



STATE OF MICHIGAN

THIRTY-NINTH JUDICIAL CIRCUIT

**Anna Marie Anzalone - Chief Judge
Adrian, Michigan**

**Rex B Martin Judicial Building
425 North Main Street
Adrian, Michigan 49221**

**Circuit Judges
Anna Marie Anzalone
Michael R. Olsaver**

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF LENAWE

**FAMILY COURT PLAN
FOR THE 39TH CIRCUIT COURT
AND THE LENAWE COUNTY PROBATE COURT**

Circuit Court Administrative Order 2025-05J
Probate Court Administrative Order 2025-02J

Rescinds Circuit Court Joint Local Administrative Order 2017-02J
Rescinds Probate Court Joint Local Administrative Order 2017-01J

FAMILY DIVISION ESTABLISHMENT

I. INTRODUCTION

- A. Authority. Pursuant to MCL 600.1011, as amended by 2002 PA 682, each judicial circuit is required to establish a family court plan (FCP or "the Plan"). Supreme Court Administrative Order 2003-2 requires the family court plan to be submitted for approval to the State Court Administrative Office (SCAO) for filing in accordance with the statute and guidelines provided by the SCAO. The chief circuit judge and the chief probate judge shall enter into an agreement establishing how the family division will be operated in the circuit and how the services will be coordinated. The chief judge of the circuit court has the authority to determine the duration of a judge's service pursuant to the family court plan in furtherance of this goal.
- B. Goals. The goal(s) of this FCP are described below. This plan has been designed to ensure and maximize the efficient operation of the Family Division of the Circuit Court in Lenawee County, while addressing the legislative intent of consolidating family members' cases for the benefit of litigants and maintaining the mission of the Judiciary of the State of Michigan to provide fair, effective, and responsive forums for the resolution of civil and criminal matters. This plan has also been designed to ensure that a Judge's service in the family court is

consistent with the requirement to develop judicial expertise in family law.

- C. Operation. This FCP supersedes prior plans that have been approved for the operation of the family division. This Plan will be reviewed and revised as necessary including when family division judicial assignments change, and at least every 2 years, by the chief circuit and chief probate judges to ensure that the Plan meets the statutory requirements and complies with the Family Court Plan Requirements and Guidelines provided by the SCAO. In the event that the identity of one or more family division judges changes, this order will be updated with an addendum identifying all serving family division judicial officers in full replacement of Section II.A.1.

II. ADMINISTRATION

This Section shall include:

A. JUDICIAL RESOURCES / SERVICE

1. Family Division Judges. All judges assigned to the family division have expressed an interest in overseeing family law cases through the end of their term.

Addendum A lists all probate judges serving in the family division pursuant to the plan. Any and all changes will be made by amending said addendum.

Addendum B lists all circuit judges serving in the family division pursuant to the plan. Any and all changes will be made by amending said addendum.

2. Judicial Expertise. Each judge listed above may attend New Judge Orientation as well as continued training consistent with MCJE rules, and is encouraged to attend training that informs the position and current skillset. Training opportunities are provided by the Michigan Judicial Institute (MJi), under MCL 600.1019.

3. Judicial Service. The Family Division shall be divided into two sections:

A. The Domestic Relations Section consists of all of the following: cases designated with a case code type defined by MCR 8.117(A) as “Family Division – Domestic Relations” and “Family Division Miscellaneous Proceedings.”

- i. The Office of the Friend of the Court is a part of the Domestic Relations Section.
- ii. The Circuit Court Judges identified in Addendum B shall

equally share Domestic Relations Section assignments, except for disqualifications or reassignments under the “one family-one judge” policy described below.

B. The Juvenile Section consists of all of the following: cases designated with a case code type defined by MCR 8.117(A) as “Family Division – Proceedings under Juvenile Code,” “Family Division – Proceedings under the Adoption Code,” “Family Division – Miscellaneous Proceedings,” and “Family Division – Ancillary Proceedings.”

i. The Probate Judge identified in Addendum A shall be assigned 100% of the Juvenile Section cases, except for disqualifications or reassignments under the “one family-one judge” policy described below.

B. ASSIGNMENT OF CASES

Cases involving members of the same family (aka “one family-one judge”) is defined as “When 2 or more matters within the same jurisdiction of the family division of circuit court involving members of the same family are pending in the same judicial circuit, those matters, whenever practicable, shall be assigned to the judge to whom the first case was assigned.” [MCL 600.1023] The term “whenever practicable” is not defined in statute but generally means to the greatest extent possible to further the goals of the family court plan described in section I(B).

1. Case Assignment. Cases are assigned randomly at the time of case filing, as provided for under MCR 8.111 or as otherwise provided in accordance with 8.112(B), except for those cases identified to be those of a family member within the jurisdiction of the family court, based upon the percentage assignments for the judicial officers identified in Section II.A.3. Additionally, ex parte requests for Extreme Risk Protection Orders will be assigned as identified in the Extreme Risk Protection Order Judicial Availability Plan, as may be amended from time to time.

2. Definitions.

For purposes of this FCP, the term “family” means: a group of persons united by birth, marriage, or adoption.

For purposes of this FCP, the term “family member” means: a party sharing a common child, spouse, or parent with another party.

For purposes of this FCP, the term “pending” means: pre-judgment or active post-judgment including post-judgment collection of child support within the three months preceding the filing of the new action.

3. One Family-One Judge. To the extent practicable, all matters within the jurisdiction of the Family Division will be assigned to the same judge to further the concept of “one family-one judge.” When a matter within the jurisdiction of the Family Division is filed, and a matter involving the same family is pending in the Family Division, the new case will be assigned to the judge assigned to the pending matter.
4. Prior Matters. When cases or motions are filed, the clerk’s office shall review the case inventory and court records to see if the family, as defined herein, has a prior pending matter, as defined herein.
5. Case Types. The primary case types of the family division are AB, AC, AD, AF, AG, AM, AN, AO, AU, AY, DC, DJ, DL, DM, DO, DP, DS, DZ, EE, EJ, EM, EP, ER, EV, EZ, FH (only felony, non-payment of child support), ID, JA, JG, NA, NB, PH, PJ, PP, PW, TL, UE, UF, UI, UM, UN, VF, and VP. The ancillary case types are CA, CY, DD, GA, GL, GM, JA, LG, MI, NC, and PO.
6. Concurrent Cases. A. If a new Family Division case is filed while another Family Division case is pending and either action includes a pending Juvenile Section case or a pending minor guardianship case involving the same child, all active cases shall be reassigned to the Probate/Juvenile Section Judge.

B. If a new adoption case is filed for a child for whom there is an active abuse or neglect matter, the adoption file shall be assigned to the judge assigned to the abuse or neglect matter.

C. If a personal protection order case is filed involving the same parties who have a pending Family Division case, the personal protection order case shall be assigned to the judge assigned to the existing pending matter.

D. When reassignment of a pending matter is required due to the filing of a new action, the clerk receiving the new action shall notify the family law clerk who will prepare an order for reassignment to be signed by the judge then-assigned to the file being reassigned.

C. REASSIGNMENT OF CASES

1. Disqualifications. Disqualifications will first be handled as described under MCR 8.111(C)(1). Cases must be reassigned first with the court’s family division, then within the remaining bench, and finally by SCAO assignment.
2. Transfer. When a judge’s service in the family division ends, pending cases will be resolved by that judge or assigned to that judge’s successor.

3. Dispute. Any dispute on proper reassignment shall be resolved by the chief judge and/or the presiding family division judge, should one be appointed.

D. STAFFING AND FACILITIES

1. Administrative Structure. A family division organizational chart is included as Appendix A.

The Chief Judge of the Circuit Court has supervisory authority over the administration of the family division of the Circuit Court. The Chief Judge of the Circuit Court has the authority and flexibility to determine the duration of a judge's service in the family division.

The family division of the Circuit Court shall consist of the Circuit Court and the Probate Court, as described above.

Each judge shall have exclusive direction and control of their judicial assistant, court recorder, and bailiff.

Probate judges serving pursuant to the plan have the same power and authority as circuit judges in family division matters within this county/circuit in addition to powers and authority of a judge of probate court.

The Friend of the Court shall provide assistance and services to and for the family division. The Friend of the Court and personnel thereof are under the jurisdiction, control, and supervision of the Chief Judge of the Circuit Court.

Attorney referees may be assigned to either section or both sections of the family division, pursuant to that referee's specific assignment and local administrative order.

2. Remote Proceedings. Family division proceedings will be conducted via videoconferencing to the greatest extent possible. All judges will comply with the requirements of MCR 2.408.
3. Facilities. Currently the offices of the Circuit Court are on the third floor of the judicial building and the offices of the Probate Court are on the second floor of the judicial building. Due to financial and space limitations, these offices will remain unchanged. This results in family court matters being held on two floors of the same building and does not create an unreasonable inconvenience to those involved in family division proceedings.

Lenawee County has a juvenile detention and open unit treatment facility called Maurice Spear Campus. Maurice Spear Campus shall be operated under the direction of the Lenawee County Board of Commissioners.

A. RECORDS MANAGEMENT

1. Clerks of the Court. The Lenawee County Clerk is designated as the Clerk of the Court for the Family Division. The Lenawee County probate clerk shall maintain every record created by or filed with the probate court.
2. Plan Development. The County Clerk has been afforded the opportunity to participate in the development of plans for management of court records.
3. Filing. Filings in matters under the Domestic Relations Section of the Family Division shall be completed in the office of the County Clerk located on the third floor of the Rex B Martin Judicial Building, 425 North Main Street, Adrian, MI 49221.

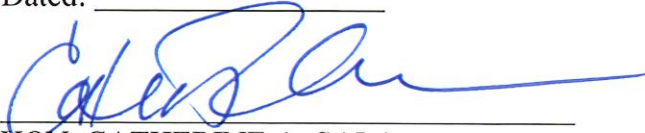
Filings in matters under the Juvenile Section of the Family Division shall be completed on the second floor of the Rex B Martin Judicial Building, 425 North Main Street, Adrian, MI 49221 in the Juvenile Clerk's Office.

Filings in ancillary matters shall be completed on the second floor of the Rex B Martin Judicial Building, 425 North Main Street, Adrian, MI 49221 in the office of the Probate Register.

4. Access Point. The central access point of the Family Division of the Lenawee County Circuit Court is the office of the Lenawee County Clerk located on the third floor of the Rex B Martin Judicial Building, 425 North Main Street, Adrian, Michigan 49221. This central access point is designated to provide the public and bar association with information regarding access to the family division and court related activities
 - a) Technological Access. All judicial officers and court staff shall have appropriate electronic case management access for the family division section(s) they serve.
 - b) Public Access. This FCP is posted on the court's website and is otherwise publicly available upon request.



HON. ANNA MARIE ANZALONE
Chief Judge, Circuit Court and Probate Court
Dated: _____



HON. CATHERINE A. SALA
Probate Court Judge
Dated: 5/21/25



HON. MICHAEL R. OLSAVER
Circuit Court Chief Judge
Dated: 5/29/25

ADDENDUM A

The following are all of the Probate judges serving in the family division of the Circuit Court pursuant to the Lenawee County Family Court Plan.

1. Hon. Catherine A. Sala

Current Term – January 1, 2025 through December 31, 2030

First began serving in Family Division January 1, 2019

ADDENDUM B

The following are all of the Circuit Court judges serving in the family division of the Circuit Court pursuant to the Lenawee County Family Court Plan.

1. Hon. Anna Marie Anzalone

Current Term – January 1, 2025 through December 31, 2030

First began serving in Family Division on May 21, 2014

2. Hon. Michael R. Olsaver

Current Term – January 1, 2020 through December 31, 2026

First began serving in Family Division on April 1, 2019

ORGANIZATIONAL CHART

39TH CIRCUIT COURT LENAWEE COUNTY

