

**NOTICE OF CHANGE IN PROCEDURES  
FOR CHIEF JUDGE PHILLIP J. SHEFFERLY**

**Hearings and conferences in all chapters and adversary proceedings**

Consistent with the Court's Administrative Order No. 2020-04 issued earlier today, effective immediately and until further notice, Chief Judge Phillip J. Shefferly will conduct all conferences and non-evidentiary hearings by telephone. At least five minutes before the scheduled time for hearing, counsel and parties should call 888-684-8852 and use Access Code 6874938#. Landline connections are preferred, but cell phone or other telephone services are allowed. Counsel and parties should place their phone on mute and wait until their case is called before unmuting their phone and participating. Each time you speak, you must identify yourself clearly for the record. On your scheduled hearing date and time, if you have a problem connecting to your hearing, please immediately contact Janice Zielinski, Judge Shefferly's judicial assistant, at 313-234-0040.

**Status conferences in Chapter 13 cases, only**

The change in procedures described in the previous paragraph does **not** apply to the status conferences that are regularly scheduled in Chapter 13 cases assigned to Judge Shefferly and that are conducted by Chapter 13 Trustees David Wm. Ruskin and Krispen S. Carroll. Those status conferences, which are not made part of the record, will continue to be held on their scheduled dates and times on Judge Shefferly's regular Chapter 13 docket, but will be conducted by the Chapter 13 Trustees only by telephone. Counsel and parties are directed to not appear at the Court for the status conferences, but instead are instructed to contact the Chapter 13 Trustee assigned to their case to obtain instructions as to

how to participate in those telephonic status conferences. The telephone numbers listed above for telephonic conferences and non-evidentiary hearings on the record before Judge Shefferly do **not** apply to the Chapter 13 status conferences conducted by the Trustees.

**Questions**

If you have any general questions regarding Judge Shefferly's hearing practices during the COVID-19 public health crisis, please contact Cheryl London, Courtroom Deputy, at 313-234-0043.

**Phillip J. Shefferly  
Chief Bankruptcy Judge  
United States Bankruptcy Court  
for the Eastern District of Michigan**

March 16, 2020