, payroll, and benefits administration issues in order to enhance the quality and timeliness of services to the courts.

Jury Administrator **Diane Hopkins** continued her work with the national eJuror/Jury Management System (JMS) Working Group. Members of this group provide advice, guidance and assistance to the Administrative Office relating to eJuror and JMS issues. In 2014, the group focused mainly on addressing modification requests to JMS. They evaluated nearly one hundred requests.

The Combined Federal Campaign (CFC) is the world's largest and most successful annual workplace charity campaign. In the fall of 2014, Clerk's office and chambers' staff collectively raised over \$20,000 to benefit various local, national and international agencies.

The Leave Share Program allows employees to donate annual leave to other court staff across the country who risk financial hardship because of absences due to illness or injury. In 2014, the generosity of Clerk's office and chambers' staff was demonstrated through donations of over seven weeks of annual leave to a local recipient and over seven weeks to several recipients from other courts.



In December, many employees from the court came together to provide gifts to families in need identified through local service organizations. Grand Rapids staff and judicial officers donated to two families through D.A. Blodgett-St. John's Christmas Match program and the Marquette judges and staff donated to a family through the Salvation Army Adopt-a-Family Christmas program. Donations included winter gear, clothing, grocery and fuel gift cards, laundry and cleaning supplies, toys and other needed household items. Staff members enjoy helping to create memorable holidays for others.



In-District Committees

Long range planning and policy development are collaborative efforts in our court, driven by oversight committees in key operational areas. Our judges, court unit executives and staff work together to ensure that we bring the best tools and work processes to meet the demands of our judicial function. Our committees include:

Information Technology (IT)

Chaired by Judge Jonker, and comprised of another District Judge, a Magistrate Judge, the Information Technology Manager, the Clerk of Court and the Chief Probation Officer, this committee sets broad policy direction for this court's IT function. This includes consideration of such issues as server centralization, word processing systems, and identification of current and future IT tools needed to accomplish our mission.

Case Management/ Electronic Case Filing (CM/ECF)

Magistrate Judge Carmody chaired this committee during the second half of the year, taking the reins from Magistrate Judge Scoville upon his retirement in June. Given the enormous capacity of the CM/ECF system and the many demands to develop and apply its capacity, this committee oversees selection and prioritization of the numerous projects suggested by users.

Forms

Chaired by Magistrate Judge Greeley, this committee includes staff from chambers and the Clerk's office. Together, committee members oversee the updating, revision and creation of the many forms that are integral to processing the Court's work day in and day out. Because the Court's work is largely done electronically, the work of this committee is closely coordinated with the priorities set by the CM/ECF Committee.

Space and Facilities

Chief Judge Maloney and Judge Bell co-chair this committee comprised of two Magistrate Judges, the Clerk of Court, the Chief Probation Officer and the Special Projects Manager. This group oversees long range planning to ensure that adequate space remains available and is most effectively utilized. In 2014, this commit-



tee oversaw the development of a space reduction plan for this District, thus participating in the nationwide cost reduction effort.

Voluntary Facilitative Mediation/Alternative Dispute Resolution (VFM)

This group is chaired by a member of our Federal Bar, in partnership with Judge Neff and Magistrate Judge Carmody, and includes the Clerk of Court, court staff, and members of the local bar who serve as program mediators. The committee advises our District Judges on policy for the court's VFM program, including composition of the mediator panel, case referrals, and additional ways in which the potential might be maximized for resolving cases without trial.

Criminal Law and Probation

Chaired by Judge Bell and comprised of another District Court Judge, two Magistrate Judges and the Chief Probation Officer, this committee closely confers with the United States Attorney and Federal Public Defender to ensure the most effective use of system resources and to reduce barriers to the most effective, efficient and fair processing of criminal cases in our court.

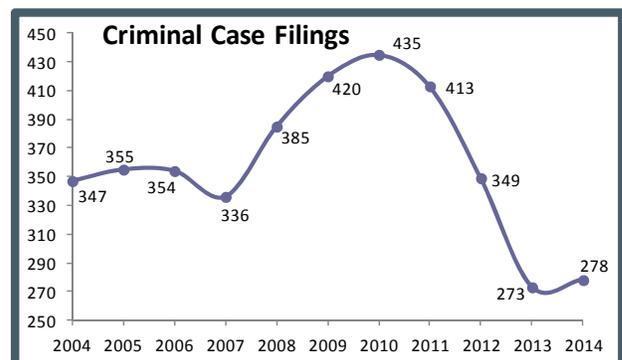
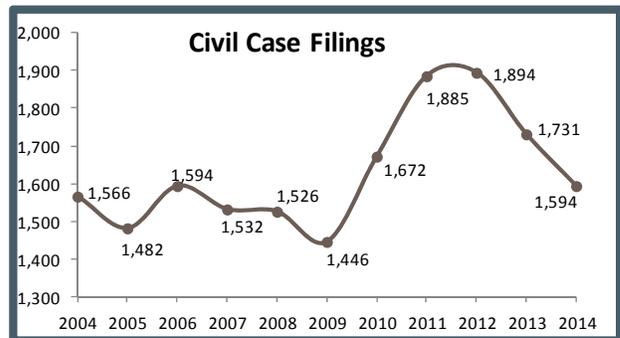
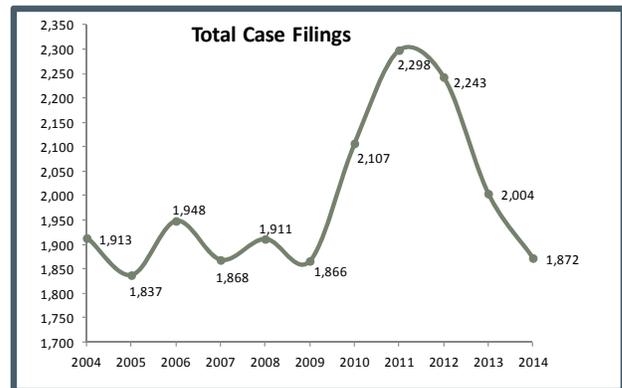
Ceremonial/Social

Magistrate Judge Carmody chaired this committee for a number of years before passing the mantle to Magistrate Judge Brenneman in 2014. This committee, comprised of chambers and Clerk's Office staff, oversees the scheduling, planning and all arrangements for ceremonial and social events in our Court. Some of these events include investitures, portrait hanging ceremonies, our December holiday gathering, and other occasions as they arise.

Operations

Case Filing Statistics

In 2014, parties filed 1,872 civil and criminal cases in the Western District of Michigan, a seven percent decrease overall from 2013. Civil cases decreased eight percent, while criminal cases increased two percent.





Jury

Again in 2014, jurors expressed high satisfaction with staff service and with their service as a whole. A handful of initiatives in 2014 have contributed to these positive reviews.

Automated Systems

Our Court continued to promote use of the eJuror program, which enables prospective jurors to submit their initial juror qualification questionnaires and juror information via the internet. Once registered, jurors can update their information, check their status, request an excuse or deferment, and obtain reporting instructions on-line. Our Court also continued using AJIS (Advanced Judicial Information System) which is an interactive voice response telephone system that allows us to provide service information that is customized to each individual juror, such as generating automated reminder calls about their reporting dates and disseminating information regarding the status of excuse or deferral requests.

Jury Statistics

In 2014, 916 petit jurors reported for service in 27 scheduled trials. This marked a decrease from the 1,001 petit jurors present and available for 31 scheduled trials in 2013. Of those present for selection, 312 were selected and sat as jurors and 353 were challenged and excused. There were 251 jurors (27.41 percent) called to our Court for service who were not ultimately impaneled, which is a significant decrease from the 36.46 percent in 2013. A total of 1,761 grand jurors convened in 2014 for 454 hours in session over 85 days.

Jury Workshops and Working Groups

•*Juror Management and Utilization Workshop*
Several Clerk's office staff members attended a Juror Management & Utilization Workshop hosted by the Federal Judicial Center (FJC) in Indianapolis, Indiana in June 2014. Staff from various courts were invited to attend to exam-

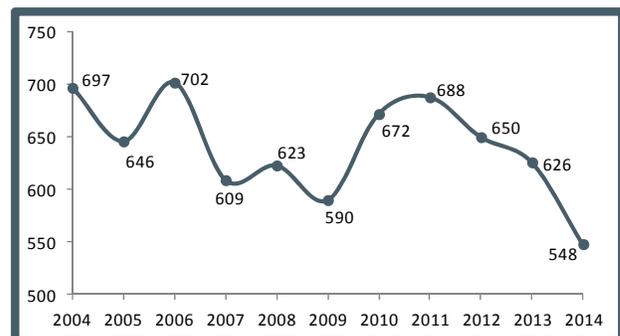
ine strategies for effective juror management, to share best practices, and to formulate local action plans to improve juror management and utilization.

•*Jury Process Subcommittee Working Group*
Judge Neff led a work group in 2014 in a review of several jury processes having the greatest impact on the bench, including the manner in which excuse requests are processed. The group will continue its work in 2015, reviewing other jury processes.

Special Programs

Attorney Admissions

During 2014, 548 attorneys were admitted to practice in the Western District of Michigan. As of the end of the year, a total of 23,094 attorneys have been admitted since the Court was created in 1863. Numbers of admissions vary from year to year, although admissions in 2014 were at the lowest rate in 10 years.



Naturalization

In 2014, our judges presided over 22 naturalization ceremonies at which 1,469 new citizens from 117 countries were represented. The countries of origin are listed as identified by the naturalized citizens.



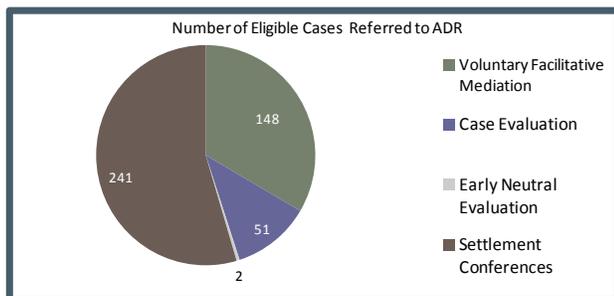
Afghanistan	Guinea	Panama
Albania	Haiti	Peru
Argentina	Honduras	Philippines
Armenia	Hong Kong	Poland
Australia	Hungary	Romania
Austria	India	Russia
Azerbaijan	Indonesia	Rwanda
Bangladesh	Iran	Saudi Arabia
Belarus	Iraq	Senegal
Bhutan	Israel	Serbia
Bosnia-Herzegovina	Italy	Sierra Leone
Brazil	Jamaica	Slovakia
Burma	Japan	Slovenia
Burundi	Jordan	Somalia
Cambodia	Kampuchea	South Africa
Cameroon	Kazakhstan	South Korea
Canada	Kenya	South Sudan
Chile	Korea	Spain
China	Kosovo	Sri Lanka
Colombia	Kyrgyzstan	Sudan
Congo	Laos	Switzerland
Congo-Kinshasa	Lebanon	Syria
Costa Rica	Liberia	Taiwan
Croatia	Libya	Tanzania
Cuba	Lithuania	Thailand
Czech Republic	Macedonia	Togo
Dominican Republic	Malawi	Tonga
Ecuador	Malaysia	Trinidad & Tobago
Egypt	Mali	Turkey
El Salvador	Mexico	Ukraine
Eritrea	Mongolia	United Kingdom
Estonia	Morocco	USSR
Ethiopia	Nepal	Uzbekistan
France	Netherlands	Venezuela
Gabon	Nicaragua	Vietnam
Gambia	Niger	Yemen
Germany	Nigeria	Yugoslavia
Ghana	Pakistan	Zambia
Guatemala	Palestine	Zimbabwe



Alternative Dispute Resolution (ADR)

The Judges of the Western District of Michigan offer five alternative methods for resolving disputes: Voluntary Facilitative Mediation (VFM), Case Evaluation, Early Neutral Evaluation (ENE), Summary Jury and Bench Trials, and Settlement Conferences.

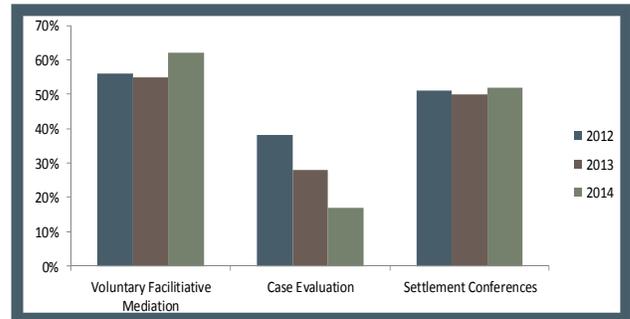
Of the 1,594 civil case filings in 2014, 752 cases were eligible for referral to some form of ADR.¹ Of the eligible cases, 58 percent were referred: 2148 cases to VFM, 51 cases to Case Evaluation, two cases to ENE, and 241 cases to a Settlement Conference.



In 2014, 62 percent of cases completing Voluntary Facilitative Mediation settled; 17 percent of cases completing Case Evaluation settled; 100 percent of cases completing Early Neutral Evaluation settled; and 52 percent of cases completing a Settlement Conference settled.

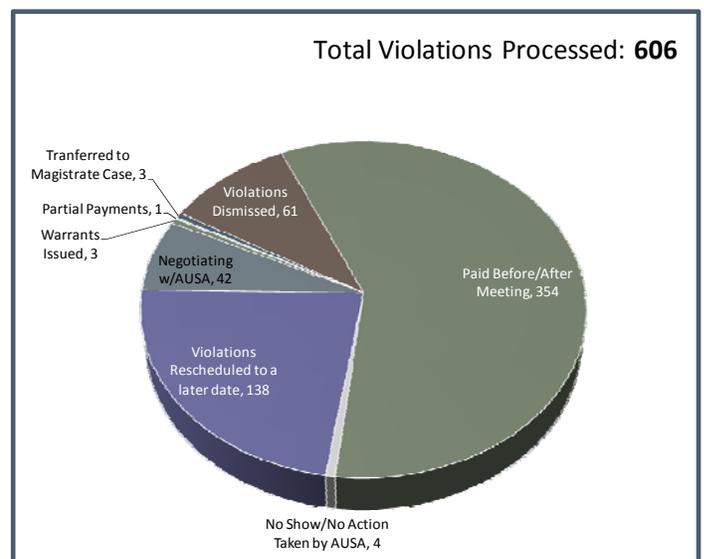
1. Cases that are exempt from a scheduling/planning order are ineligible for referral to ADR (e.g., § 2255 motions, habeas corpus petitions, prisoner civil rights cases, prisoner petitions, social security appeals, student loan actions and bankruptcy appeals). Refer to Local Civil Rule 16.1(g).
2. Parties must consent to referral to ADR, therefore not all eligible cases are referred to some form of ADR.

What follows is a three-year comparison of the settlement percentages for cases completing the three most common forms of ADR.



Central Violations Bureau (CVB)

The Central Violations Bureau is tasked with processing violation notices (citations) issued and payments received for petty offenses committed on federal property. In 2014, the Court processed 606 violations, a seven percent decrease from the 653 violations processed in 2013.





CM/ECF

Numerous initiatives and significant efficiency measures related to CM/ECF were implemented in 2014, including:

Orders Rejecting Pleadings

In January, all magistrate judges began using an electronic process for orders rejecting pleadings. Clerk's office staff now make a court-only entry on the docket, which provides the proposed reason for rejection and also notifies the judge. The judge then reviews the associated document stored on a shared network drive and the offered reason for rejection. After review, an "automagic" order rejecting pleading is e-filed, or a court-only entry directing the Clerk to file the document is made. This electronic process allows any judge to review the proposed pleadings from anywhere, without having to send the actual paper documents to various offices.

E-Filing Habeas Rule 5 materials

In 2014, the judges approved amendments to the Local Rules involving the filing of state court records in habeas corpus cases. Clerk's office staff worked with the Michigan Attorney General's office to develop a solution to ensure that these documents are not only electronically filed, but also presented in a user-friendly, navigable format. Descriptions for the various components of the record are standardized and preserved in CM/ECF in the form of drop-down selections. These descriptions also provide the detail necessary to assist the Court in navigating to a pertinent portion of the record.

Criminal Debt Payments through Pay.gov

For many years, Pay.gov has interfaced with CM/ECF and has been used as the primary source to collect filing fees and appeal fees paid with a credit card. It is a secure govern-

ment portal, similar to PayPal used by the general public for Internet purchases. This feature allows individuals to make criminal debt payments with a credit or debit card, or an ACH transaction (direct withdrawal) from a checking or savings account. Users simply navigate to the Pay.gov website and complete this Court's form. Our District was the third court in the nation to utilize Pay.gov in this way. Through the end of 2014, we had received 230 payments totaling over \$58,000 in criminal debt payments.

ADR Notices

Staff established a feature to automate ADR notices. The new process uses the "automagic" function within CM/ECF to simultaneously e-file and produce the most frequent notices issued by the ADR Administrator. This new process has proven to be more efficient and saves time for court staff.

Orders for Commitment

The Court implemented a new process for Orders of Commitment to ensure consistency with timing and communications between the Court and the U.S. Marshals Service (USMS) regarding the transportation of criminal defendants. When an order is filed, the USMS is notified electronically so they can make arrangements to have the defendant designated to a facility as ordered. Once the defendant is designated to a facility, the USMS can make an entry in CM/ECF which then prompts the appropriate judge's chambers to enter an "automagic" Order Regarding Transport of Defendant. This new process provides consistency and promptness in communication.

Amendment 782

Amendment 782 to the Sentencing Guidelines created an opportunity for certain incarcerated drug offenders to see reductions in their sen-



tences effective November 1, 2014. In August 2014, the Drug Retroactivity Committee, chaired by Judge Jonker, and comprised of representatives of the U.S. Attorney's Office, the Federal Public Defender, and Probation and Pretrial Services, met to review modifications to the procedure and related forms that were used in the last round of sentence modifications. As of December 31, 2014, our court had already received over 500 motions from inmates seeking a reduction of sentence. To meet this volume, Judge Jonker's committee devised a case processing system for keeping up with this unique case load.

Space and Facilities

The major space and facilities emphasis in 2014 was the Judicial Conference mandate for all courts to reduce their space footprints. By 2018, the court units in the Western District of Michigan (Probation and Pretrial Services Office, District Court, and Bankruptcy Court) are to reduce their space by a total of 8,014 usable square feet (u.s.f.). We implemented the first phase of our plan in 2014 with the reduction of approximately 3,500 u.s.f. in leased office space for Probation and Pretrial Services Office and storage space for the District Court from all divisions. This results in an estimated rent savings for the Judiciary of \$44,240.00 per year.

Persistence and optimism again paid off at the Marquette facility as a new secured entryway was completed. This project combined two separate security posts from different floors into a single secured entry on the Washington Street level. This project, funded by the U. S. Marshal Service, was a culmination of a long period of Tenant Agreement amendment negotiations between GSA (General Services Administration) and the U. S. Postal Service.

Construction was completed during the fall and the entry became operational at the end of 2014.

Personnel

The District Court ended 2014 with a total of 73 staff members (66 full-time and 7 part-time staff). These employees supported four District Judges, two Senior Judges, four Magistrate Judges and the Clerk of Court.

The Court continued to make conservative staffing decisions in 2014 by continuing to hold open vacancies caused by retirement and promotions. Additionally, there was some movement of staff to different positions.

Shared Administrative Services

Human resource representatives from the District Court, Probation and Pretrial Services Office and Bankruptcy Court met throughout the year to identify any duplication of efforts among the three Human Resources departments and to formulate plans for greater collaboration. The representatives coordinated the dissemination of materials and information for all three court units throughout the year. They continue to discuss additional opportunities for collaboration.

Volunteers/Interns

The court is open to qualified individuals seeking work on a volunteer basis and/or as interns as part of their educational program. During the year, nine interns worked in various judges' chambers and in the Clerk's offices. Once again the court was able to benefit from qualified individuals providing important assistance.



FINANCE

Fund Management and Control

Under the oversight of the Clerk and Chief Probation Officer, the Finance Unit is charged with administering the district’s budget on a day-to-day basis. To accomplish this, the court units’ budgetary requirements are determined and spending plans are defined. Spending is monitored to ensure obligations and expenditures conform to the spending plan, do not exceed authorized amounts, and follow applicable guidelines, rules, and regulations.

Accounts Payable*

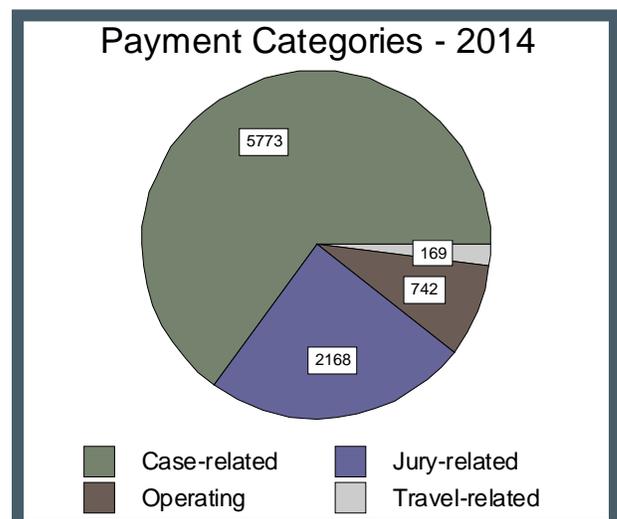
Although the largest volume of disbursements are done for District Court, the Finance Unit also processes disbursements for Bankruptcy Court, Probation and Pretrial Services Office, and Office of the Federal Public Defender. Overall, disbursements in calendar year 2014 increased to 10,985 from 9,982 in 2013, an increase of 10.1 percent. Payable totals specific to all court entities peaked to their highest level in the last five years. The following table is an analysis of payments specific to each entity.

<i>Entity</i>	<i>% of disbursement workload</i>	<i>2014</i>	<i>2013</i>
District Court	80.6%	8,852	8,038
Bankruptcy Court	5.8%	632	615
Probation/Pretrial Services	9.1%	1005	956
Federal Public Defender	4.5%	496	373
Total		10,985	9,982

* The Terms “accounts payable,” “disbursements” and “payments” are used interchangeably.

Within the District Court, payments are divided into four categories:

- Case-related: consists of payments to restitution victims in criminal cases, refunds to correctional facilities as a result of the overpayment of Prison Litigation Reform Act (PLRA)-related civil or appeal case filing fees by inmates in state or federal custody, and other financial activities. This category comprised approximately 65.3 percent of all payments in 2014.
- Jury-related: comprises payments to all grand and petit jurors. Approximately 24.5 percent of all payments in 2014 were jury-related.
- Operating Expenses: incorporates all payments revolving around routine court business (i.e., equipment maintenance, telephone/cellular services, office supplies, etc.). Operating expense payments were approximately 8.4 percent of all payments in 2014.
- Travel-related: encompasses all payments to chambers and Clerk’s Office staff involving travel. During 2014, approximately 1.9 percent of all payments were travel-related.





Accounts Receivable

The Finance unit processes collections for all court units, with the exception of the Bankruptcy Court.

Collections are processed in various ways depending on the transaction type and payment method. General collections include civil and appeal filing fees, copy fees, and miscellaneous fees, and are received over the counter or through the mail. Other case-related transactions are processed using a number of Treasury-directed initiatives. Overall collections in calendar year 2014 decreased 2.8 percent from 2013. The majority of collections in 2014 (69.8 percent) were case-related, while other general collections make up the balance (30.2 percent).

Internal Controls and Accounting Procedures

The Administrative Office (AO) carries out cyclical audits in order to ensure the integrity of the District Courts' financial information and internal controls. District Courts are required to conduct additional periodic internal evaluations in the years that a cyclical audit is not scheduled. The 2013-2014 review resulted in some suggestions for improving processes which were implemented. Reviewing and strengthening internal controls is an ongoing priority.

Procurement & Inventory Management

Procurement staff are responsible for day-to-day purchases for all divisional offices of the District Court and Probation and Pretrial Services Office. This includes the purchase of office supplies, equipment, furniture, and equipment maintenance. Generally, purchases fluctuate from year-to-year based on funding availability and need. During calendar year 2014, procurement staff processed 348 purchase or-

ders, a slight increase from the prior year's total of 324.

Information Technology

In 2014, the Information Technology (IT) Unit continued its support of the District Court and the Probation and Pretrial Services Office in all areas of technology, and provided service consistent with the focus areas identified by the IT Committee, specifically, Infrastructure, Customer Service and Security Awareness.

Infrastructure

Courtroom Technology

The IT staff maintained and enhanced the existing technology in all courtrooms during the year. The video conferencing capabilities for Judge Bell's Grand Rapids courtroom were upgraded with new equipment, the overall design of the courtroom system was refreshed to replace analog with digital and new equipment and installation were procured with installation to occur in early 2015.

Technology Upgrades

Local and wide area networks are the center of the technology infrastructure in the District and security of these systems is critical. Network and security activities included file server upgrades, network switch upgrades, and district-wide security awareness training in March 2014 to ensure the networks are protected and meet the demands of the present and the future.

Computers, printers, scanners, and other devices are also crucial to the Court's infrastructure. Replacements and upgrades occurred throughout the year and were an important ongoing activity to ensure all staff have the tools they need. Enterprise applications, which sup-



port electronic communication, case management, electronic filing and other mission critical functions, were also upgraded and enhanced throughout the year, thus ensuring Court staff have the latest features and capabilities needed for their work.

The Judiciary recognizes time and cost savings available through the use of video teleconferencing and has implemented a national system which provides bridging and administration capabilities for the courts. All District Court and Probation and Pretrial Services Office equipment is now part of this nationwide system connecting our courtrooms and conference rooms to each other, as well as to any system outside the Judiciary. Video teleconferencing is used on a regular basis in our District for witness testimony, interviews of defendants and offenders by Probation Officers, Federal Public Defender and Criminal Justice Act (CJA) panel attorneys, and for court meetings which often involve staff in other divisional offices.

All court staff continue to be more mobile and to work remotely. The use of smart phones and tablets by Court staff on a daily basis continued to increase during 2014, providing judges, probation officers and other staff with additional flexibility whether inside or away from the courthouse.

Customer Service

During 2014, our seven member IT team responded to 2,613 Help Desk requests submitted by approximately 134 staff members. The Help Desk system continues to enhance IT service delivery by allowing staff a consistent way to submit their requests and allowing the IT staff to acknowledge, assign and respond to those requests.

The Court's Internet site continues to play an important role in serving everyone who has business with the Court. We redesigned our

Internet site during 2014 using a Judiciary-wide template to ensure the information requirements are met in a consistent manner.

To ensure a continued focus on IT service, all Court staff were polled during 2014 regarding their IT tools to ensure they had the tools needed to fulfill their job responsibilities. A high response rate indicated staff had the tools they required.

Training

The Clerk's office continued to emphasize employee training in 2014.

Benefit for Life Webinars

The Court continued to make Benefit for Life webinars sponsored by the Administrative Office available to staff. The webinars provide continuous education on the various Federal Judiciary Benefit Programs and are recorded so staff can view them at their convenience.

IT Security Awareness Training

Recognizing that security awareness is essential for staff, the Court conducted IT Security Awareness Training for employees of District Court, Bankruptcy Court and Probation and Pretrial Services Office. The training focused on increasing awareness of threats we face as Judiciary employees and best practices for reducing risks.

New Magistrate Judge Orientation

Staff participated in an orientation for incoming Magistrate Judge Green and his Judicial Assistant in July 2014. This provided an opportunity for the newest members of our Court family to get an overview of the Court and an introduction to how we operate. Staff from District Court, Bankruptcy Court, and Probation and



Pretrial Services participated, along with several judges from District Court.

Annual Law Clerk Orientation

The Court conducted the annual Law Clerk Orientation in Grand Rapids for new term law clerks and interns again in 2014. The training included presentations on court technology, the library, ethics, personnel, and the role of the Pro Se law clerks. The new law clerks also have an opportunity to meet and interact with current law clerks.

Judges' IT Training

Judge Neff, staff from several judges' chambers, and a Clerk's office staff member attended Judges IT Training: Training for Court Teams in Omaha, Nebraska in July. The participants learned how to deliver one-on-one training and coaching to judges and chambers staff, and how to design, develop, and deliver training and ongoing support to meet individual judge's and chambers staff needs.

Personality Temperament Instrument (Real Colors®) Training

The Federal Judicial Center sponsored a dynamic Personality Temperament Instrument (PTI) workshop for staff in our District. The PTI Real Colors® workshop is designed to provide participants with a tool to help develop more effective communication skills and build better relationships, both in and out of the office. Participants are afforded the opportunity to discover their own personal strengths, recognize the strengths of others, learn the most effective way to talk to different people, explore the different way people process information, and learn to appreciate and value other viewpoints. Participants begin to see the world from a new perspective as they learn to recognize characteristics of each of the four colors and uncover motivators specific to each temperament. This

training was received by staff and judicial officers with considerable enthusiasm.

Operations Department Training

In a continuing effort to enhance performance among all offices and function as a single court unit, the Operations Unit participated in skill-building courses throughout the year. Examples include: records process training, grand jury returns process training, and jury process training. Various internal training programs were also employed to help transition staff members to new positions and/or duties.

Finance Department Training

The Finance Department staff took advantage of many training opportunities throughout 2014, including: Basics of Listening, Stamps.com User and Administrator training, Financial Statement Audit court training, Payment Card Industry (PCI) Assist, OTCnet User Refresher training and FY2015 New Year Initialization Procedures Guide testing.

IT Department Training

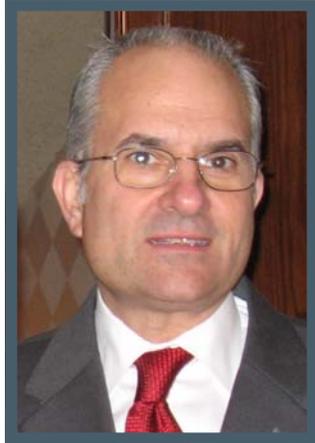
The IT Department staff also took advantage of several training opportunities throughout 2014, including: Lotus Notes Administrator training, VMWare Conference (for the Courts' server virtualization product), Ninth Circuit IT Conference and the Automation Trainers Community of Practice Conference.



Court Highlights

Retirement of Magistrate Judge Joseph G. Scoville

On July 31, 2014, the Honorable Joseph G. Scoville retired after 26 years of service to our District. Judge Scoville was appointed as a U.S. Magistrate Judge for the Western District of Michigan in January of 1988.



Before taking the bench, he was a partner in the firm of Warner, Norcross & Judd in Grand Rapids. Prior to coming to Grand Rapids, Judge Scoville practiced law for two years in Chicago with McDermott, Will & Emery. He is a past president of the Federal Bar Association, Western Michigan Chapter, and past chair of the State Bar Committee on United States Courts. During his tenure, Judge Scoville played a significant role in the implementation and subsequent modifications of CM/ECF, the court's electronic filing system. He also oversaw the district's local rules and, for many years, served as a faculty member for the Hillman Advocacy Workshop, and ICLE seminars. He is a graduate of Michigan State University (1971, with high honors, Phi Beta Kappa) and The University of Michigan Law School (1974, magna cum laude, Order of the Coif). Most memorable, though, is his service as a friend and wise counsel to staff and colleagues alike.

Appointment of Magistrate Judge Phillip J. Green

The Honorable Phillip J. Green was appointed as a U.S. Magistrate Judge in the Western District of Michigan effective August 1, 2014.

The judges held an investiture ceremony on September 12, 2014 to celebrate Judge Green's appointment. Chief Judge Paul L. Maloney presided over the ceremony, administered the oath and made opening remarks and introductions. Many notable speakers shared memories including Brian P. Lennon, Carole D. Bos, U.S. District Court Judge Gordon J. Quist and U.S. District Judge Robert Holmes Bell. Ronald G. DeWaard served as the Master of Ceremonies.

Judge Green earned his B.A. from St. Meinrad College in 1982 and his J.D. from St. Louis University School of Law. He served as a law clerk to the Honorable Theodore McMillian, U.S. Court of Appeals for the Eighth Circuit from 1990-1991. He then went on to work for the U.S. Department of Justice and was in private practice. In 1998, he began service in the U.S. Attorney's Office as an Assistant U.S. Attorney and served in that capacity until his appointment as a U.S. Magistrate Judge.





33rd Annual Hillman Advocacy Program January 22-24, 2014

“Trial lawyers are made, not born.” That’s what Judge Douglas W. Hillman believed. And while he was a Judge in our District, he acted on his belief by founding what we now call, in his honor, The Hillman Advocacy Program. In January of 2014, the Hillman Program completed its 33rd annual program.



The Hillman Program builds trial skills for both new and novice attorneys in a powerful, learn-by-doing format pioneered by the National Institute for Trial Advocacy. The format requires all participants to conduct mock opening statements, closing arguments and direct and cross examination of both lay and expert witnesses. The students receive immediate feedback from master trial advocates. They also receive private, one-on-one feedback with a master advocate who reviews a videotape of the performance with the student. The most experienced students have the opportunity to conduct a full day mock jury trial, and then observe jury deliberations and receive critique from the jurors.

The Hillman Program is unique in the country because of the support it receives from the Bench and Bar. The Federal Courthouse defers regular business and opens its doors to the Program for two full days. Participants not only learn-by-doing, they do so in the actual courtrooms and with the actual evidence presentation equipment used in regular Court business every day. Plus, our District and Magistrate Judges circulate throughout the program and provide their own critique of student performances. Program faculty are master advocates in the District who have demonstrated success in both the practice and teaching of

their craft. They volunteer their time over three days to help students develop the skills they need to carry on a tradition of excellence in advocacy. Very few Bar Associations in the nation are blessed with such generosity.

During the 2014 program, 62 lawyers participated in the program

Four years ago, the Program began a tradition of making a Hillman Award to a person who has demonstrated a long-term commitment to the Program and contributed in significant ways to its more than 30 years of success. The Program honored Don Davis with the Award in January 2014.

Historical Society Projects

The Trial of Susan B. Anthony

On August 27, 2014, the Court, in cooperation with the United States Attorney’s Office and the Federal Bar Association, reenacted the trial of Susan B. Anthony for unlawfully voting in the presidential election of 1872 in New York. Ms. Anthony (played by the Hon. Janet T. Neff) was ably represented by her attorney, Henry R. Selden (played by Assistant U.S. Attorney Tim VerHey). Prosecuting the case was the relentless Richard Crowley (played by Assistant U.S. Attorney Clay West). U.S. Supreme Court Justice Ward Hunt (played by the Hon. Hugh Breneman, Jr.) presided at the trial in his capacity as a circuit judge of the United States Circuit Court for the District of New York, notwithstanding that the reenactment took place in the Grand Rapids Federal Courthouse. United States Attorney Patrick Miles made a cameo appearance as Frederick Douglass. All of the players were dressed in authentic period garb. The first fourteen men to attend the program as spectators received a surprise jury summons to sit as the all-male jury.



Susan B. Anthony famously advocated and lectured for the abolition of slavery, women's labor organizations, education reform, and the right for women to own their own property and keep their own savings. She believed the right to vote was paramount in making progress in these areas. At the age of 52 she and several other women, essentially by dint of personality, compelled the election inspectors to place their names on the roll of voters, and then voted for president, despite the law at the time which forbade it.



Notwithstanding some vocal opposition from those assembled, the Judge directed the jury to find a verdict of guilty and, over a spirited allocation from the defendant, fined her \$100.00. She refused to pay the fine, and the judge declined to incarcerate her awaiting payment, thus effectively barring her from appealing her felony conviction to the Supreme Court. The reenactment was taken entirely from the transcript of the actual trial. The production was ably produced and directed by Assistant U.S. Attorney Tessa Hessmiller.



Ms. Anthony died 14 years before the passage of the 19th Amendment, popularly known as the Susan B. Anthony Amendment, in 1920. Her likeness also appears on a one dollar coin.



Publication

The Historical Society has contracted with David Gardner Chardavoyne to publish a book-length history of the Court. Chardavoyne wrote an excellent history of the U.S. District Court for the Eastern District of Michigan. Although only in its initial stages, the work is off to a good start. Mr. The book is expected to draw heavily on the Historical Society's archives and oral histories which continue to be taken.

Other Activities

Recent oral histories this year include those of Circuit Judge David W. McKeague and retired Magistrate Judge Joseph G. Scoville.

The Historical Society also added a display case of old pictures and memorabilia on the Sixth Floor this past January in support of the Hillman Trial Advocacy Program.



Special Recognition

Each year we make a point to offer special recognition to those who join our Court family and those who have achieved landmarks in their length of service to the Court. In addition, we offer special good-byes to those who begin down other paths in their journeys.

Appointments

Christina Cavazos—Judicial Assistant

Phillip J Green—Magistrate Judge

Jessica Wright—Judicial Assistant

Retirements

Marge Hetherington—26 years

Magistrate Judge Joseph G. Scoville—26 years



Todd Broberg

Tracey Cordes

Melissa Spriggs



Russ Ambrose

Kathleen Thomas

Paula Woods



Anne Bartish

Jodi Gerona

Amy Jensen



Faith Webb



Barb Dowdle

Deloy Johnson

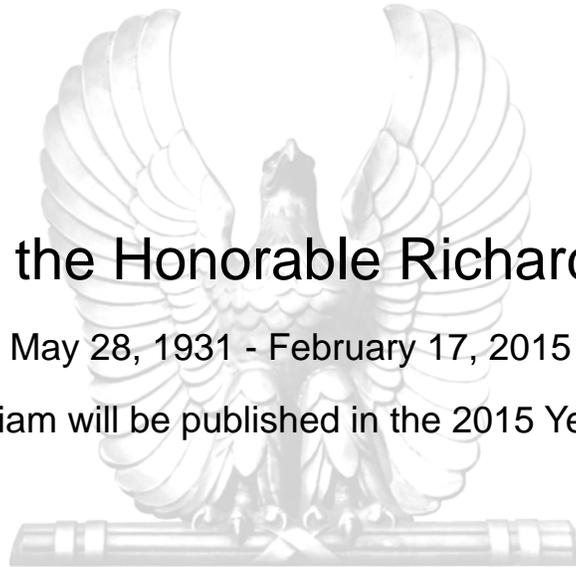
Cathy Patten



In memory of the Honorable Richard Alan Enslin

May 28, 1931 - February 17, 2015

A full memoriam will be published in the 2015 Year in Review



The Chief Judge and the Clerk of Court express their appreciation to the many individuals who contributed to the 2014 Year in Review.

