

Clerk's Office

Year in Review

Providing quality service in support of justice.

Robert J. Jonker
Chief Judge

Thomas L. Dorwin
Clerk of Court

THE CHIEF JUDGE AND CLERK OF COURT WOULD LIKE TO EXTEND THEIR APPRECIATION
TO THE MANY INDIVIDUALS WHO CONTRIBUTED TO THE 2016 YEAR IN REVIEW.



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MESSAGE FROM THE *Chief Judge*

Last year, during my first year as Chief Judge, I wrote about the turbulence of change. I could just reprint those sentiments this year because it's been another year of turbulent change. And there is no end in sight. But this year, amidst all the ongoing change, I want to emphasize one constant: the faithful execution in our District of a critical job well done, day after day.

Article III of the Constitution of the United States establishes the Federal Judiciary as the third branch of government. The text of Article III vests that judicial power "in one Supreme Court, and in such inferior courts as the Congress may from time to time ordain and establish." In constitutional terms, we are one of those "inferior courts," but in terms of the actual day-to-day work of the Federal Judiciary, we and the other 93 Federal District Courts in the nation are superior in every way!

I'm not alone in that judgment. Chief Justice Roberts made a point of highlighting the essential work of the Federal District Courts in his 2016 Year-End Annual Report on the Federal Judiciary. His words focused on judges in particular, but his sentiments apply to all of us who work in the District Courts because the judges could not accomplish anything alone. In the words of the Chief Justice: "While the Supreme Court is often the focus of public attention, our system of justice depends fundamentally on the skill, hard work, and dedication of those outside the limelight." After detailing some of the unique challenges of the District Courts, the Chief Justice reminded us of the spirit of public service that fuels our daily sense of calling: "District [Courts] make a difference every day, and leave a lasting legacy, by making our society more fair and just."

The Chief Justice could have gone on to marvel that the entire Third Branch of government, including all of us here in the District Court, manage to accomplish all this critical work with only a tiny fraction of the federal budget. And I mean that literally. The budget for the entire Federal Judiciary is about \$7 billion. That's a lot of money for sure, but it is less than two-tenths of one percent of the entire \$4 trillion federal budget. In decimal terms, it is just 0.175 percent (that is 0.00175) of the federal budget. Or in practical terms, if the entire federal budget amounted to just one dollar, the Federal Judiciary's share would be less than half of a penny.

That sure describes our people here in the Western District, doesn't it? People of skill, hard work and dedication. People who care more about getting the job done right than about getting personal credit for it. People who embody the ethic of public service and contribute tangibly to fairness and justice in the community. And, yes, also people who know how to pinch a penny in the service of taxpayer value.

So take a well-deserved bow for a critical job well done day after day. I look forward to another year of public service with all of you.

Robert J. Jonker
Chief Judge

MESSAGE FROM THE *Clerk of Court*



Dear Friends and Colleagues,

I am now closing out my first full year as the Clerk of this Court. This report is chock full of metrics that show how truly exceptional this court is, and I remain absolutely humbled by the dedicated, efficient and collegial way our staff does their important work, year after year.

So the work of our court family this year was good, and under Chief Judge Jonker's leadership, we are trending favorably in some important areas including Information Technology, Finance, and Operations, to name a few. We said goodbye to some long time friends this past year: Barbara Dowdle in Kalamazoo, Cindy Idema in Grand Rapids, and Pam Chant and Judge R. Allan Edgar in Marquette, who all retired after long and faithful careers with the court. We celebrated high school and college graduations, birthdays, weddings and many other significant events in the lives of many of our staff; and consoled those who suffered the loss of loved ones, as all good families do. I would be remiss if I did not mention the passing of Ms. Kimberly Greer, a long time District Court employee and IT Manager for our Probation and Pretrial Services Department. Kim was a bright and happy soul, and a beloved member of the court family. Her untimely passing was a painful reminder of the transitory nature of life, and she is missed here by all.

As we look to the future, I was heartened by many things. I am fortunate to have the friendship and advice of colleagues Rebecca Howell, Chief Probation Officer, and Dan LaVille, Clerk of Bankruptcy Court. We welcomed Jody Barkley, Christa Langohr Wenners, Jim Williams and Jessie Austin, all top professionals, to the Clerk's Office and court family. I also had the good fortune of sitting on a panel with the Hon. Robert Holmes Bell, our most senior active District Judge, as we addressed soon to be graduates of the Court's Leadership Development Program, a year long program of the District Court and Probation and Pretrial Services Department that instills advanced leadership and managerial concepts in future judiciary leaders. Judge Bell spoke to them about the importance of "servant leadership" principles - leading with humility, setting a good example of service, and being a good steward of the responsibilities and funds entrusted to us. He also spoke of the importance of listening, being empathetic, and helping people grow.

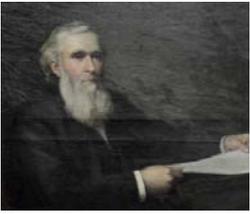
Judge Bell's comments that day resonated with many of us, and I realized that our court practices many, if not all, of those traits already. Our judicial officers and staff members focus on the needs of the public we serve every day, and do so as good stewards of the public trust. Like every family, we occasionally disagree, but we do so honestly and respectfully. We also take time to support and celebrate each other here, and in our community. Like Chief Judge Jonker, I look forward to another year of public service with all of you.

Thomas L. Dorwin
Clerk of Court



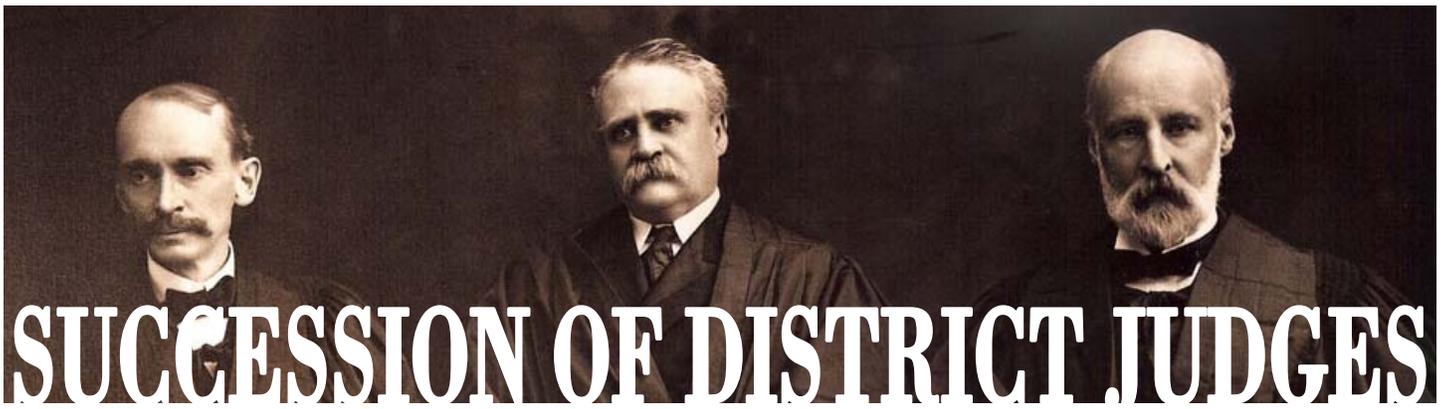
Congress created the District Court of Michigan with the Act of July 1, 1836. At the time, Michigan was one Judicial District and the Court was to hold two sessions at the seat of the government which was then in Detroit. The Act of February 24, 1863 divided Michigan into two districts, with Grand Rapids 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, 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. The Act of May 19, 1961 authorized a session of court to be held in the state capital, Lansing, and eliminated the term in Mason.

JUDICIAL APPOINTMENTS



Listed Chronologically

<u>APPOINTING PRESIDENT</u>	<u>JUDGE</u>
Abraham Lincoln	Solomon L. Withey
Grover Cleveland	Henry Franklin Severens
William McKinley	George Proctor Wanty
Theodore Roosevelt	Loyal Edwin Knappen
William Howard Taft	Arthur Carter Denison
William Howard Taft	Clarence William Sessions
Calvin Coolidge	Fred Morton Raymond
Harry S. Truman	Raymond Wesley Starr
Dwight D. Eisenhower	W. Wallace Kent
John F. Kennedy	Noel P. Fox
Richard M. Nixon	Albert J. Engel, Jr.
Richard M. Nixon	Wendell A. Miles
Jimmy Carter	Douglas W. Hillman
Jimmy Carter	Benjamin F. Gibson
Jimmy Carter	Richard Alan Enslin
Ronald Reagan	Robert Holmes Bell
George H.W. Bush	David W. McKeague
George H.W. Bush	Gordon J. Quist
George W. Bush	Paul L. Maloney
George W. Bush	Robert J. Jonker
George W. Bush	Janet T. Neff



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

¹Clarence 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.

MAGISTRATE JUDGES

<u>MAGISTRATE JUDGE</u>	<u>DATES OF SERVICE</u>	<u>LOCATION</u>
Stephen W. Karr	July 20, 1971 - December 31, 1987	Grand Rapids
Lloyd R. Fayling	July 26, 1971 - November 9, 1982	Kalamazoo
John R. Weber	March 13, 1972 - January 10, 1988	Marquette
Stuart D. Hubbell	June 13, 1972 - October 23, 1973 January 30, 1974 - July 31, 1979	Grand Rapids
Hugh W. Brenneman, Jr.	April 1, 1980 - July 31, 2015	Grand Rapids
Doyle A. Rowland	July 23, 1984 - February 29, 2000	Kalamazoo
Timothy P. Greeley	January 11, 1988 - 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
Ray Kent	August 1, 2015 - Present	Grand Rapids

Grand Rapids Federal Courthouses



1879-1909



1909-1973

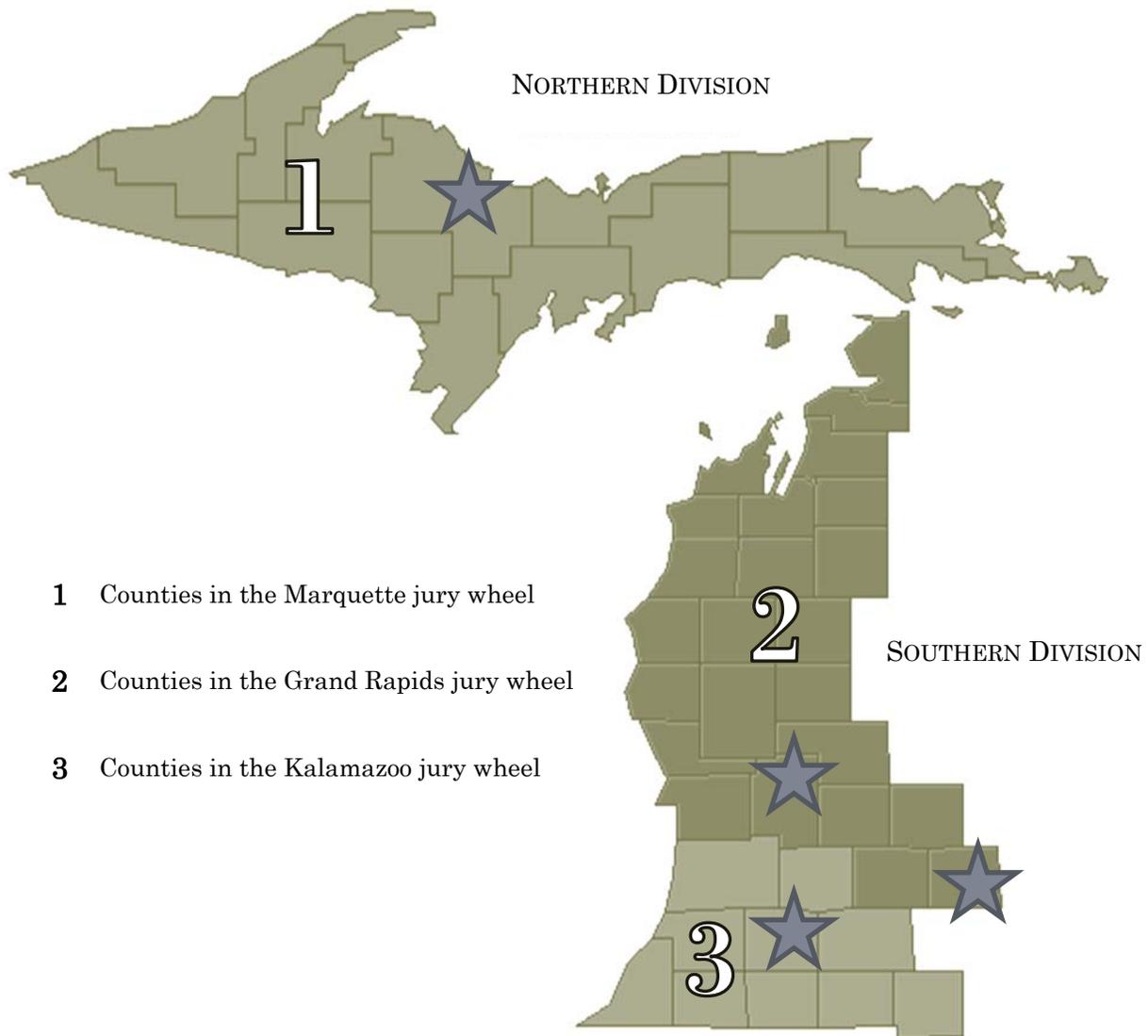


1973-Present



COURT INFORMATION

The U.S. District Court for the Western District of Michigan is one of two federal district courts in the state of Michigan and is included in the Sixth Circuit with Ohio, Kentucky and Tennessee. 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.



Honorable Janet T. Neff

Judicial Assistant..... Chris Bockheim
Case Manager..... Rick Wolters
Court Reporter Kathy Anderson
Law Clerk Kathleen Geiger
Law Clerk Rita Buitendorp

Honorable Gordon J. Quist

SENIOR STATUS: JANUARY 1, 2006

Judicial Assistant..... Jane Tepper
Law Clerk Phil Henderson
Law Clerk Elizabeth Geary
Successor: Andrew Chamberlain

Honorable R. Allan Edgar

SENIOR STATUS/WDMI DESIGNATION: OCTOBER 7, 2005-JUNE 30, 2016

Law Clerk A.J. Peterman
Law Clerk Christine Bohn

Magistrate Judges

Honorable Timothy P. Greeley

Courtroom Deputy Cathy Moore
Law Clerk Rodney Kurzawa
Law Clerk Jacob Shapiro

Honorable Ellen S. Carmody

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

Honorable Phillip J. Green

Judicial Assistant..... Jessica Wright
Courtroom Deputy Angie Doezema
Law Clerk Christopher Williams

Honorable Ray Kent

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

Staff Attorneys

Staff Attorney..... Lisa DeFerrari
Staff Attorney..... Cathy Halverson
Staff Attorney..... John Stuve
Staff Attorney..... Kristin VandenBerg
Administrative Assistant..... Stephanie Carpenter



CLERK'S OFFICE STAFF

Grand Rapids

ADMINISTRATION

THOMAS L. DORWIN <i>Clerk of Court</i>	MICHELLE RUSH <i>Administrative Analyst</i>	KIM FOSTER <i>Special Projects Manager</i>
MICHELLE BENHAM <i>Chief Deputy Clerk</i>	KELLY VAN DYKE <i>CM/ECF Administrator</i>	DIANE HOPKINS <i>Jury Administrator</i>
ASHLEY MANKIN <i>Administrative Assistant</i>	MELANIE VUGTEVEEN <i>Personnel Specialist</i>	MELISSA SPRIGGS <i>Jury Specialist</i>

OPERATIONS

KRISTI TAYLOR <i>Operations Manager</i>	LAUREN PACKARD <i>Court Programs & Training Coordinator</i>	MATT ALLEN <i>Data Quality Analyst</i>
NERMANA STIMEC <i>Case Administrator</i>	MARY CLAPP <i>Intake Clerk</i>	CINDY IDEMA <i>Data Quality Analyst</i>
KATHY WRIGHT <i>Case Administrator</i>		

INFORMATION TECHNOLOGY

JIM WILLIAMS <i>Director of IT</i>	MITCH VAN DYKE <i>Assistant IT Manager</i>	ED VAN PORTFLIET <i>IT Specialist</i>
DELOY JOHNSON <i>IT Manager</i>	BILL SIMAZ <i>IT Specialist</i>	AMY JENSEN <i>IT HelpDesk Specialist</i>

FINANCE & PROCUREMENT

CLAIRE DAW <i>Financial Administrator</i>	KATIE CAMPBELL <i>Procurement & Financial Specialist</i>	NICKI GLEESON <i>Procurement Specialist</i>
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CLERK'S OFFICE STAFF

Divisions



Kalamazoo

ERIC SISKIND
Case Administrator

BARBARA DOWDLE
Case Administrator

MAGGIE GARCIA
Case Administrator

JODY BARKLEY
Generalist Clerk



Lansing

JODI GERONA
Data Quality Analyst

PAULA WOODS
Case Administrator

CHRISTA LANGOHR WENNERS
Case Administrator



Marquette

CAROLE POGGI
Resident Deputy

MICHELE CARLSON
Case Administrator

SANDY KIVELA
Case Administrator



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 we bring the best tools and work processes to meet the demands of our judicial function.

CEREMONIAL

Magistrate Judge Kent chairs the Ceremonial/Social Committee comprised of various chambers' and Clerk's Office staff. The committee oversees the scheduling, planning and arrangements for ceremonial and social events such as investitures, portrait hanging ceremonies, retirement receptions, and the December holiday gathering.

CM/ECF

Chaired by Magistrate Judge Carmody, this committee is comprised of representatives from all areas of the Court. 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 numerous projects suggested by users.

COURT SECURITY

The Court Security Committee is chaired by Chief Judge Jonker. This committee includes representatives from the District Court, United States Marshal Service, United States Bankruptcy Court, Sixth Circuit Court of Appeals, United States Attorney's Office, Federal Public Defender's Office, Probation and Pretrial Services, United States Trustee's Office, General Services Administration and Federal Protective Services. The committee reviews the status of new and existing projects and resolves conflicting or competing requirements for the security resources of the district.

CRIMINAL LAW & 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 our system resources are used effectively and efficiently with regard to fair processing of criminal cases in our Court.

FORMS

Chaired by Magistrate Judge Greeley, this committee includes various chambers' and Clerk's Office staff. Together, committee members oversee the updating, revision and creation of the many forms that are integral to processing the Court's work every day. 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.

INFORMATION TECHNOLOGY

Chaired by Judge Neff, and comprised of a Magistrate Judge, the Clerk of Court, the Chief Probation Officer, the Chief Deputy Clerk of Court, the Information Technology Managers from both the District Court and the Probation and Pretrial Services Office, and the CM/ECF Administrator, this committee sets broad policy direction for the Court's IT function. This includes consideration of such issues as server centralization, word processing systems, and identification of current and future Information Technology tools needed to accomplish our mission.

SPACE & FACILITIES

The Space and Facilities Committee is comprised of both District and 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.

TRAINING ADVISORY

The Training Advisory Committee is comprised of staff members from the Clerk's Office, various chambers and the Probation and Pretrial Services Office. The committee oversees training initiatives and assesses training needs, resources and priorities.

VOLUNTARY FACILITATIVE MEDIATION

The Voluntary Facilitative Mediation Committee is chaired by a member of our Federal Bar, in partnership with Judge Neff and Magistrate Judge Carmody, and includes the Chief Deputy Clerk, the Court Programs/Training Coordinator, 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.

Did You Know...

President Gerald R. Ford, Jr., a Grand Rapids native, was admitted to practice as an attorney in the Western District of Michigan on June 11, 1941. Ford would later be sworn in as the 28th President of the United States after the resignation of President Richard Nixon on August 9, 1974. President Ford's signature can be found on the Attorney Roll that newly admitted lawyers continue to sign to do this day.

OPERATIONS

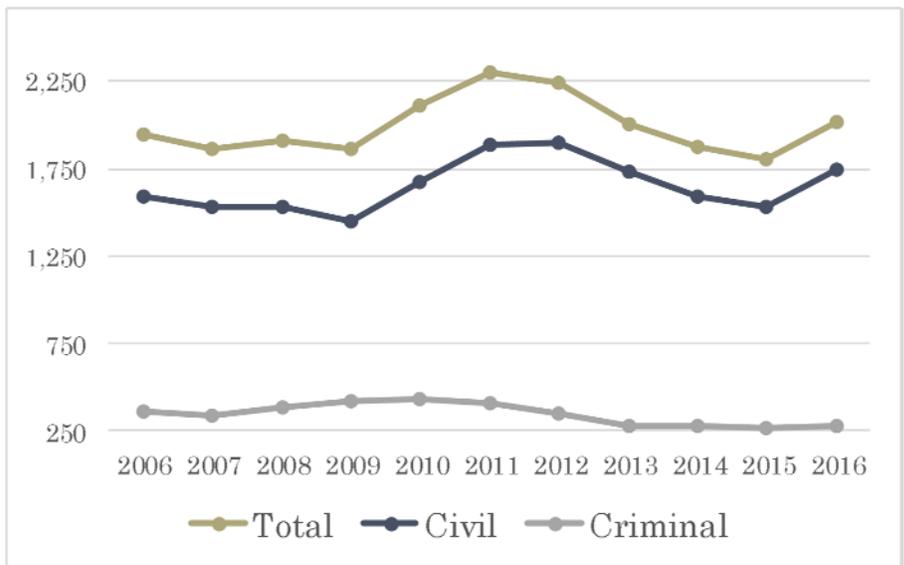


CASE FILING STATISTICS

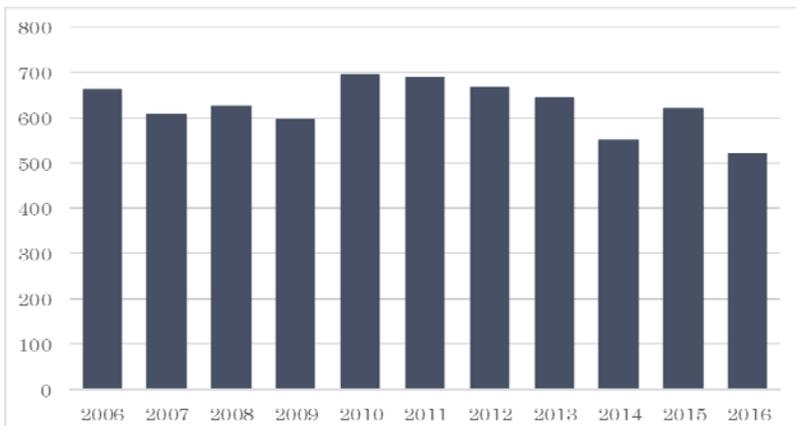
In 2016, there were 2,017 civil and criminal cases commenced in the Western District of Michigan, an 11 percent overall increase from 2015. This increase can be attributed, in part, to the influx of civil cases filed by prisoners seeking a two-level reduction in their drug-related sentences under Amendment 782 of the United States Sentencing Guidelines, 18 U.S.C. § 3582(c).

	Civil Filings	Criminal Filings	Total Filings
2006	1,594	354	1,948
2007	1,532	336	1,868
2008	1,526	385	1,911
2009	1,446	420	1,866
2010	1,672	435	2,107
2011	1,885	413	2,298
2012	1,894	349	2,243
2013	1,731	273	2,004
2014	1,594	278	1,872
2015	1,537	264	1,801
2016	1,741	276	2,017

CASES FILED BY YEAR



ATTORNEY ADMISSIONS

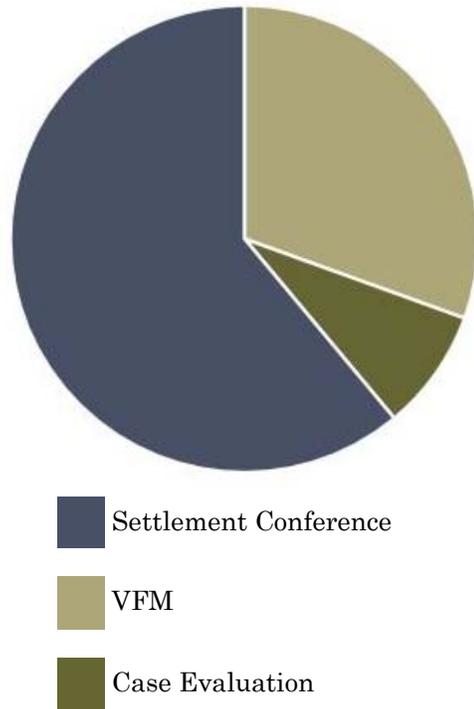


In 2016, 521 attorneys were admitted to practice in the Western District of Michigan. Of the 521 admissions, the Court processed 456 through Petition for Admission while 65 attorneys were admitted during one of four Attorney Admissions Ceremonies that were held throughout the year, including one at the Hillman Advocacy Program. To date, 24,192 attorneys have been admitted to practice in this district since the court was established in 1863.

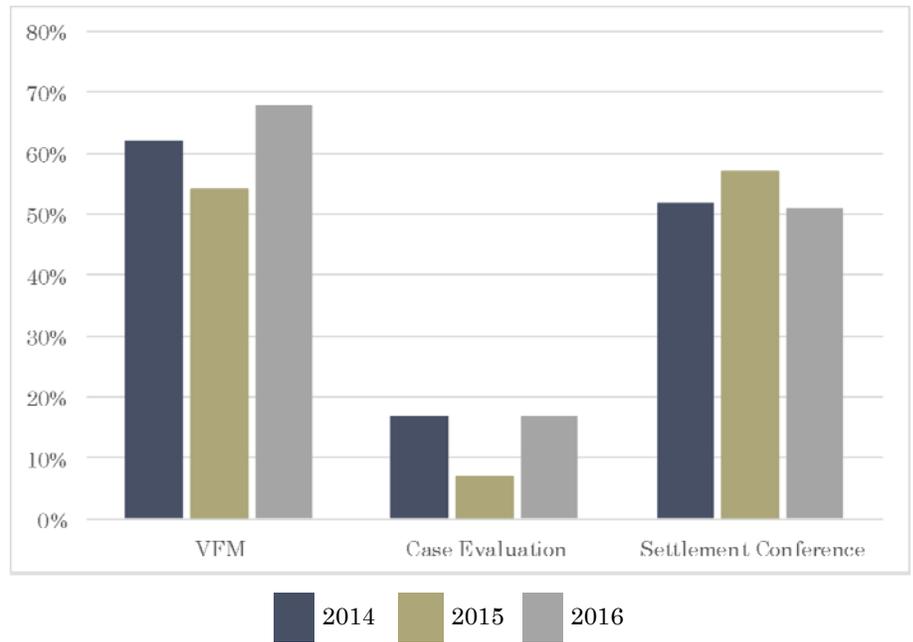
ALTERNATIVE DISPUTE RESOLUTION

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 Conference.

Of the 1,741 civil case filings in 2016, 746 cases were eligible for referral to some form of ADR¹. Of the eligible cases, 71% were referred²: 163 cases to VFM, 45 cases to Case Evaluation, and 326 cases to Settlement Conference.

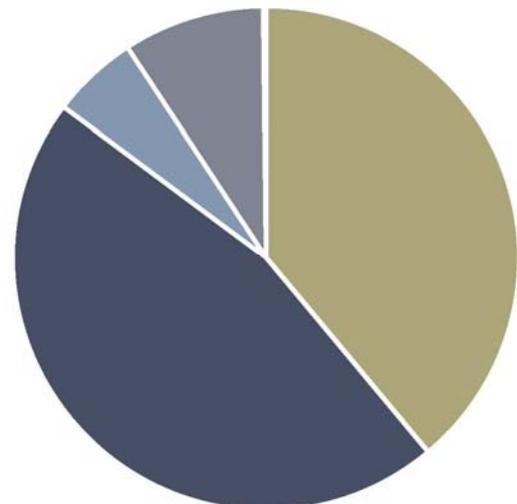
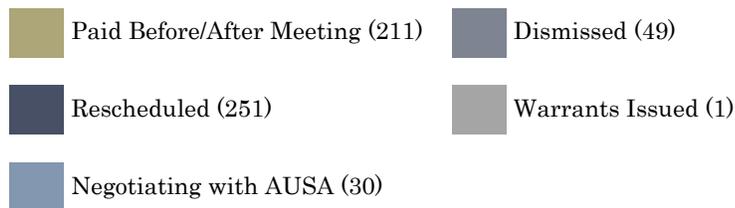


COMPARISON OF SETTLEMENT PERCENTAGES FOR THREE MOST COMMON FORMS OF ADR



CENTRAL VIOLATIONS BUREAU

The Central Violations Bureau is tasked with processing violations notices (citations) issued and payments received for petty offenses committed on federal property. In 2016, the Court processed 542 violations.



¹Cases that are exempt from a scheduling/planning order are ineligible for referral to ADR (i.e. § 2255 motions, habeas corpus petitions, prisoner civil rights cases, prisoner petitions, social security appeals, student loan actions and bankruptcy appeals). Refer to Local Civil Rules 16.1(g).

² Parties must consent to referral to ADR, therefore not all eligible cases are referred to some form of ADR.



NATURALIZATION

In 2016, our judges presided over 25 naturalization ceremonies at which 1,644 new citizens from 125 countries were represented. The countries of origin are listed as identified by the naturalized citizens.

Afghanistan	Cuba	Korea	Sierra Leone
Albania	Czech Republic	Kosovo	Singapore
Algeria	Czechoslovakia	Laos	Somalia
Angola	Dem Rep of Congo	Latvia	South Africa
Argentina	Dominican Republic	Lebanon	South Korea
Australia	Ecuador	Liberia	South Sudan
Austria	Egypt	Macedonia	Spain
Bangladesh	El Salvador	Malawi	Sri Lanka
Belarus	Eritrea	Malaysia	Sudan
Belgium	Ethiopia	Mali	Switzerland
Belize	Fiji	Mexico	Syria
Benin	Finland	Moldova	Taiwan
Bhutan	France	Mongolia	Tajikistan
Bolivia	Gambia	Morocco	Tanzania
Bosnia-Herzegovina	Georgia	Nepal	Thailand
Brazil	Germany	Netherlands	Turkey
Burundi	Ghana	New Zealand	Uganda
Bulgaria	Guatemala	Nicaragua	Ukraine
Burkina Faso	Guyana	Nigeria	United Arab Emirates
Burma	Haiti	Pakistan	United Kingdom
Burundi	Honduras	Palestine	Uruguay
Cambodia	India	Panama	USSR
Cameroon	Indonesia	Peru	Uzbekistan
Canada	Iran	Philippines	Venezuela
Chile	Iraq	Poland	Vietnam
China	Ireland	Portugal	Yemen
Colombia	Israel	Romania	Yugoslavia
Congo	Italy	Russia	Zambia
Congo-Kinshasa	Jamaica	Rwanda	Zimbabwe
Costa Rica	Japan	Saudi Arabia	
Cote d'Ivoire	Jordan	Senegal	
Croatia	Kenya	Serbia	



Numerous initiatives and efficiency measures related to the Court's Case Management/Electronic Case Filing (CM/ECF) system were implemented in 2016, including:

PRISONER LITIGATION-CASE MANAGEMENT

In 2016, our CM/ECF Administrator partnered with a programmer from the District of Utah to create a case management tool for tracking the work of the Pro Se Department. While we already had a complex case management system based on flags in CM/ECF, the unique flow of these cases and the lack of tools in CM/ECF to track details efficiently caused the Pro Se Department to use an additional database. With the implementation of the new tool, all information necessary to track the caseload is now housed in CM/ECF, eliminating the need for a second database. The new functionality not only tracks cases, but also provides search features to identify work to be accomplished and captures statistical information which resulted in reduced data entry and greater efficiency. The Department is very pleased with the features of the new tool and now use it exclusively.

PAGEID

Since CiteLink was implemented, our CM/ECF Administrator has continued to work with its developer to modify the software so it also provides hyperlinks for PageID references. In early 2016, PageID references began working as active links. This feature coordinated well with the implementation of Administrative Orders 16-MS-017, regarding reference to the Court record by PageID, and 16-MS-018, regarding reference to the Court record by PageID in Social Security actions. Our CM/ECF Administrator continues to work with the developer of CiteLink to advance this information to other District Courts. An intranet page was set up to provide installation instructions and details regarding PageID cite form. The Next Generation of CM/ECF (NextGen) will feature CiteLink and the PageID cite form.

An article regarding CiteLink and PageID, entitled *Courts' Collaboration Results in Enhancement to New NextGen Feature*, was published in the July issue of *Court Connections*, a monthly newsletter distributed by the Administrative Office. The article shared our Court's experience with CiteLink as an early adopter, how Kelly Van Dyke, CM/ECF Administrator, worked with the developer to add the PageID feature, and publicly thanked Ken Russo of the Fifth Circuit Court of Appeals, the developer, for his efforts on behalf of our Court.

HABEAS CASE TRACKING REPORT

Our CM/ECF Administrator worked with our IT Department to develop a report for tracking habeas cases. Working within CM/ECF, the report pulls information specific to pending habeas cases, highlighting milestone filings such as the date the case was filed/reopened, amended petitions, orders to answer, answers and responses thereto, motions to dismiss, and reports and recommendations issued. The report provides hyperlinks to the docket and the filings for quick navigation. The new report eliminates the need for data entry and maintenance of the separate databases previously used by magistrate chambers. Feedback from Magistrate Judges and law clerks regarding the report has been positive.

JURY



ELECTRONIC RESPONSE TO QUESTIONNAIRES

In an effort to reduce costs in 2016, the Court began asking that jurors respond to qualification questionnaires electronically via eJuror. This new process allowed for a reduction of papers being mailed while also capturing more thorough data, as an answer to every question is required when responding electronically. In 2016, 72.62% of all jurors responded electronically. Jurors who are unable to respond using this method are able to request a paper form; 12.91% of jurors utilized this option.

PETIT JURY STATISTICS

	2016
Trials Scheduled	22
Selected	209 (32.2%)
Challenged and Excused	188 (29.06%)
Not Selected or Challenged	250 (38.64%)
Total Jurors Reporting for Service	647

GRAND JURY STATISTICS

2016

- 1,342 jurors reporting
- 348 hours in session
- 68 days in session

SPACE & FACILITIES

SPACE REDUCTION

The Judicial Conference space reduction mandate continued as a focus in 2016. By the end of FY 2018, the Western District of Michigan's combined court units (District Court, Bankruptcy Court, and Probation and Pretrial Services) are to reduce their footprint by a total of 8,016 usable square feet (u.s.f.). Through 2016, the District had reduced approximately 3,238¹ u.s.f. During 2016, the Bankruptcy Court lease was renegotiated resulting in a higher than expected space reduction of 7,181 u.s.f. of space. As a result, the Western District of Michigan has exceeded the established goal by approximately 2,400 u.s.f. This does not take into account any potential release of space following an ongoing project in Marquette that may yield additional reductions.

¹Approximately 3,500 u.s.f. of reduction was reported in 2015. The General Services Administration deemed 175 u.s.f. of District Court space unmarketable at the time of release. This amount remains on the Court inventory and has been removed from the total credit.

MARQUETTE FACILITY

A primary focus of the U. S. District Court in 2016 was to begin to formally address space and security issues at our facility in Marquette. A combined effort between the U. S. District Court, Sixth Circuit Court of Appeals, U. S. Marshal Service, and the General Services Administration resulted in obtaining funding to proceed with construction of a secure judicial elevator and an extensive redesign of second and third floor offices and judicial chambers. Additional space reduction is expected from this project.



PERSONNEL

The Court ended 2016 with 71 employees (68 full-time and 3 part-time). These employees provided support to four District Judges, one Senior Judge, four Magistrate Judges, and the Clerk of Court.

STAFFING

The Clerk's Office experienced significant turnover in 2016 due to a number of retirements and separations. The year began with a change in leadership with the appointment of Thomas L. Dorwin as Clerk of Court on January 11, 2016. Tom returned home to Michigan after serving as the Director of Administration and Management for the Fraud Section of the Criminal Division at the Department of Justice in Washington, D.C. Prior to that, he served as General Counsel to the Sault Ste. Marie Tribe of Chippewa Indians and had a distinguished military career as a U.S. Navy JAG Corps Officer. The dedication and hard work of the Clerk's Office was demonstrated by their efforts to work through this important transition while keeping court operations running seamlessly.

VOLUNTEERS/INTERNS

The court is open to qualified individuals seeking internships as part of their educational program and/or to work with the Clerk's Office or chambers on a volunteer basis. During the year, several law students served as interns in judges' chambers. The Clerk's Office also experienced the benefit of volunteers throughout the year. Once again, the court was able to benefit from qualified individuals providing important assistance and contributions.

Did You Know...

Solomon L. Withey was the first judge to sit on the bench for the Western District of Michigan. Withey, a Grand Rapids lawyer, was nominated on March 12, 1863 by President Abraham Lincoln during the midst of the Civil War. Judge Withey served as the only district judge in the Western District during the 23 years he sat on the bench. His portrait hangs in the Gerald R. Ford Federal Building in the courtroom of Judge Robert Holmes Bell.



Solomon L. Withey

FINANCE & PROCUREMENT

The Finance and Procurement Unit supports the administrative functions of the Court in Fund Management and Control, Accounts Payable, Accounts Receivable, Internal Controls and Accounting Procedures, and Procurement and Inventory Management.

FUND MANAGEMENT AND CONTROL

With oversight from the Clerk, Chief Probation Officer and Chief Judge, the Finance Unit is charged with administering the district's budget on a daily 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 our spending plan, do not exceed our authorized amount, and follow applicable guidelines, rules and regulations.

ACCOUNTS PAYABLE

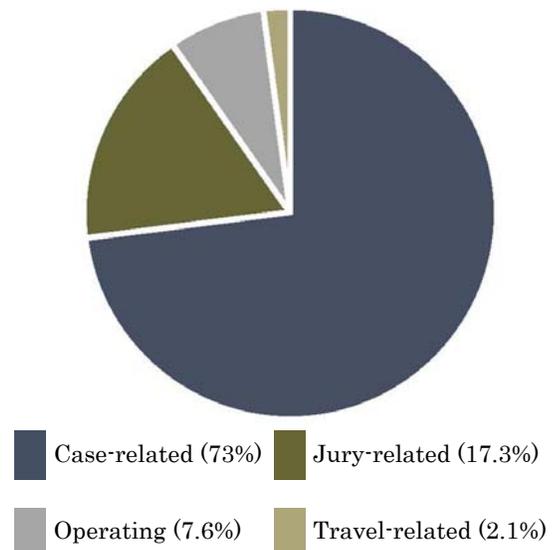
Although the largest volume of disbursements are done for District Court, the Finance Unit also processes disbursements for Bankruptcy Court, Probation & Pretrial Services, and the Federal Public Defender.

The table to the right shows a summary of disbursements for calendar year 2016. When compared to the previous calendar year, total disbursements increased from 10,251 to 11,605.

Entity	% of disbursement workload	2016	2015
District Court	82.9%	9,626	8,049
Bankruptcy Court	5.9%	682	663
Probation	7.7%	898	1053
Federal Public Defender	3.4%	399	486
Total		11,605	10,251

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

- Case-Related: payments to restitution victims in criminal cases; refunds to correctional facilities as a result of overpayment of Prison Litigation Reform Act (PLRA)-related civil or appeal case filing fees by inmates in state or federal custody; other financial activities
- Jury-Related: payments to all grand and petit jurors
- Operating Expenses: payments involving routine court business (i.e. equipment maintenance, telephone services, offices supplies, etc.)
- Travel-Related: payments to chambers and Clerk's Office staff involving travel



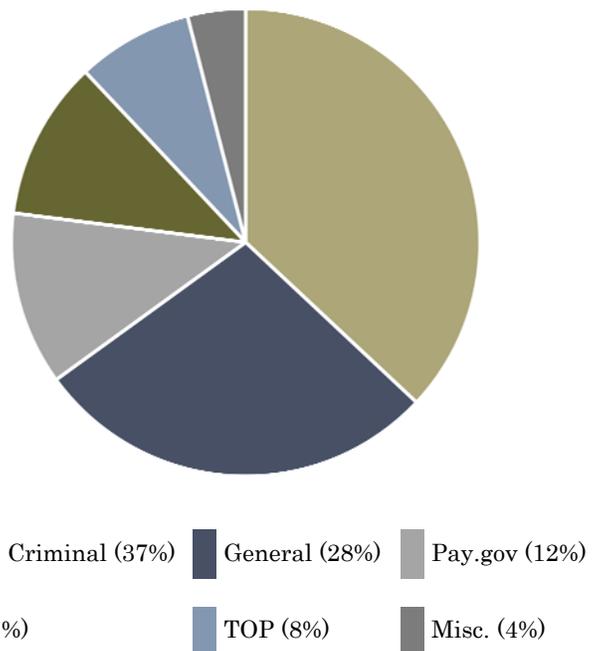
ACCOUNTS RECEIVABLE

The Finance Unit processes collections for all court units, except 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; typically received through the mail, over the counter, or over the telephone via credit card. Other case-related transactions are processed using a number of Treasury-directed initiatives and continue to be the highest number of receivable activity. In 2016, receivable activity increased from 2015 by approximately 0.79%.

Collection Type	2016	2015	2014
General	5,808	5,936	5,706
Case-Related	14,652	14,362	13,197
Total	20,460	20,298	18,903

Within the District Court, collections are divided into seven categories:

- General: statutory collections (i.e. filing fees)
- Case-related (criminal): fines and restitution received via mail/over the counter
- Case-related (BOP): fines and restitution received via the Bureau of Prisons
- Case-related (PLRA): Prisoner Litigation Reform Act collections
- Case-related (TOP): fines and restitution received via Treasury Offset Program
- Case-related (pay.gov): fines and restitution received via pay.gov
- Case-related (misc.): miscellaneous collections (i.e. attorney admissions)



INTERNAL CONTROLS AND ACCOUNTING PROCEDURES

The Administrative Office of the U.S. Courts (AO) carries out cyclical audits in order to ensure the integrity of District Court financial information and internal controls. District Courts are required to conduct annual internal evaluations in addition to the cyclical audit. The first review in 2016, known as the “New Clerk’s Audit,” was done to ensure accurate financial records were turned over to the new Clerk of Court as the responsible official. That review resulted in minor suggestions for improvement which have since been implemented into current processes and procedures. The second review, which focused on the annual internal audit requirements, has not yet been returned to the Clerk. Once received, any suggested improvements will be reviewed and implemented, if necessary. Reviewing and strengthening the Court’s internal financial controls is an ongoing priority.

PROCUREMENT AND INVENTORY MANAGEMENT

Procurement staff are responsible for daily purchases for all offices of the District Court and Probation and Pretrial Services. This includes the purchase of office supplies, equipment, furniture, and equipment maintenance. Purchases fluctuate from year-to-year based on funding availability and need. During 2016, staff processed 407 purchase orders, an increase from the prior years’ total of 403.



INFORMATION TECHNOLOGY

The IT Department provides support to the District Court and works closely with Probation and Bankruptcy. They provide services consistent with focus areas identified by the IT Steering Committee, specifically in infrastructure, network security and customer service. In September of 2016, the Court hired Jim Williams as Director of IT. The Director's primary focus is oversight and strategic planning for the IT Department, managing critical project deployments, working with the IT Steering Committee on a strategic direction for new technology, identifying and orchestrating the creation of IT documentation for systems/processes, and ensuring technical training for IT staff and end users.

INFRASTRUCTURE

- Local and wide area networks are the center of the technology infrastructure in the District and security of these systems is critical.
- Various hardware upgrades were accomplished throughout the year to ensure all staff had needed tools. Enterprise applications, which support electronic communication, case management, electronic filing and other functions, were also upgraded throughout the year.
- The Judiciary recognized significant time and cost savings through the use of video teleconferencing and has implemented a national system. The Court continues to use video teleconferencing on a regular basis 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.
- Court staff continue to be more mobile with increased ability to work remotely. The use of phones and tablets increased in 2016, providing judges and other staff with increased connectivity to Court systems whether inside or away from the courthouse.

TECHNOLOGY UPGRADES

- In 2015, a plan was approved to transition the district from locally owned/managed telephone systems to the Judiciary's national telephone system. The national system utilizes the existing Judiciary Data Communications Network for voice communications, eliminating the time and expense related to managing local systems. In 2016, the IT team completed this project and the Court now utilizes the National system for phones and faxing.
- In October, the IT team worked with the Administrative Office (AO) to implement WAN Diversity for the divisional offices providing a secondary network connection for redundancy and reliability. In coordination with the AO, IT teams of the Sixth Circuit Court of Appeals, Bankruptcy Court and Probation, the IT team increased the bandwidth connection in Lansing.
- The IT team maintained and enhanced existing technology in courtrooms throughout the year.

CUSTOMER SERVICE

- In 2016, IT responded to 1,839 HelpDesk requests submitted by staff. Day-to-day IT support remains one of the primary functions of the IT team. The HelpDesk enhances service by providing a consistent way to submit requests while allowing IT staff to acknowledge, assign and respond to requests.
- IT implemented an On-Boarding Checklist to improve the tracking and completion of IT tasks related to staff joining the Court. This includes new user account creation, file, email and application access, and hardware provisioning.



TRAINING HIGHLIGHTS

LEADERSHIP DEVELOPMENT PROGRAM

Five employees from the District Court and five from the Probation and Pretrial Services Office took advantage of a year-long internal leadership development program. The program provided an opportunity for individual growth and development, and emphasized leadership styles and principles. Course work involved analysis, research, writing and presentation components. Participants attended monthly discussion and training sessions, read assigned books and articles, and completed online courses, presentations, and a job-shadowing assignment.

CODE OF CONDUCT

The Code of Conduct for Judicial Employees includes ethical cannons that apply to employees and provides guidance on official duties as well as outside activities. Court staff, with Probation and Pretrial Services, participated in the Federal Judicial Center’s Code of Conduct training in 2016. The program is designed to assist employees to handle a range of ethical issues, and consisted of two segments that focused on a review of the Code of Conduct and discussion of ethical situations.

MICROSOFT WORD

Throughout the summer months, court staff participated in a series of three short training sessions focusing on Microsoft Word. The trainings were designed to provide a good introduction to the program, as the Court has primarily used WordPerfect as its word processing software. Staff will receive support for more in-depth topics through additional training sessions.

SECURITY AWARENESS

Understanding that security awareness is essential for all staff, the Court held an IT Security Awareness Refresher for employees. The refresher focused on best practices for a variety of security topics and educated users on how to identify and avoid threats.

LAW CLERK ORIENTATION

The Court conducted the annual Law Clerk Orientation in Grand Rapids for new term law clerks and interns again in 2016. During this half-day session, new law clerks received presentations on court technology, the library, ethics, personnel, and the role of the pro se law clerks.

LEADERCAST

A small group of employees from the Clerk’s Office attended Leadercast 2016, a one-day leadership simulcast event hosted at Calvin College in early May. This session was titled “Architects of Tomorrow” and explored what it means to be a visionary leader.

SERVICE TO THE *Judiciary & Community*

JUDICIAL SERVICE

Judge Paul L. Maloney concluded his three-year term on the Judicial Conference as the Sixth Circuit's District Judge Representative as of October 1, 2016. Judge Maloney's circuit council committee work included the Judicial Investigation Committee. Judge Maloney remains an Ex Officio Member of the Western District of Michigan Historical Society.

LEAVE SHARE PROGRAM

In an effort to reduce the number of staff that must utilize leave without pay, with the potential for financial hardship, the Leave Share Program allows court employees to donate annual leave to court staff nationwide who are either experiencing a medical emergency or providing extended care to a family member with a serious health condition. In 2016, the generosity of Clerk's Office and chamber's staff was demonstrated through the donation of approximately two weeks of annual leave to several recipients from courts around the country.

HOLIDAY GIVING

In December, many employees came together to provide gifts for families in need identified through D.A. Blodgett St. John's Christmas Match Program in Grand Rapids and the Salvation Army Adopt-a-Family Christmas Program in Marquette. Donations included winter gear, clothing, grocery and fuel gift cards, laundry and cleaning supplies, toys, and other necessary household items. Staff members enjoy helping to create memorable holidays for others in our communities.



COMBINED FEDERAL CAMPAIGN

The Combined Federal Campaign (CFC) is the world's largest and most successful annual workplace charity campaign. In the fall of 2016, the Marquette and Grand Rapids Clerk's Offices collectively raised over \$12,000 to benefit various local, national and international agencies.

COURT HIGHLIGHTS

JUDGE R. ALLAN EDGAR TAKES INACTIVE STATUS

A significant milestone for the Court was the retirement of the Honorable R. Allan Edgar. With roots in the Upper Peninsula, Judge Edgar began serving as a “visiting judge” in the Northern Division in 1986. After Judge Edgar took senior status in 2005 he began to spend more time in Michigan and was added to the judge draw. He spent winters in Chattanooga, Tennessee, where he also had a docket, but began to work exclusively in the Northern Division in 2011 where he would hold court as least one week a month during the summer months. Judge Edgar worked remotely from Florida January through April. He kept this schedule until June 30, 2016 when he took inactive status. Judge Edgar’s service was celebrated in a ceremony in Marquette where his portrait was unveiled.



MAGISTRATE JUDGE PORTRAIT HANGING

On October 17, 2016 the portraits of Magistrate Judges Stephen W. Karr, Hugh W. Brenneman, Jr., Doyle A. Rowland and Joseph G. Scoville were unveiled in a gathering in Grand Rapids hosted by the Court community to honor their collective service to our Court. Many notable speakers shared memories and remarks including Carol J. Karr, Hon. Hugh W. Brenneman, Jr., Robert A. Callahan and Hon. Joseph G. Scoville. The ceremony was held on the anniversary of the passage of the Federal Magistrates Act of 1968 which created the present Magistrate Judge system.



REAPPOINTMENT OF MAGISTRATE JUDGE ELLEN S. CARMODY

In June, the Judges of the Western District approved the reappointment of Magistrate Judge Ellen S. Carmody to commence a new eight-year term. A Merit Selection Panel of citizens unaffiliated with the Court unanimously recommended her reappointment. Magistrate Judge Carmody was honored in a ceremony in Grand Rapids on October 17, 2017 during which the Honorable Janet T. Neff shared memories and remarks. Magistrate Judge Carmody has served the Court since October 10, 2000.



“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. The 35th annual Hillman Program was held at the Gerald R. Ford Federal Building on January 20 through January 22, 2016.

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. In addition, 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. Fifty-six lawyers participated in the Program during 2016.

Several years ago, the Program began a tradition of presenting a Hillman Award to a person who has demonstrated a long-term commitment to the Program and contributed in significant ways to its 35 years of success. The Program honored the Hon. Joseph G. Scoville with the Award in January 2016.



SPECIAL RECOGNITION

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

APPOINTMENTS

JODY BARKLEY
Generalist Clerk

THOMAS L. DORWIN
Clerk of Court

CHRISTA LANGOHR WENNERS
Case Administrator

JOHN STUIVE
Pro Se Law Clerk

JIM WILLIAMS
IT Director

RETIREMENTS

PAM CHANT
27 years

BARBARA DOWDLE
26 years

CINDY IDEMA
28 years

MELVA LUDGE
30 years

5 YEARS

MICHELE CARLSON

15 YEARS

KIM FOSTER
MICHELLE RUSH
BILL SIMAZ

20 YEARS

MICHELLE BENHAM
CATHY HALVERSON
CAROLE POGGI

25 YEARS

ED VAN PORTFLIET
MELANIE VUGTEVEEN

30 YEARS

KIM BRIGGS
MELVA LUDGE
KELLY VAN DYKE

35 YEARS

YVONNE CARPENTER

