

## **Honorable Kathleen A. Ryan's Courtroom Protocol**

Presiding Judge of the Estates Division

1<sup>st</sup> Floor – Courtroom 1F – Oakland County Courthouse  
Telephone: (248) 858-0250

### **Procedural Guidelines for Practice in Judge Kathleen A. Ryan's Courtroom**

In order to better serve attorneys and litigants appearing in Judge Ryan's courtroom, we have adopted the following guidelines. Please advise your clients and staff so that there are no misunderstandings.

#### **Motion Practice**

The combined length of any motion and brief, or of a response and brief, may not exceed 20 pages double spaced, exclusive of attachments and exhibits.

**\*Check-in Procedure:** The courtroom will open at 8:00 a.m. for checking in purposes. Attorneys, GAL's and PA's – if you are appearing on more than one case, please present the Clerk with a list of your cases and we will attempt to call all of your cases together, based upon the time when you first checked in and/or the nature of the petition (i.e. new filing vs. existing case). Please notify the Clerk when all parties are present.

There is no need to pick up your file at the Main Probate Counter prior to your hearing as all cases are already prepped for hearing by chamber staff and will be ready in the Courtroom.

All new Petitions on adult and minor Guardianships and Conservatorships, and all first Petitions in Estate and Trust cases will be scheduled for 10:00 a.m. All other cases will remain on the 8:30 a.m. docket. The Court will schedule contested probate matters for hearing.

**\*Judge's Copies of Motions and Briefs:** Except for Accountings, a copy of the motion/Petition and response/Objections, including all supporting briefs, must be delivered to the Judge's chambers, and clearly marked "Judge's Copy" with the hearing date also clearly marked. The Judge reviews all motions and responses prior to the hearing. Copies of all pleadings (except Accountings and Objections) must be delivered to the Judge's chambers no later than 12:00 p.m. on Friday.

**\*Adjournments:** No adjournments will be granted without permission of the court per court order, even if stipulated to by all parties. Please note that this is not to aggravate the parties, but rather to ensure proper docket management and the adherence to mandated time guidelines. If the parties so stipulate to an adjournment and the court permits the same, the Stipulation and Order must comply with MCR 2.503.

**\*Discovery:** Discovery cutoff extension requests must be brought before the Court before the cutoff date by motion. Moreover, pursuant to the Michigan Rules of Court, all discovery must be fully completed by the scheduled cutoff date, versus a discovery request being made just days before the cutoff date.

There will be no exceptions without good cause shown. Finally, when seeking discovery, please be mindful that the scope of discovery in probate proceedings is more limited than the scope of discovery in general civil actions. MCR 5.131. Otherwise, the general discovery rules apply.

**\*Summary Disposition:** All motions for Summary Disposition pursuant to MCR 2.116 must be scheduled with the Judge's staff attorney.

**\*Trials:** Parties and counsel are expected to comply with all dates and provisions set forth in the court's Scheduling Order. All exhibits are to be marked prior to trial and the parties and counsel must be ready to commence trial promptly as scheduled. In addition to the original exhibits to be introduced at trial, all parties and counsel must supply a copy of each exhibit to the Judge, opposing counsel(s) and the witnesses.