

JUDGE LISA GORCYCA

OAKLAND COUNTY SIXTH CIRCUIT COURT
FAMILY DIVISION

COURTROOM PROTOCOL

UPDATED: OCTOBER 23, 2024



- **Direct Link:** [Hon. Lisa Gorcyca's Zoom Courtroom](#)
- **Desktop PCs and Laptops:** Go to the Zoom website www.zoom.us, Click on "Join a Meeting." Join using Meeting ID: **248 858 0360**
- **Telephone (audio only):** Call (646) 876-9923. Connect using Meeting ID: **248 858 0360**
- **Tablets & Phones:** download the Zoom app from App Store or Play Store prior to the call. At the time of the call, launch the Zoom app and join using Meeting ID: **248 858 0360**
 - Please note that you will be placed in a waiting room until your case is ready to be called (This happens when another case is being heard or until all parties have joined).
 - **DISPLAY NAME:** **Please display your legal name and case number**, to assist in being admitted into the correct Zoom hearing for your case.
 - Please identify your connection to a party or use PUBLIC to assist in being admitted into the correct Zoom hearing for your case.
 - Please check the court calendar at the following link: [Sixth Circuit Court Calendar](#)
 - Participants are reminded that **all virtual court appearances are an extension of the courtroom. Therefore, parties must adhere to proper conduct and appropriate attire is required.**
 - If you need assistance, please ask the Clerk when joining the hearing.

Viewers are prohibited from recording or otherwise copying court proceedings.

JUDGE GORCYCA'S STAFF

Please contact Chambers by calling (248) 858-0360
or by emailing gorcycachambers@oakgov.com

Samantha <i>Judicial Clerk</i> (248) 858-0360 feckos@oakgov.com	Kayleigh <i>Judicial Clerk</i> (248) 858-0360 salomonsonk@oakgov.com	Portia <i>Judicial Secretary</i> williamspr@oakgov.com	Ann <i>Judicial Staff Attorney</i> achesona@oakgov.com
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THE FRIEND OF THE COURT

Please contact the Case Assistant for your assigned Referee if you have a question regarding a scheduled hearing before a Friend of the Court Referee.

<i>REFEREE</i>	<i>ZOOM ID</i>	<i>CASE ASSISTANT</i>	<i>PHONE NUMBER</i>
Referee Chris Harrington	314 268 6899	Kim Rivard	(248) 858-0438
Referee Kate Weaver	910 6776 1047	Sharmeka May	(248) 858-0463
Referee Michelle Letourneau	387 778 8156	Brooke Myers	(248) 452-2012

Helpful links:

[Friend of the Court Handbook](#)

[SMILE Program Handbook](#)

[Change Support Help Guide](#)

EMERGENCY MOTIONS

Domestic cases may now utilize the e-filing system. Please click the following link for e-filing details:

[E-filing Instructions](#)

If a given case has not already been added to the [MiFILE](#) system, the Oakland County Clerk's Office can add the case to e-filing by requesting the addition via an email to eFiling@oakgov.com

Emergency motions must be submitted through the e-filing system. Once your motion has been e-filed, you must email a Judge's Copy to Judge Gorcyca's Staff Attorney at achesona@oakgov.com

Questions regarding the e-File system should be directed to eFiling@oakgov.com. Specific questions regarding your emergency motion may be emailed to: achesona@oakgov.com or williamspr@oakgov.com.

PERSONAL PROTECTION ORDERS

Petitions for personal protection orders are to be emailed to PPO@oakgov.com.

Please click the following link for details: [PPO Instructions](#)

SIGNATURES

Signatures must appear on all orders. Clients and attorneys must both sign orders (if applicable). On Ex Parte Orders, the preparing attorney/party must sign the order.

SCHEDULING ORDER

All cases set for trial time before Judge Gorcyca are required to complete and [e-file](#) a scheduling order. The scheduling order issued by the court will be the only notice of the scheduled court date. Please review the scheduling order for all applicable deadlines, dates, and instructions. Failure to [e-file](#) the completed scheduling order may result in the chosen trial date becoming unavailable due to docket availability.

- [Domestic Scheduling Order for Trial](#)
- [Scheduling Order for Evidentiary Hearing](#)

MEDIATION

All domestic cases must participate in mediation before proceeding to trial on any unresolved issues. Please contact Chambers if you need a list of available mediators.

FURTHER QUESTIONS

Chambers staff may be reached at (248) 858-0360. Further **urgent** questions regarding your case may be emailed to: achesona@oakgov.com or williamspr@oakgov.com.

LEGAL AID

The following are some of the resources available for questions regarding how to proceed with your case:

[Oakland County Self-Help Center](#)

[Legal Aid Clinics:](#)

- [Family Law Assistance Project \(FLAP\)](#)
- [Common Ground](#) – (248) 451-3753
- [Oakland Mediation Center](#) – (248) 338-4280 x211

MichiganLegalHelp.org

[Michigan State Bar](#)

FAMILY LAW ASSISTANCE PROJECT



Receive free family law advice
and brief legal services.

Clinic is first come first serve until full.

If the clinic is full or you are unable to attend
but still need legal assistance, call the
Counsel & Advocacy Law Line:
(888)-783-8190.

Scan QR Code for eligibility
information and a list of
necessary documentation.

2024 In-Person Clinics 12:00 pm - 3:00 pm

July 10 and July 24
September 11 and September 25
November 13

August 14 and August 28
October 9 and October 23
December 4



Oakland County Friend of the Court Building
230 Elizabeth Lake Rd., Pontiac, MI 48341

