

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF MICHIGAN
SOUTHERN DIVISION

Case Number
Honorable David M. Lawson

Plaintiff(s),

v.

Defendant(s).

_____ /

NOTICE OF CASE MANAGEMENT AND SCHEDULING CONFERENCE

YOU ARE NOTIFIED TO APPEAR ON: , 2013 at :00 M for the Status and Scheduling Conference.

COUNSEL shall prepare and serve on opposing counsel and fax to the Judge's chambers,

ONE WEEK PRIOR TO THE CONFERENCE, a short statement, which:

- Summarizes the background of the action and the principal factual and legal issues;
- Describes the contents and length of the administrative record and the date it will be served on counsel of record;
- States the applicable standard of review (*de novo*, arbitrary and capricious, etc.) with documentation supporting your position;
- States whether there will be a procedural challenge to the administrator's decision, such as an alleged lack of due process afforded by the administrator or alleged bias on its part;
- Outlines the proposed discovery, as appropriate;
- Describes any outstanding or anticipated discovery disputes, and the basis you have

for any objection, as appropriate; and

- Proposes an appropriate management plan, including a schedule setting discovery cut-off and trial dates.

Counsel are encouraged to discuss their statements prior to the Status and Scheduling Conference.

This statement need not be filed with the Clerk of the Court. If counsel have met pursuant to FRCP 26(f), your proposed discovery plan, if appropriate, shall be filed with the Clerk of the Court in lieu of these statements, supplemented as necessary to provide the above information.

Please be prepared to discuss the following at the Scheduling Conference,:

- A. The issues and narrowing the issues;
- B. Subject matter jurisdiction;
- C. Relationship to other cases;
- D. Necessity of amendments to pleadings, additional parties, third-party complaints, etc.;
- E. Settlement, including alternative dispute resolution;
- F. The applicable standard of review;
- G. Whether there will be a procedural challenge to the decision of the administrator;
- H. Nature and contents of the administrative record.

Counsel are directed to discuss with their clients case evaluation (formerly “mediation”) and the prospect of obtaining authority to stipulate to be bound by the provisions of Mich. Ct. R. 2.403, including the section dealing with sanctions. Counsel are advised to bring their calendars for the scheduling of dates.

IT IS THE RESPONSIBILITY OF PLAINTIFF TO NOTIFY ALL COUNSEL OF THIS STATUS AND SCHEDULING CONFERENCE.

s/ Shawntel Jackson
SHAWNTEL JACKSON
(313) 234-2662

Dated:

PROOF OF SERVICE

The undersigned certifies that a copy of the foregoing order was served upon each attorney of record herein by electronic means or first class U.S. mail on _____, 2013.

s/ Shawntel Jackson
SHAWNTEL JACKSON