

GROSSE POINTE PARK MUNICIPAL COURT
15115 E. JEFFERSON
GROSSE POINTE PARK, MICHIGAN 48230

Carl F. Jarboe
Municipal Judge

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Administrative Order 2023 – *02*
Rescinds Administrative Order 1987-01

ACCESS TO JUROR QUESTIONNAIRES

IT IS ORDERED:

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order 1987-1, effective April 1, 1987. The purpose of this order is to regulate access to juror questionnaires upon approval by the State Court Administrative Office.

1. Juror Qualification Questionnaires, MCL 600.1315; MSA 27A.1315
 - a. Juror Qualification Questionnaires are confidential and are not public records.
 - b. Juror Qualification Questionnaires shall be kept on file by the Jury Board for a period of 3 years from the time they are filled out.
 - c. The only persons allowed to examine Juror Qualification Questionnaires are:
 - 1) the Jury Board;
 - 2) the judges of the court;
 - 3) the court clerk and deputy clerks; and
 - 4) persons authorized access by court order.
 - d. The answers contained on any Juror Qualification Questionnaire shall not be publicly disclosed.

[Administrative Order Number]

[Date]

2. Juror Personal History Questionnaire, MCR 2.510

a. Juror Personal History Questionnaires are confidential and are not public records.

b. Juror Personal History Questionnaires shall be kept on file by the Jury Board/court clerk for a period of 3 years from the time they are filled out.

c. The only persons allowed to examine Juror Personal History Questionnaires are:

- 1) the judges of the court;
- 2) the court clerk and deputy clerks;
- 3) parties to actions in which the juror is called to serve and their attorneys; and
- 4) persons authorized access by court order.

d. Attorneys of record and parties in pro per may examine Juror Personal History Questionnaires of jurors anticipated to be called for voir dire by presenting a written, signed request to the Jury Board/court clerk prior to commencement of voir dire. Neither photocopies nor verbatim handwritten copies of Juror Personal History Questionnaires may be made by the person examining the questionnaires. However, summary notes of pertinent information may be recorded.

e. Examination of Juror Personal History Questionnaires may only be conducted in an area designated by the Jury Board/court clerk except upon order of the chief judge or trial judge in an assigned case.

Date: 11/16/2023

Chief Judge Signature:

P33459

[Administrative Order Number]

[Date]

INSTRUCTIONS For Models 2a, 2b, 2c, and 2d

In response to Michigan Supreme Court Administrative Order 1987-1, four Model Local Administrative Orders for providing attorneys and parties access to Juror Personal History Questionnaires are available. The Supreme Court has directed individual courts to select and implement one of these model procedures within two months after the State Court Administrator notifies the courts of the issuance of the model procedures.

The model procedures are designed to be utilized in combination with the recently revised Juror Qualification Questionnaire (MC 321a) (which has information for Jury Board use) and Juror Personal History Questionnaire (MC 321b) (which has information to assist in conducting voir dire).

The primary distinctions between the four model procedures are:

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| Model 2a | allows examination only. |
| Model 2b | allows examination and copies for attorneys or parties in pro per upon ex parte order. |
| Model 2c | allows examination and copies for attorneys upon request. |
| Model 2d | allows examination and copies for attorneys and parties in pro per upon request. |

Make your selection and notify the State Court Administrator pursuant to MCR 8.112(B).