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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
MICHIGAN ADMINISTRATIVE HEARING SYSTEM  
MICHAEL ZIMMER  
EXECUTIVE DIRECTOR

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DIRECTOR

February 3, 2014

Dear Tax Tribunal Practitioner:

As many of you know, Tribunal Chair Kimbal R. Smith III suffered a stroke in late October of last year. Although Judge Smith's condition has greatly improved, he is still undergoing rehabilitation. As a result, he has resigned as Chair of the Tribunal effective January 31, 2014. We ask that you keep Judge Smith in your thoughts and wish him a complete recovery.

Given Judge Smith's resignation as Tribunal Chair, Governor Snyder has appointed Tribunal Member Steven H. Lasher as the new Tribunal Chair effective February 1, 2014. Judge Lasher pledges to continue the policies established by Judge Smith that have allowed the Tribunal to meet its goals to close Entire Tribunal cases within three years, and Small Claims cases within 14 months, of the filing of an appeal. Further, as noted in the Tribunal's last GovDelivery Notice, the Tribunal will strive to better communicate with the public through, among other things, the issuance of monthly GovDelivery Notices and the ongoing redesign of our website.

#### Caseload – New Case Management and E-Filing System

After much planning, work, and anticipation, the Tribunal is pleased to announce we have finalized our new case management system, new e-filing system, and revised docket lookup. The new system went live to the public at 9:00 a.m. this morning. The Tribunal looks forward to a more efficient means to docket and process cases and is pleased to offer the public the opportunity to file pleadings, motions, and other documents via our e-filing system. Our revamped website will have a clear link to our e-filing page on the left navigation pane of the home page and an icon on our scrolling carousel that will take you directly to the new docket lookup page. Each individual web page will offer instructions and guidelines for use; however, if you have any questions about e-filing or our revised docket lookup please review the Frequently Asked Questions in the "What's New" section of our homepage or feel free to call our main line for assistance.

#### Website Redesign

As some of you may have already experienced, the Tribunal's website ([www.michigan.gov/taxtrib](http://www.michigan.gov/taxtrib)) has been redesigned. Some of the new features on the homepage include the carousel and the accordion. The carousel contains helpful links to the docket lookup, the Tribunal's rules, and forms or samples for both the Small Claims and Entire Tribunal divisions. The accordion includes a "What's New" category where you will be able to find the most recent GovDelivery Notice. Other new features include the eFiling tab on the left navigation and the Frequently Asked Questions button on the right navigation. The eFiling tab will become available on Monday, February 3, 2014, with the launch of eFiling. The Frequently

Asked Questions have been modified and expanded, a process that will be ongoing as the Tribunal receives input from the public.

### Tribunal Offices to Move

The Tribunal was informed several months ago that it would be required to vacate its offices in Dimondale, MI and return to the Ottawa Building in downtown Lansing. We have recently been informed that this move will occur over the weekend of April 18 – April 20. Thus, we will begin operations at the Ottawa Building on Monday, April 21, 2014. Of course, if this dates changes, you will be promptly notified. Further, the Tribunal will retain its current mailing address of PO Box 30232, Lansing, MI 48909 after the move.

### Withdrawals

Although the Tribunal addressed the withdrawal of appeals in our January 21, 2014 GovDelivery Notice, the Tribunal needs to further elaborate on that issue. A withdrawal of a petition can only be accomplished through the filing of a Motion to Withdraw. As mentioned in the January 21, 2014 GovDelivery Notice, a party must file the Motion with sufficient time to allow the opposing party to respond to the Motion. In light of this, the Tribunal will require that Motions to Withdraw be filed with the Tribunal and served on the opposing party at least 21 days in advance of the prehearing conference or hearing. If the Motion is filed less than 21 days in advance of the hearing, it may be denied. Further, the Tribunal will no longer accept Motions to Withdraw or any other document/request (except notification of a stipulation for entry of consent judgment), via facsimile. Rather, all Motions or any other document/request must be filed via e-filing, hand delivery, or mail.

If you have colleagues or acquaintances that would benefit from keeping up-to-date with Tribunal developments, simply have them send an e-mail message to Cindy Maurer at [maurerc@michigan.gov](mailto:maurerc@michigan.gov) with “SUBSCRIBE” in the subject line. To unsubscribe, simply reply to this e-mail with the word “UNSUBSCRIBE” in the subject line.