

# INGHAM COUNTY COURTS

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30<sup>TH</sup> JUDICIAL CIRCUIT COURT – 54-A DISTRICT – 54-B DISTRICT – 55<sup>TH</sup> DISTRICT- INGHAM COUNTY PROBATE

## **JURY BOARD**

Vacant , Chairperson  
Ted Seitz, Member  
Mike Severino, Member

## **ADMINISTRATION**

Shauna Dunnings, Circuit Court Administrator  
313 W. Kalamazoo Street  
Lansing, Michigan 48933  
<http://ja.ingham.org>

Tracy Baldwin, Jury Coordinator  
e-mail: [juryboard@ingham.org](mailto:juryboard@ingham.org)

January 9, 2017

## **MEETING NOTICE**

THE INGHAM COUNTY JURY BOARD WILL MEET TUESDAY,  
JANUARY 17, 2017 at 2:00 PM IN CONFERENCE ROOM D AND E ON  
THE 2<sup>ND</sup> FLOOR OF HUMAN SERVICE BUILDING IN LANSING.

## **AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES**

**CHANGES TO THE AGENDA**

**PUBLIC COMMENT**

**BUSINESS**

1. Changes to the Jury Board
  - a. Introduction of Mike Severino
  - b. Vacancy

2. Introduction of the Jury Coordinator: Tracy Baldwin
3. Courthouse Technologies Updates
  - a. Demo on New Jury System
4. 54B District Court Amended 2016-2017 Jury Order
5. 2017 Jury Budget
6. Next meeting – To be determined

**MEETING ADJOURNED**

# INGHAM COUNTY COURTS

30<sup>TH</sup> JUDICIAL CIRCUIT COURT – 54-A DISTRICT – 54-B DISTRICT – 55<sup>TH</sup> DISTRICT- INGHAM COUNTY PROBATE

## **JURY BOARD**

Hilda Patricia Curran, Member  
Theodore Seitz, Member

## **ADMINISTRATION**

Shauna Dunnings, Circuit Court Administrator  
313 W. Kalamazoo Street  
Lansing, Michigan 48933  
<http://ja.ingham.org>

Melissa Readus, Jury Coordinator  
e-mail: [juryboard@ingham.org](mailto:juryboard@ingham.org)

## **MINUTES INGHAM COUNTY JURY ADMINISTRATION May 9, 2016**

**MEMBERS PRESENT:** Ted Seitz, Hilda “Pat” Curran

**OTHERS PRESENT:** Shauna Dunnings, Rhonda Swayze, Melissa Readus

### **CALL TO ORDER**

The meeting was held in Conference Room B at the Human Services Bldg. at 5303 S. Cedar St., Lansing, Michigan and called to order by Hilda “Pat” Curran at 10:10 a.m.

### **APPROVAL OF MINUTES**

Move to approve minutes – granted.

### **CHANGES TO THE AGENDA**

None.

### **PUBLIC PRESENT**

None.

## **BUSINESS**

1. **Courthouse Technology Update** – Ms. Swayze indicated that we have met our technical team – Jeremy Gonzales and Par Anand. Our next meeting will be our business review meeting with the District Court Jury Clerks within the next week. Courthouse Technology would like to encourage all of the Courts to be as uniform as possible. This will give the District Courts an opportunity

to update some of their procedures. We continue to experience problems with the Xerox system.

Mr. Seitz inquired about the Jury Board attending some of the Courthouse Technology meetings. Ms. Swayze encouraged the Jury Board to attend and/or get involved when CHT is operable. Ms. Dunning's encouraged the Jury Board to view the process right before finalization. Both Mr. Seitz and Ms. Curran said they would be interested. Ms. Swayze will look at the implementation schedule to determine when that opportunity will be available.

2. **New Board Member** – Ms. Shauna Dunning's spoke to Ms. Becky Bennett, and had conversations with two Commissioners about possible candidates. No one has submitted an application at this time. Ms. Dunning's asked the Board members to encourage any Republican they know who may be interested to apply. Mr. Seitz said he may know a few people. Ms. Readus will send Mr. Seitz the link for the application. Ms. Curran checked with the Zonta Organization and they are mostly Democrats.
3. **2016-2017 Selection Jury** – Jury Selection for 54A District Court, 54B District Court, 55<sup>th</sup> District Court and the 30<sup>th</sup> Circuit Court was ordered and approved.
4. **Jury Parking Downtown** – Mr. Seitz contacted Washtenaw County and indicated they only pay for seated jurors. He will continue to follow-up with the City of Lansing Parking Division to discuss the coverage of parking for jurors.
5. **Jury Coordinator position** – Ms. Readus announced that she will be retiring. Ms. Swayze indicated the job was posted internally first, then it was posted to the public. We are currently waiting for the applicants referrals from the Personnel Department.
6. **House Bill HB 4561** – pending increase in jury pay. Nothing has taken place at this time.

\$ 25.00 half day	---	\$ 30.00 subsequent days
\$ 12.50	---	\$ 15.00 subsequent days
\$ 40.00 full day	---	\$ 45.00 subsequent days
\$ 20.00	---	\$ 25.00 subsequent days
7. **Ms. Hilda Pat Curran** – She is in transition of moving out of the County. When her Ingham County home sells, she will submit a letter to the Court to be

removed from the Ingham County Jury Board. She will also begin looking for someone to replace her.

8. **Next meeting – To be determined.** – Ms. Swayze will look for a meeting date that will coincide with the implementation of Courthouse Technology. She anticipates this will be around August/September.

Meeting adjourned at 10:40 a.m.

Submitted by:

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~~Melissa Readus, Jury Administration Clerk~~

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Hilda Patricia Curran, Member

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Ted Seitz - Member