

# THIRD JUDICIAL CIRCUIT OF MICHIGAN CRIMINAL DIVISION

Assigned Counsel Services

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# WELCOME TO ASSIGNED COUNSEL SERVICES

- ❖ My name is Yvonne Barnett Greene. I am the Assigned Counsel Services Manager
- ❖ The department of Assigned Counsel Services handles all Wayne County felony petitions and orders for court appointed attorneys
- ❖ The office is located on the 9<sup>th</sup> floor of Frank Murphy Hall of Justice, Room 909
- ❖ The hours of operation are 8:30 a.m. to 4:30 p.m. daily, except for court holidays and as otherwise posted for sign-ups
- ❖ The phone number to our office is (313) 224-0593

# PURPOSE

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The purpose of Assigned Counsel Services is to provide indigent defendants counsel pursuant to the Sixth Amendment to the United States Constitution and Gideon vs. Wainwright in criminal matters.



# ATTORNEY ELIGIBILITY REQUIREMENTS

Every attorney seeking assignments from the Criminal Division must:

- ❖ Complete an Attorney Profile Application
- ❖ Be a member in good standing with the State Bar of Michigan
- ❖ Complete legal education certification from the Detroit-Wayne County Criminal Advocacy Program (CAP) on an annual basis
- ❖ Provide a statement/description of experience in criminal law
- ❖ Provide proof of Wayne County residency or business address

# LOCAL ADMINISTRATIVE ORDER (LAO) 2006-08

- ❖ Pursuant to MCR 8.123(B), the LAO outlines the Courts Plan for Assignment of Counsel
- ❖ Monitors Judicial and Attorney assignment limits
- ❖ The LAO can be located on the court website at: [www.3rdcc.org](http://www.3rdcc.org)

# ASSIGNED COUNSEL SERVICES FUNCTION

- ❖ Maintaining an attorney eligibility list for appointments
- ❖ Coordinating the various sign-ups for house counsel assignments (i.e. AOI, 36<sup>th</sup> District, Line-ups/Show-ups and Juvenile Waivers)
- ❖ Monitoring assignment limits and providing notification to the attorneys and the Bench when those limits are reached based upon the guidelines set in the LAO
- ❖ Coordinating the meeting of the Attorney Review Committee; which consists of the Presiding Judge, 2 Judges serving in the Criminal Division and the Assigned Counsel Service Manager, when matters regarding attorneys arise including review of applications and attorney complaints
- ❖ Transferring attorney payment vouchers to Budget and Finance
- ❖ Communicating with out-county district courts regarding the need for spot-assignments of attorneys

# THINGS TO KNOW

- ❖ Arraignment on the Information (AOI) house counsel sign-ups are held quarterly
- ❖ Sign-ups for Thirty-Sixth District Court House Counsel and Line-ups are quarterly and held on the same day
- ❖ Juvenile Waiver sign-up is held the 15<sup>th</sup> of each month
- ❖ Felony Non-Support assignments are done through a blind draw system
- ❖ We are moving toward a phone tree notification system to contact attorneys regarding assignments
- ❖ All informational postings will be placed in ACS, the County Clerks Office (Rm. 901) and in Room 810
- ❖ All schedules and calendars will be shared with the WCCDBA to post on their website
- ❖ Commencing October 1<sup>st</sup> we will require the use of a revised jail visit slip