

# State of Michigan

51ST DISTRICT COURT

HON. RICHARD D. KUHN JR.  
CHIEF JUDGE

HON. TODD A. FOX  
CHIEF JUDGE PRO TEMPORE



JENNIFER E. THOM  
COURT ADMINISTRATOR

5100 CIVIC CENTER DRIVE  
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## Memorandum

To: Gary Wall, Township Supervisor  
Kim Markee, Township Clerk  
Steven Thomas, Treasurer  
Anthony M. Bartolotta, Trustee  
Marie E. Hauswirth, Trustee  
Janet Matsura, Trustee  
Mark Monohon, Trustee

From: Jennifer Thom, Court Administrator

A handwritten signature in blue ink, appearing to be "JTH", enclosed in a blue circular scribble.

Cc: Chief Judge Richard D. Kuhn, Jr.  
Judge Todd A. Fox  
Jill Penfound, Clerical Department Chief  
Derek Diederich, Budget Director/DPW Administrator  
Barb Miller, Accounting Manager/Assistant Budget Director

Re: Automatic Clean Slate Overtime/Temporary Staffing Reimbursement

Date: July 17, 2023

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In efforts to alleviate the increased demand and workload due to the implementation of Automatic Clean Slate, the State Court Administrative Office has allocated additional funding for trial court Automatic Clean Slate implementation.

With these additional funds, courts are able to request reimbursement for overtime or temporary staffing to respond more timely to public record requests, remove bench warrants, and other implementation related work.

Accordingly, the Court would respectfully request a budget amendment, for pass through money, to take advantage of this reimbursement opportunity. The amendment to the budget would reflect and increase of \$12,862 on the revenue side 10101-57601, and an expense of \$12,862 posted to 11360-70900.

Should you have any questions, please feel free to contact me directly.