

KEVIN A. ELSENHEIMER  
CHARLES M. HAMLYN  
CIRCUIT JUDGES

## State of Michigan



### Thirteenth Judicial Circuit

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COUNTIES  
ANTRIM  
GRAND TRAVERSE  
LEELANAU

TRINA GIRARDIN  
COURT ADMINISTRATOR

State Court Administrative Office  
Thirteenth Circuit court – Antrim, Grand Traverse, and Leelanau Counties  
Local Administrative Order 2025-01  
(rescinds LAO 2022-02)

### **CASES INVOLVING CHILDREN ABSENT FROM COURT-ORDERED PLACEMENT WITHOUT LEGAL PERMISSION**

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

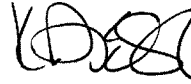
Pursuant to Michigan Supreme Court Administrative Order 2002-04, the 13th Circuit Court Family Division hereby establishes its plan for reviewing cases within the court's jurisdiction involving juveniles who are absent from court-ordered placements without legal permission:

- 1) The five judges serving in the family division have been identified in appendix A. These judges are responsible for ensuring compliance with this plan pursuant to the 13th Circuit Court Family Division Implementation Plan.
- 2) Upon receiving any form of notification that a juvenile who may be under the court's jurisdiction is absent from court-ordered placement without permission, the court will review its file(s) regarding the juvenile to ascertain legal status. When an absent juvenile is found to be under the court's jurisdiction, the court will:
  - a) Contact the Michigan Department of Health and Human Services to request a letter setting forth information which the Department of Health and Human Services may have as to the juvenile's status and whereabouts, setting a reasonable number of days for receipt of said documentation by the court;
  - b) Upon its own motion or that of the Michigan Department of Health and Human Services or its legal counsel, set a review hearing, to be heard on the record at the earliest date and time at which at least one hour is possible in the court's docket, before the presiding judge or a

- circuit court judge, giving a minimum of seven (7) days' notice to interested parties as required by court rule;
- c) The court may compel attendance at this hearing by a local Michigan Department of Health and Human Services representative and/or any other person that may have knowledge of the juvenile's whereabouts, consistent with the court rules;
  - d) Priority shall be given to cases involving children ages 15 and younger, particularly if the child may have been abducted;
- 2) If it is ascertained after the review hearing that a juvenile cannot be located, the court shall do the following:
- a) The court shall cause an Order Take/Place to be issued and put into LEIN.
  - b) Upon locating or apprehending the youth, the court will have a hearing on the record within 24 hours, excluding Sundays and holidays, as required by statute;
- 3) If it is ascertained that a juvenile is not under the court's jurisdiction and/or the court has no case before it within which to hold a hearing, but the juvenile is an absent ward of the Michigan Department of Health and Human Services (such as under the Adoption Code), the court will attempt to confer with the Department of Health and Human Services supervisor regarding the Department of Health and Human Services' intentions as to the juvenile. The court will take all lawful action suggested by the Michigan Department of Health and Human Services.

01/16/25

Date



01/16/2025  
09:25AM

KEVIN A. ELSENHEIMER, CIRCUIT COURT JUDGE, P49293

HON KEVIN A. ELSENHEIMER  
Chief Circuit Court Judge  
13<sup>th</sup> Circuit Court

## Appendix A

### JUDGES SERVING IN THE FAMILY DIVISION OF THE 13TH CIRCUIT COURT

The Antrim County Family Division judge is Hon. Stacey L. Truesdell.

The Grand Traverse County Family Division judge is Hon. Jennifer L. Whitten.

The Leelanau County Family Division judge is Hon. Steven W. Paciorka.

Hon. Charles M. Hamlyn serves as a 13th Circuit Court judge.

Hon. Kevin A. Elsenheimer serves as a Chief 13th Circuit Court judge.