

OFFICE OF COURT ADMINISTRATOR / FRIEND OF THE COURT  
**THIRTY-SEVENTH JUDICIAL CIRCUIT OF MICHIGAN**  
**CALHOUN COUNTY PROBATE COURT**

JEFFREY S. ALBAUGH  
*Circuit/Probate Court Administrator, 269-969-6523*

JAMES C. KINGSLEY  
*Chief Circuit Judge*

MICHAEL L. JACONETTE  
*Chief Probate Judge*



KRISTEN L. GETTING, P53658  
*Deputy Administrator / Friend of the Court Services, 269-969-6500*

JODY L. HOPKINS  
*Deputy Administrator / Juvenile Services, 269-969-6804*

CINDY K. RUDE  
*Probate Manager / Register, 269-969-6794*

Administrative Order C37- 2014-02  
Effective September 15, 2014

**APPOINTMENT OF JUVENILE NON-ATTORNEY REFEREE**

This Administrative Order is issued in accordance with Michigan Supreme Court Administrative Order 2009-6. In accordance with MCL 712A.10 and MCR 3.913, and upon approval of the State Court Administrative Office (SCAO),

**IT IS ORDERED:**

1. The chief judge of the 37th Circuit Court appoints **Phillip C. Amsterburg** as a non-attorney referee. The referee's contact information is:

Name	Phillip C. Amsterburg
Court Address	161 E. Michigan Ave Battle Creek, MI 49014
Phone Number	269-969-6518
E-mail Address	pamsterburg@calhouncountymi.gov

It is the responsibility of the referee to notify the State Court Administrative Office of changes in the individual's contact information during the course of the appointment.

2. Phillip C. Amsterburg:
  - a. Will serve at the pleasure of the chief judge of the circuit court.
  - b. Will take the constitutional oath of office.

3. Referee Phillip C. Amsterburg is authorized to perform the following duties pursuant to MCR 3.913 and MCL 712A.10:
- a. **Delinquency Proceedings.** Conduct preliminary inquiries or preliminary hearings on juveniles that are before the court under MCL 712A.2(a)(1).
  - b. **Child Protective Proceedings.** Conduct preliminary inquiries, preliminary hearings, progress review hearings pursuant to MCR 3.974(A), and emergency removal hearings pursuant to MCR 3.974(B).
  - c. **Minor Personal Protection Actions.** Preside at a preliminary hearing for enforcement of a minor personal protection order.
  - d. In conducting hearings, a referee shall do all of the following:
    1. Administer oaths and examine witnesses;
    2. If a case requires a hearing and the taking of testimony, make a written signed report to the judge containing a summary of the testimony taken and a recommendation for the court's findings and disposition.

Effective Date: September 15, 2014

James C. Kingsley,  
Chief Circuit Court Judge

