

State of Michigan



Sean P. Kavanagh
District Judge

Kathleen J. McCann
District Judge

The District Court
16th Judicial District
32765 Five Mile Road
Livonia, Michigan 48154
Phone (734) 466-2500

Nadezda Stojcevska
Court Administrator

Dragan Dordeski
Deputy Court Administrator

Barbara J. Scherr
Magistrate

JURY DUTY PROCEDURES DURING COVID-19

As a prospective juror, you will receive a juror summons in the mail and by email if available. Given the current worldwide circumstances, we understand the importance and are committed to keeping you and everyone involved in the jury selection/jury trial safe and healthy. We would like you to know the measures that the 16th District Court has taken to ensure that each participant in this jury trial feels safe to participate. We would like to highlight the important basics that you need to know when attending this trial and reiterate what you can do to keep yourself and others safe from the COVID-19 virus:

Before Trial:

1. Notify the 16th District Court at juryduty@livonia.gov if you feel sick or have COVID-19 symptoms, have traveled outside of the United States or been exposed to someone who tested positive for the virus within the last 14 days, or have a fever above 100.4 degrees Fahrenheit.
2. Notify the 16th District Court at juryduty@livonia.gov if you are medically unable to wear a face covering.

During Trial:

1. You will be required to wear a mask or a face shield. The Court will provide them if you do not have one.
2. Your temperature will be taken with a touchless thermometer upon entry into the building.
3. Keep tissues handy in case you need to cough or sneeze.
4. Please limit bringing personal items inside the building.
5. Each person will be six or more feet apart at all times to ensure proper social distancing.
6. Do not share your belongings or items.
7. Do not touch other people or their belongings/items.
8. You will be asked to wash your hands during each break/lunch.
9. The location will be cleaned and sanitized at the end of the day.
10. You will be provided with hand sanitizer for your personal use.

After Trial:

1. The location will be cleaned and sanitized thoroughly.
2. Any disposable items that were left behind will be thrown away (i.e. face coverings, etc.)

For jury selection there will be one entrance in and out of the building located at the front entrance. You will need to enter through the security entrance and be screened for COVID-19 symptoms and wanded as normal to ensure no weapons are being brought into the building. You will be directed to the jury

assembly room on the second floor where you will watch an informational video on the jury trial process. At the conclusion of the video, you will be directed into a courtroom to begin the jury selection process. The jury trial will begin as soon as a jury panel has been selected. The courtroom will break for lunch and you will be allowed to leave the building during that time. All other breaks will be held in a secured location in the courthouse. We expect the jury trial to last one day, however, you may be asked to return to continue the jury trial on another day.

Please make our office aware of any special accommodations you may need in relation to the COVID-19 crisis while participating as a juror in the trial.

Thank you for your cooperation,

Nadezda Stojcevska,
Court Administrator