Conferences

Civil Cases

The Court conducts an initial case management and scheduling conference, which must be attended in person by counsel, preferably lead counsel. A notice generally will be sent within two to four weeks after a responsive pleading is filed. The notice informs the parties to submit to chambers (but not e-file) a short statement describing the case and addressing matters that will be discussed at the conference, or if they can agree, docket a joint Rule 26(f) statement which should include all the items described in the conference notice..

At the initial case management and scheduling conference the parties are expected to be prepared to summarize the case and the issues and to discuss subject matter jurisdiction. Parties also must discuss alternative dispute resolution (ADR) options with their clients. A case management and scheduling order is completed at the initial case management and scheduling conference, with input from the parties.

Subsequent status conferences are also scheduled periodically by the Court. Alternative dispute resolution (ADR) will be addressed, and counsel should discuss ADR options with clients before the status conference. Counsel may request additional status conferences to be conducted in person or by telephone by contacting the case manager.

A final pretrial conference and settlement conference is scheduled approximately two weeks before the trial date. The proposed Joint Final Pretrial Order must be submitted to Chambers, not e-filed, at least one week before the scheduled final pretrial conference date. Please note that the section of the Case Management and Scheduling Order prescribing the contents of the Joint Final Pretrial Order may supercede portions of E.D. Mich L.R.16.2 in some instances. The Case Management and Scheduling Order controls.

Criminal Cases

The Court will issue a scheduling order. Requests to change or enlarge calendar dates must be made by motion. The Court usually addresses those requests on the record. A final pretrial conference is conducted by the Court, as noted in the section on Pretrials.