STATE OF MICHIGAN
COUNTY OF MARQUETTE

25TH CIRCUIT COURT
MARQUETTE COUNTY PROBATE COURT

FAMILY COURT PLAN

C25 Administrative Order 2025-03J (Rescinds 2023-05J)
P52 Administrative Order 2025-03J (Rescinds 2023-04J)

FAMILY DIVISION ESTABLISHMENT

I. INTRODUCTION

The 25th Circuit court of Marquette has two Circuit Judges. The county is also served by one Probate Judge.

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. This court has a multi-judge family division and the chief judge has selected a presiding judge to serve in that capacity. See Appendix I for further detail.

B. Goals. The goal(s) of this FCP are as follows:

1. Developing subject matter expertise for Judges and staff.
2. Promoting consistency and predictability for families.
3. Improving efficiency and timeliness.

The specific goals of this plan are to concentrate all Family Division cases involving minor children with two judges. The attached Appendix I provides the names of the Judges in this Family Division. The attached Appendix II - Marquette County Organization Chart is incorporated as part of this plan. These appendixes may be modified from time to time as needed.

This plan divides the Circuit and Probate dockets so that the Circuit Judges and Probate Judge will hear Circuit Court Family Division cases in addition to their non-Family Division cases within each court's statutory and constitutional jurisdiction. The Chief Circuit/Probate Court Judge can also appoint one or more attorney referees as needed.

This structure supports the "one family – one judge" model as outlined in MCL 600.1023 by concentrating jurisdiction over family-related matters with the same judge(s) whenever practicable. By assigning all family-related cases involving minor children to a designated judge and maintaining a consistent case tracking and alignment process, the court is positioned to ensure a unified judicial approach for families appearing in multiple matters before the court.

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. The FCP will be periodically reviewed and revised as necessary by the Chief Judge. The review process shall include an analysis of judicial resources, care management, and any administrative changes that are necessary.

II. ADMINISTRATION

A. JUDICAL 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.

   Hon. Cheryl L. Hill, Marquette County Court and Chief Circuit/Probate Court Judge, current term. Judge Hill began serving the Probate Court and Circuit Court under the Family Plan (one Family one court) on 1-1-2013. She agreed to continue serving in the Family Division until the conclusion of her term 12-31-2030 or until the plan is revised.

   Hon. Matthew J. Wiese, Marquette County Circuit Court Judge, current term 1-1-2025 to 12-31-2031. Judge Wiese began serving in the family court on 11-27-2023, immediately after taking the bench. He agreed to continue serving in the Family Division until the conclusion of his term (1-1-2031) or until the plan is revised.

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. And The Institute of Continuing Legal Education.

3. Judges assigned to the Family Division do not exclusively preside over Family Division Court cases as Marquette County court does not have a sufficient case load to require a full-time Family Court Judge. Both the Circuit and the Probate Judge, while handling Family Court case will have other cases on their docket (see Appendix III)

For new case filing 100% of the cases filed in Appendix III will be assigned to the specific Judge.

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 pursuant to a separate local Admin order (Appendix III).

2. Definitions.

   For purposes of this FCP, the term "family" means: Related by law or biology to one parent or the same parents.

   For purposes of this FCP, the term "family member" means: Related by parent or the same parents.

   For purposes of this FCP, the term "pending" means: An open case, not a case that has been closed or on inactive status.

3. One Family-One Judge: The "one family – one judge" principle is implemented through both automated case assignment protocols and clerk review.

   Process for Alignment: When a new case or motion is filed, the clerk's office reviews court records to determine whether any related family member, as defined in Section I, has an existing matter pending before the Family Division. If so, the new case is assigned to the same judge handling the existing matter to ensure continuity and judicial consistency.

Criteria for Exception: In limited circumstances, the court may determine that it is not practicable to assign the matter to the same judge. These circumstances may include:

- Judicial disqualification;
- Judge's current docket constraints due to capacity, urgent conflicting matters or extended leave;

When such exceptions arise, the Chief Judge may authorize reassignment to an alternate judge.

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

Adoption cases (AB, AC, AD, AF, AG, AM, AN, AO, AU, AY)

Domestic Relations Cases (DC, DJ, DL, DM, DO, DP, DS, DZ, UE, UF, TL, UM, UN, UI)

Personal Protection Orders (PH, PJ, PP, and VP)

Probate and Family Division Cases (EE, EJ, EM, EP, ER, EV, EZ, FH (only felony, non-payment of child support), ID, JA, JG, NA, NB, PW) and

Victim Forfeiture proceedings (VF).

The ancillary case types that may be included in the Plan, if concurrent jurisdiction plans or other court configurations require it are Conservatorships, Guardianships, Mental Illness Proceedings, Protective Orders, and Name Change petitions (CA, CY, DD, GA, GL, GM, JA, LG, MI, NC, and PO).

6. Concurrent Cases. The cases are assigned per the Appendix A. The Family Division supports the "one family – one judge" requirement because the clerks will look to see if the family, as defined herein, has a prior matter pending and assign the case to the appointed Judge. Further, each Judge assigned to the Family Division, shall review all new filings to see if the case is appropriately before the Judge and if the Judge should have the matter reassigned to its other Family Division Judge if there is a prior matter pending.

C. REASSIGNMENT OF CASES

1. Disqualifications. Disqualifications will first be handled pursuant to the separate Local Admin ordering it possible as described. 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, the pending case assigned to the judge shall be resolved by that judge. The re-assignment of a caseload of a judge who entirely leaves its bench shall be determined pursuant to the separate local Admin order.

3. Dispute. Any dispute on proper reassignment shall be resolved by the chief judge.

D. STAFFING AND FACILITIES

1. Administrative Structure. A family division organizational chart is included as Appendix II. The director of Juvenile Services/Referee, Juvenile Probation Officers and Friend of the Court provide statutory required support services to the court so the court is operating efficiently with each judge serving in their area of expertise of the Family Division good.

2. Remote Proceedings. Michigan Court Rules 2.407 and 2.408 define when the Court may use video conferencing (i.e. Zoom remote hearings). Notice of Hearing providing technical instructions for remote participation is provided by the Court of the moving party. Unless otherwise directed by the Court, Zoom remote hearings are permitted for (a) Pretrial Conferences; (b) Testimonial Proofs for Hearings under MCR 3.210(A)(4)- such as Pro Confesso ("Pro Con") Hearings; (c) Status Conferences; (d) Scheduling Conferences; and (f) other motions where evidence is not presented.

3. However, pursuant to MCR 2.408(A)(2), unless otherwise allowed at the discretion of the Court, Zoom remote hearings are prohibited for the following hearings: (g) Dispositional Review Hearings; (h) Final Adoption Hearings; (i) Name Change Hearings; (j) Permanency Planning Hearings; (k) Bench Trials and Jury Trials; (l) De Novo Hearings in Domestic cases; (m) Initial Dispositional Hearings in Juvenile/Delinquency and Neglect cases; (n) Adjudication and Disposition Hearings in Juvenile proceedings; (o) Show Cause Hearings; (p) Juvenile Delinquency Hearings (except Juvenile Delinquency Show Cause Hearings where the juvenile is currently held in a detention center; (q) Personal Protection Order ("PPO") Hearings; and (r) All Motion hearings and other hearings where the testimony of witnesses or presentation of evidence may occur.

4. Facilities. All Family Division cases will be heard at the Marquette County Court House Complex and be identified clearly on all Notices of Hearing pleadings.

E. RECORDS MANAGEMENT

1. Clerks of the Court. The Marquette County Clerk is designated as the Clerk of the Court for the Family Division. The Marquette probate register 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. Any letter of concurrence or disagreement with the Plan authored by the County Clerk regarding management of court records shall be submitted to the SCAO with the submission of the Family Court Plan for approval.

3. Filing. All Domestic Relations cases shall be filed with the Marquette County Clerk of Court. This includes all DO, DC, DM, DP, DS, DZ, UD, UE, UF, UI, UM, UN, UT, UW.

   All ERPOs shall be filed with the Marquette County Clerk of Court. This includes all EE, EJ, EP, ER, EU, EZ.

   All PPOs shall be filed with the Marquette County Clerk of Court. This includes all PH, PP, UP.

   All filings in matters under the Juvenile section of the Family Division and all ancillary matters, shall be completed in the Probate Court Office located on the First Floor of the Annex of the Marquette County Courthouse.

4. Access Point. The Marquette County Clerk of Court is the central access point to provide the public with information regarding the family division for filing documents, record storage, and record access.

5. Internal Transfer. Not applicable

6. Technological Access. All Family Division Jurists will have access to the Cherry LAN System.

7. Public Access. This FCP is posted on the court's website and is otherwise publicly available upon request.

Dated: 7-14-21

Cheryl L. Hill, Chief Judge of the
Circuit and Probate Courts

25TH CIRCUIT COURT

FAMILY PLAN - APPENDIX 1

JUDGES SERVING IN THE FAMILY DIVISION OF THE 25TH CIRCUIT COURT:

Honorable Cheryl L. Hill. Marquette County Probate Court

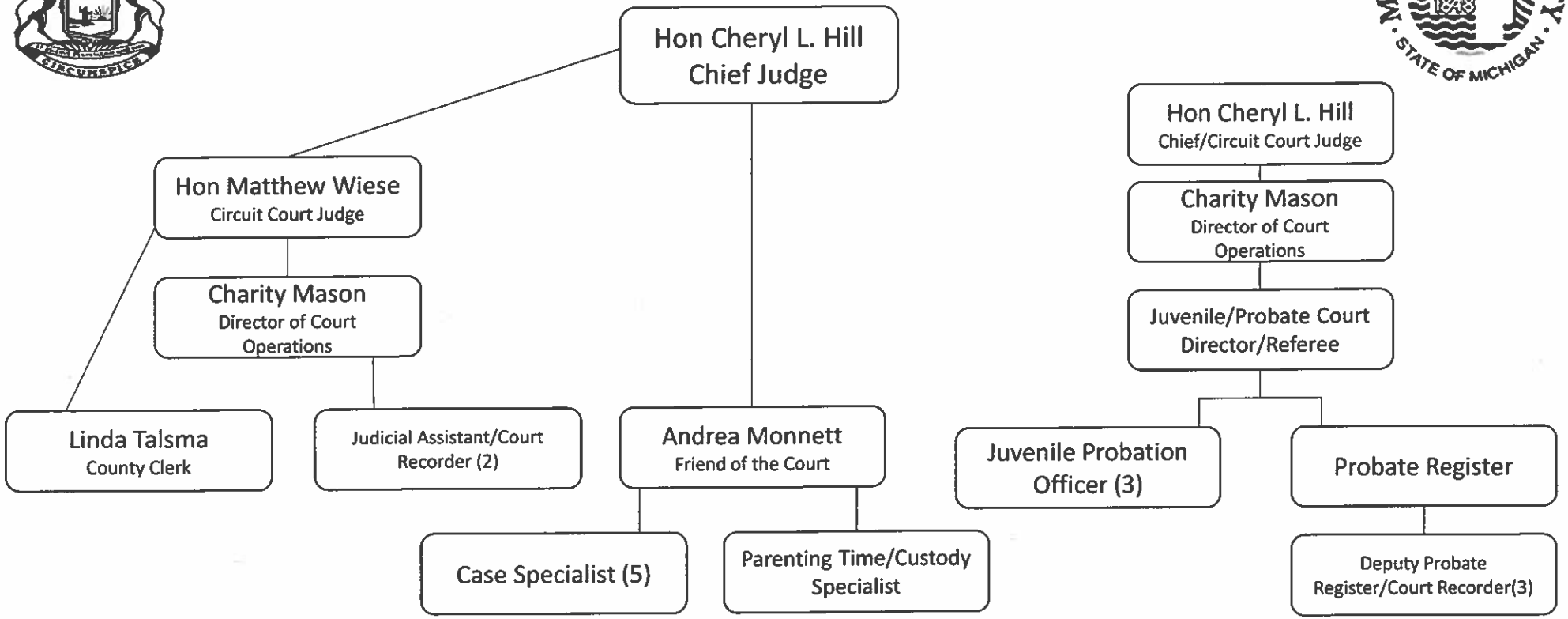
Honorable Matthew J. Wiese. 25 th Circuit Court

PRESIDING FAMILY DIVISION JUDGE:

Honorable Cheryl L. Hill. Marquette County Probate Court

6/16/2025

Marquette County Family Court Organizational Chart – Appendix II



MARQUETTE COUNTY COURTS CASE ASSIGNMENTS BY CASE TYPE – APPENDIX III

Circuit Court Judge Andrew Griffin Zoom ID: 456 744 5141	**Circuit Court Judge Matthew Wiese Zoom ID: 782 611 2796**	**Probate Court Judge Chief Circuit Judge Cheryl Hill Zoom ID: 708 881 1622**	**Chief District Court Judge Karl Weber Zoom ID: 878 674 7154**	**District Court Judge Roger Kangas Zoom ID: 590 984 8192**
Admin. Aide: Esther Houck 225-8217	**Admin. Aide: Jeri Muladore 225-8205**	**Admin Aide: Wendy Luokkala 225-8301**	**Judicial Assistant: Deb Reyst 225-8231**	**Judicial Assistant: Nikki Mankee 225-8246**
South Circuit Courtroom	**North Circuit Courtroom**	**Probate Courtroom**	**Commissioners Room**	**Main District Courtroom**
Circuit Criminal AX, FC, FH, FJ	Domestic Relations DC, DM, DO, DP, DS, DZ, UD, UE, UF, UI, UM, UN, UT, UW	Proceedings Under Juvenile Code DJ, DL, JG, NA, PJ, TL	District Court Criminal/Traffic/Extradition Half (50%) FY, FT, FD, SD, OD, EX, SM, OM, ST, OT	District Court Criminal/Traffic/Extradition Half (50%) FY, FT, FD, SD, OD, EX, SM, OM, ST, OT
Other Civil Matters CB, CC, CD, CE, CF, CH, CK, CL, CP, CR, CZ, PC, PD, PR, PS, PZ	Appeals & Writs AA, AE, AP, AR, AV, AH, AL, AS, AW	Proceedings Under Adoption Code AB, AC, AD, AF, AG, AM, AN, AO, AY,	District Court Civil Half (50%) GC, LT, GZ, SC, SP	District Court Civil Half (50%) GC, LT, GZ, SC, SP
Civil Damage Suits ND, NF, NH, NI, NM, NO, NP, NS, NZ,	ERPOs EE, EJ, EP, ER, EV, EZ	Miscellaneous Proceedings EM, ID, NB, NC, PW, VF	District Court Civil Infraction Half (50%) formal hearings on civil infractions	District Court Civil Infraction Half (50%) formal hearings on civil infractions
Family Division DJ (preliminary examinations)		Ancillary Proceedings MCR 8.117(A) or (C)		
		PPOs PH, PP, VP		
		Probate Court Cases - MCR 8.117(C)		

January 1, 2025