



## Judge F. Kay Behm Policies & Procedures

Judicial Administrative Secretary	Denise Churchill
Judicial Advisory Assistant	Lisa Velard
Courtroom Location	5 <sup>th</sup> floor
Phone	810.257.3521
Domestic Court Clerk	810.237.6174
Juvenile Court Clerk	810.257.3510

### Judicial Procedures and Practice

#### Domestic Cases

#### Motion Adjournment Policy

Moving party only may adjourn a hearing. Contact judicial office in advance or the court clerk on the day that the motion is scheduled. A re-notice of hearing must be filed with a new motion fee of \$20.00 after the third adjournment. Moving party must provide adequate notice of any adjournments to opposing party.

#### Monday Matters

9:00 a.m.	Judgments, names changes, emancipations
9:01 a.m.	PPO cases
9:30 a.m.	Motions for Domestic Matters
1:30 p.m.	FOC Bench Warrant Arraignments
2:00 p.m.	FOC matters and FOC Show Causes
2:01 p.m.	Prosecutor Cases
2:30 p.m.	Show Causes
2:31 p.m.	Referee Objections

#### Mandatory Settlement Conference

Wednesday afternoons in the courtroom. Counsel and parties must appear.

#### Non-Jury Trials

Tuesday - Friday of the domestic term and Tuesdays and Fridays of Juvenile Term. Schedule includes evidentiary hearings on post-judgment issues and de novo hearings on referee recommendations.

#### Ex parte Orders

Not appropriate without an imminent threat of harm. Generally not approved to change custody or to evict parties from marital home, absent extenuating circumstances. No ex parte orders will be signed if there

is opposing counsel. All ex parte orders must include supporting documentation, such as affidavits, medical reports and police reports.

Juvenile Cases

Child Protective Proceedings and Delinquency Petitions

Contested Pre-Trials and Motions	Tuesdays, Delinquency Petitions	1:30 p.m.
	Tuesdays, Child Protective Proceedings	2:30 p.m.
Trials	Wednesday - Thursday of the Juvenile Term	