

**DISTRICT JUDGES**

ANNEMARIE M. LEPORE  
STEPHEN S. SIERAWSKI  
KIMBERLEY A. WIEGAND

**41-A District of Michigan**

**STERLING HTS DIVISION**  
40111 Dodge Park Road  
Sterling Heights, Michigan  
48313

**COURT ADMINISTRATOR**  
Stacey Rautio

**CLERK OF THE COURT**  
Charlisse Smith

The Cities of Sterling Heights and Utica and the Townships of Shelby and Macomb

Administrative Order 2023-01  
Rescinds 2019-02

**ESTABLISHMENT OF A COURTHOUSE SECURITY COMMITTEE**

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order No. 2019-1. The purpose of this order is to establish a courthouse security committee.

**IT IS ORDERED:**

1. At the direction of the chief judge, a courthouse security committee is established effective September 1, 2019. The chairperson of the committee for the 41A District Court – Shelby Division is Judge Douglas Shepherd and his designee is Brian Henderson, Court Administrator. The chairperson for the committee for the 41A District Court – Sterling Heights Division is Chief Judge Stephen Sierawski and his designee is Stacey Rautio, Court Administrator.
2. The security committee shall:
  - Develop and promote security policies and procedures regarding court security and emergency management.
  - Establish goals and objectives specific to improving physical security, emergency preparedness, and employee training.
  - Review all courthouse security incidents and take appropriate corrective measures to mitigate and/or eliminate any security vulnerabilities to prevent future reoccurrences.
3. The chairperson of the committee shall:
  - Facilitate communication, coordination, and decision-making among members (e.g., facility stakeholders) on policies and procedures affecting court security and emergency management.
  - Seek member advice and input on goals, objectives, priorities, and issues involving court security and emergency management.

**Criminal Division**  
(586) 446-2550

**Civil Division**  
(586) 446-2535

**Traffic Division**  
(586) 446-2575

**DISTRICT JUDGES**

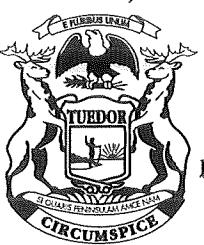
ANNEMARIE M. LEPORE

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KIMBERLEY A. WIEGAND

**The District Court**

for the

**41st District of Michigan**

The Cities of Sterling Heights and Utica and the Townships of Shelby and Macomb

- Work in consultation with local law enforcement and emergency management professionals. The SCAO regional administrator will be kept apprised of meeting times and locations and be consulted as necessary.
- Submit a report to the SCAO regional administrator an updated report by March 31 of every year thereafter concerning the actions taken by the committee under subsection 2. The report shall list the members of the committee. It should also describe the court's current security policies and procedures, describe the goals and objectives established by the committee to improve courthouse security, and include a summary of any courthouse security incidents occurring during the reporting period and related corrective measures taken by the court.

4. The security committee shall meet quarterly.

Date: 04 June 2023

Stephen Sierawski  
Stephen Sierawski, Chief District Judge

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