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State of Michigan

Local Administrative  
Order

Washtenaw County  
Trial Court

Washtenaw County Trial Court  
Security Policy

C22 2020-05J  
P81 2020-06J

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Effective Date: May 15, 2020

*This administrative order rescinds and replaces Washtenaw County Trial Court Local Administrative Order C22 2015-010J "DOWNTOWN COURTHOUSE SECURITY POLICY."*

### **WASHTENAW COUNTY TRIAL COURT SECURITY POLICY**

#### **IT IS ORDERED:**

As stated in AO2001-1, "The issue of courthouse safety is important not only to the judicial employees of this state, but also to all those who are summoned to Michigan courtrooms or who visit for professional or personal reasons." In accordance with Michigan Supreme Court Administrative Order 2001-1 "Security Policies for Court Policies" and MCR 8.110, the following security policy is hereby enacted for the Washtenaw County Courthouse located at 101 E. Huron, Ann Arbor Michigan:

- 1) During the operational hours of the court, unless authorized otherwise by the Chief Judge or designee, all visitors, as well as any contractors, must enter the building through the front doors on Huron Street and be processed through the security screening process. Other than prisoner transport staff and staff who primarily work in the downtown courthouse, everyone must successfully pass the security screening prior to being admitted into the courthouse.
- 2) The following individuals are entitled to reduced screening at the courthouse which involves the emptying of all items in pockets and providing all coats, personal items and bags to be passed through the metal detector but not having to remove items of clothing (including shoes) to pass through the security screening:
  - A. Full time employees of the Washtenaw County Public Defender's office with ID badges;
  - B. Full time employees of the Washtenaw County Prosecutor's office with ID badges; and
  - C. Attorneys carrying a security pre-check picture identification card from the Washtenaw County Sheriff's department.

Said individuals are entitled to reduced screening because they have successfully passed a full background check and have regular contact with the downtown courthouse.

- 3) Key card access authorization to the courthouse at 101 E. Huron must be issued by either the Courthouse Security Sergeant in charge and/or the Trial Court Administrator. In the event that Facilities Management staff, contractors or subcontractors require access not provided for in this Order, approval for an exception must be requested through the Courthouse Security Sergeant or Trial Court Administrator.
- 4) No weapons are allowed in the courthouse, courtroom, office or space used for official court business or by judicial employees. This prohibition does not apply to court security personnel, uniformed or otherwise properly identified law enforcement officers in the performance of their official duties, or properly identified and authorized MDOC Probation and Parole Agents in the performance of their official duties.
- 5) Other than defendants appearing before a jury, all in-custody defendants and anyone under the supervision of prisoner transportation officers must remain handcuffed at all times while in the courthouse. Exceptions to this rule may be granted by an individual judge while the defendant is physically in that judge's courtroom.
- 6) Notice shall be posted that "No weapons are permitted in the courthouse, courtroom, office, or space used for official court business or by judicial employees. All persons and parcels are subject to a search for weapons and other prohibited or restricted items as a condition of entry. Persons in violation of this order may be held in contempt of court."

Dated: May 12, 2020

Carol Kuhnke

Carol Kuhnke, Chief Judge  
Washtenaw County Trial Court