

STATE OF MICHIGAN
GENESEE COUNTY
7TH JUDICIAL
CIRCUIT

In Re:
**Appointment of Juvenile
& Domestic Relations
Attorney-Referee**

LOCAL
ADMINISTRATIVE
ORDER
C07 2026-02

7th Judicial Circuit Court, 900 S. Saginaw St., Flint, MI 48502 (810) 257-3252

APPOINTMENT OF JUVENILE AND DOMESTIC RELATIONS
ATTORNEY-REFEREE

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order 2009-6, effective January 1, 2010. In accordance with MCL 712A.10, MCL 552.507(1) and MCR 3.913, MCR 3.215(A) and upon approval of the State Court Administrative Office (SCAO),

IT IS ORDERED:

1. The Chief Judge of the 7th Circuit Court appoints Jakob Wojtkowicz as Attorney-Referee. The Referee's contact information is:

Name	Jakob Wojtkowicz
Bar Number	P76979
Court Address	630 S. Saginaw St., Ste. 2500 Flint, MI 48502
Phone Number	810.237-6130
Email Address	jwojtkowicz@geneseecountymi.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. Jakob Wojtkowicz:
 - a. Will serve at the pleasure of the Chief Judge of the Circuit Court.
 - b. Has taken the constitutional oath of office.
 - c. Is licensed and a member, in good standing, of the State Bar of Michigan, pursuant to MCR 3.215.

Juvenile Attorney-Referees

3. Referee Jakob Wojtkowicz is authorized to perform the following duties pursuant to MCR 3.913 and MCL 712A.10:
- a. Conduct a preliminary inquiry or preside at hearings under the Juvenile Code, MCL 712A.1, et seq., and make recommended findings and conclusions except for those hearings specified in MCR 3.912(A), which include the following:
 - 1. a jury trial;
 - 2. a waiver proceeding under MCR 3.950;
 - 3. the preliminary examination, trial, and sentencing in a designated case;
 - 4. a proceeding on the issuance, modification, or termination of a minor personal protection order.
 - b. 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.
 - c. In addition, an Attorney-Referee may issue an interim ex-parte placement order under MCR 3.963(B).

Domestic Relations Attorney-Referees

4. The following types of motions may be heard initially by Domestic Relations Referees. Referee Jakob Wojtkowicz is authorized to perform the following duties pursuant to MCL 552.507(1) and MCR 3.215(A):
- Hear all domestic relations motions.
 - Hear all domestic relations motions and any ancillary (related non-domestic relations) motions that the court determines to be related to a domestic relations case.
 - Hear all domestic relations motions, with the exception of those listed below:
 - A. Post-judgment petitions seeking spousal support modification;
 - B. Post-judgment petitions seeking change in custody or parenting time, if the petitioner is represented by an attorney, unless referred by the judge;
 - C. Post-judgment petitions seeking change in domicile, if the petitioner is represented by an attorney, unless referred by the judge.

- [X] The following types of domestic relations motions shall be initially heard by a Referee:
- A. Post-judgment petitions seeking modification of child support, if filed by the petitioner in pro per;
 - B. Post-judgment petitions seeking change in custody or parenting time, if filed by the petitioner in pro per;
 - C. Motions for temporary custody, child support or parenting time, if filed by the petitioner in pro per.
5. The Domestic Relations Referee is authorized to conduct the following scheduling and settlement conferences in domestic relations cases in accordance with MCR 3.215:
- [X] Scheduling conferences in domestic relations cases. The court must review and may either approve or modify the Referee's scheduling.
 - [X] Settlement conferences in domestic relations cases.
6. Recommendations for certain orders by the Domestic Relations Referee shall be given interim effect pending a judicial hearing on a timely objection or pending the twenty-one (21) day waiting period as authorized by MCR 3.215(g):
- [X] Orders establishing custody
 - [X] Orders establishing support
 - [X] Orders establishing parenting time
 - [X] Orders modifying support when custody does not change
 - [X] Orders implementing income withholding
7. If a Domestic Relations Referee's recommended order does not have interim effect pursuant to this order, the court may enter a case-specific order giving the recommended order interim effect pending the judicial hearing, unless interim effect is prohibited by MCR 3.215(G)(3).

Effective Date: Effective upon approval of the State Court Administrative Office.

Approved May 5, 2026

David J. Newblatt /s/
David J. Newblatt
Chief Judge
7th Judicial Circuit Court

April 3, 2026
Date