BRADLEY S. KNOLL CHIEF JUDGE

JUANITA F. BOCANEGRA

JUDY K. MULDER

CRAIG E. BUNCE



LORI J. CATALINO, J.D. DISTRICT COURT ADMINISTRATOR

85 WEST EIGHTH STREET HOLLAND, MICHIGAN 49423 PHONE: 616-392-6991 FAX: 616-392-5013

## **Administrative Order 2024-03**

Previous Local Administrative Order Rescinded by this Order: N/A

## Court Closure Due to Staff Training and Professional Development

## IT IS ORDERED:

This administrative order is issued in accordance with MCR 8.110(C). The purpose of this order is to close all three locations of the 58<sup>th</sup> District Court to the public on **Friday**, **October 25**, **2024 from 8:00 am to 5:00 pm** in order to conduct our biannual all staff meeting and provide professional staff development upon approval by the State Court Administrative Office.

A 58<sup>th</sup> District Court Judge and/or 58<sup>th</sup> District Court Magistrate will be available for all in-custody bond determinations and for emergency hearings and other emergency matters while the Court's business offices are closed to the public. The staff meeting and training will take place in Jenison which is located within fifteen miles of the Ottawa County Jail. In the event an emergency hearing is required, the 58<sup>th</sup> District Court Judges will have access to the Hudsonville courtroom if needed which is only five miles away from where the meeting is taking place. Moreover, all of the 20<sup>th</sup> Circuit Court Judges are cross assigned to handle District Court matters as well. Additionally, 58<sup>th</sup> District Court probation staff will flex their work schedules to appropriately accommodate for any required bond screens or testing. Finally, the 58<sup>th</sup> District Court Administrator and Chief Judge will be emergency contacts for any emergency matters that arise.

Notice of the court's closure and how emergency matters and filings shall be accomplished during the closing will be given to the court's funding unit and other affected agencies and officials. A notice to the public shall be accomplished by posting signs at all of the Ottawa County courthouses, sent out as a press release, posted to the County's social media pages and posted on Ottawa County's and 58th District Court's websites.

Effective upon approval by the State Court Administrative Office.

Dated: 7/18/24

Hon. Bradley S. Knolk

Chief Judge for the 58th District Court