

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF OHIO  
WESTERN DIVISION

GLORIA J. GREENLEE, <i>et al.</i> ,	:	Case No. 3:14-cv-173
	:	
Plaintiffs,	:	District Judge Walter H. Rice
vs.	:	Magistrate Judge Michael J. Newman
	:	
MIAMI TOWNSHIP, OHIO,	:	
	:	
Defendant.	:	

---

**ORDER AND ENTRY SETTING A PRELIMINARY  
PRETRIAL CONFERENCE BY TELEPHONE**

---

Plaintiffs filed this civil action *pro se*, *i.e.*, on their own behalf without representation by a lawyer.<sup>1</sup> Accordingly, this case is referred to the undersigned United States Magistrate Judge pursuant to 28 U.S.C. § 636(b) and Dayton General Order No. 13-01.<sup>2</sup> Now that all parties have appeared in the case either on their own behalf or through counsel, the Court sets a preliminary pretrial conference by telephone on **August 14, 2014 at 2:00 p.m.**, pursuant to Fed. R. Civ. P. 16. The unrepresented Plaintiffs and counsel for Defendant shall call 1-877-336-1839, enter access code 2725365 and security code 123456, and wait for the Court to join the conference.

Before the preliminary pretrial conference, the attorneys of record and the unrepresented Plaintiffs are **ORDERED** to confer informally and in good faith as required by Fed. R. Civ. P.

---

<sup>1</sup> The Court directs all unrepresented parties to the Guide for *Pro Se* Litigants on the Court's website at: <http://www.ohsd.uscourts.gov/forms/fedbar4.pdf>.

<sup>2</sup> The Dayton General Order No. 13-01 concerning assignment and reference can be found at: <http://www.ohsd.uscourts.gov/generalorders/Dayton/Gen%20Ord%20DAY%2013-01.pdf>.

26(f). The parties shall also prepare a Rule 26(f) report<sup>3</sup> and file it with the Court 7 days prior to the preliminary pretrial conference, *i.e.*, on or before **August 7, 2014**. The parties are **ADVISED** that failure to confer in good faith or to participate in the preliminary pretrial conference may result in appropriate sanctions, including, but not limited to, dismissal of this action or the entry of default judgment pursuant Fed. R. Civ. P. 16(f) and Fed. R. Civ. P. 37(B)(2)(A).

Unless otherwise agreed in the Rule 26(f) Report, the parties must make disclosures as required by Fed. R. Civ. P. 26(a)(1). These disclosures must be served upon all parties in this case and must **NOT** be filed with the Court. Because Plaintiffs are not represented by an attorney, they do not have access to the electronic filing system and will not receive service electronically via such system. Accordingly, all parties must serve all filings pursuant to Fed. R. Civ. P. 5(b)(1)-(2)(C), and a certificate of service must be attached to all filings representing the date and manner of service.

**IT IS SO ORDERED.**

Date: July 2, 2014

*s/ Michael J. Newman*  
Michael J. Newman  
United States Magistrate Judge

---

<sup>3</sup> A form Rule 26(f) report can be found at: <http://www.ohsd.uscourts.gov/forms/drule26re.pdf>. Other forms, as well as information concerning the Court's pretrial procedures, can be found on the Court's website at [www.ohsd.uscourts.gov](http://www.ohsd.uscourts.gov).