

**IN THE CIRCUIT COURT FOR THE TWENTY-THIRD JUDICIAL CIRCUIT
DE KALB COUNTY, ILLINOIS**

ADMINISTRATIVE ORDER 20-09

Effective June 3, 2020

FILED

JUN 02 2020

Maureen A. Josh
Clerk of the Circuit Court
DeKalb County, Illinois

In re the Resumption of Court Operations

WHEREAS, the Chief Judge of the Twenty-Third Judicial Circuit, Judge Robert Pilmer, by General Order 20-12, entered on April 24, 2020, ordered that the Emergency Preparedness Plans for the Courts of DeKalb and Kendall Counties, previously activated beginning March 28, 2020 remains in effect through the end of business on Tuesday, June 2, 2020; and

WHEREAS, on May 20, 2020, the Supreme Court of Illinois modified its Order of March 17, 2020 allowing each Judicial Circuit to resume operations, whether in person or remotely, according to a schedule to be adopted for each county by the chief judge of each circuit, effective June 1, 2020; and

WHEREAS, on May 27, 2020, the Chief Judge of the 23rd Judicial Circuit, Judge Robert Pilmer, by General Order 20-18, authorized the Presiding Judge of the Twenty-Third Judicial Circuit, DeKalb County, to set forth schedules and proper safety precautions with respect to the resumption of court operations on or after June 1, 2020, with consideration, but not limited to the various factors enumerated by the Supreme Court in its order of May 20, 2020, as well as its Guidelines for Resuming Illinois Judicial Branch Operations during the COVID-19 Pandemic; and

WHEREAS, General Order 20-18 further authorized the Presiding Judge of the Twenty-Third Judicial Circuit, DeKalb County, to enact specific policy and procedures to address their respective judicial facility and cases needs and shall continue to promote the use of remote hearings where appropriate:

IT IS HEREBY ORDERED that effective June 3, 2020, the following procedures are in effect in DeKalb County:

1) **RESUMPTION OF JUDICIAL OPERATIONS** – Effective Jun 3, 2020, DeKalb County Circuit Courts will return to hearing all matters, with the provisions and exceptions set forth below. Attorneys and self-represented litigants should consult the Administrative Order and

other division Administrative Orders to learn about the scheduling and procedures that must be followed.

2) **CRIMINAL JURY TRIALS:** In accordance with General Order 20-17, entered by the Chief Judge of the Twenty-Third Judicial Circuit, Judge Robert Pilmer, on May 22, 2020, criminal jury trials are continued until on or after July 20, 2020. Pursuant to the order of the Illinois Supreme Court, entered on May 20, 2020, and incorporated in General Order 20-17, each trial judge may delay a trial further if the court determines that proper distancing and facilities limitations prevent the trial from proceeding safely and the trial judge finds that such limitations necessitate the delay, and the trial judge makes a record of such findings in any such matter so delayed.

3) **CIVIL JURY TRIALS:** In accordance with General Order 20-17, entered by the Chief Judge of the Twenty-Third Judicial Circuit, Judge Robert Pilmer, on May 22, 2020, civil jury trials will begin no sooner than September 30, 2020.

4) **REDUCED CALL SIZE:** In order to reduce the number of individuals in the courthouse the Court will, to the extent possible, reduce the number of cases scheduled for each court call. Different strategies including, but not limited to, staggered court calls and start times, scheduling remote hearings, and accepting agreed orders.

5) **REPRESENTED PARTIES EXCUSED:** Unless ordered by the judge or directed by their attorney, parties represented by attorneys are strongly discouraged from attending court. Attorneys should advise their clients not to attend court unless their attendance is strictly necessary given the nature of the hearing at issue. **(Please refer to Administrative Orders for Civil and Family Court Proceedings).**

6) **ADDITIONAL PERSONS DISCOURAGED:** Subject to constitutional limitations, entry into the courthouse should be limited to attorneys and named parties. Litigants are strongly discouraged from bringing any other person with them to the courthouse. Individuals appearing in court with litigants may be asked to remain outside of the courthouse due to the number of individuals in the courthouse. Self-represented litigants may be allowed to bring one friend or family member with them into the courthouse.

7) **REMOTE HEARINGS:** The Court will begin increased reliance on remote court and remote hearings. All involved in a case may appear remotely, including the judge, circuit clerk, attorneys, parties, interpreters, and court reporters. Parties should plan to appear as scheduled, to make a timely appearance, and should familiarize themselves with the Zoom platform

(www.zoom.us) and the Illinois Supreme Court Remote Access Policy, effective January 1, 2020, and revised effective June 1, 2020. (www.illinoiscourts.gov).

A “remote hearing” is one that is conducted either telephonically or via a video conferencing system. A “remote hearing” includes, but is not limited to status hearings, briefing schedules, uncontested matters, case management conference, pre-trial conferences, motions, plea agreements and bond calls.

The Circuit Clerk will not schedule remote hearings without first receiving approval from the judge to schedule the matter on his/her court call. At the discretion of the assigned judge, remote hearings may be scheduled pursuant to administrative orders.

8) BENCH WARRANTS AND DEFAULTS: Judges may refrain, under appropriate circumstance, from the issuance of bench warrants or the entry of default judgments. Individual judges may, based upon the nature of the hearing, the case and their call, be more flexible in excusing the appearances of a party or defendant.

9) BOND CALL: All bond calls will continue to be heard remotely with previously established procedures.

10) CHILDREN’S WAITING ROOM: The waiting room will remain closed until further order of the court.

11) LAWYER’S LOUNGE: The lawyer’s lounge will remain closed until further order of the court.

12) COURTROOM SCHEDULES: The following schedule changes are effective **June, 3, 2020**. All schedules **not** modified by this schedule remain in full force and effect.

JUDGE DOHERTY - CR 100 & 230

MONDAY – CR 230

9:00 a.m. – 12:00 p.m. – Traffic and misdemeanor motions and Traffic Ticket Resolution Pilot Program cases.

Motions may be heard at 9:30 a.m., 10:30 a.m. and 11:30 a.m., upon proper notice, with no more than 5 cases per allotted time slot, and in accordance with safe distancing protocols.

TUESDAY – CR 230

9:00 a.m. – 12:00 p.m. - Traffic and misdemeanor motions and Traffic Ticket Resolution Pilot Program cases.

Motions may be heard at 9:30 a.m., 10:30 a.m., and 11:30 a.m., upon proper notice, with not more than 5 cases per allotted time slot, and in accordance with safe distancing protocols.

CR 100

1:30 p.m. – Public Defender Cases – No more than 10 cases

2:30 p.m. – Public Defender Cases – No more than 10 cases

3:30 p.m. – Public Defender Cases – No more than 10 cases

WENDESDAY – CR 100

9:00 a.m. – Small Claims status review – No more than 15 cases

9:30 a.m. – Small Claims status review – No more than 15 cases

10:00 a.m. – Small Claims status review – No more than 15 cases

11:00 a.m. – Small Claims remote status review (Zoom).

1:30 p.m. – Small Claims trials (remote or in person, subject to social distancing protocols).

THURSDAY – CR 100

9:00 a.m.- Foreclosure cases – No more than 10 cases

9:30 a.m. – Foreclosure cases – No more than 10 cases

10:00 a.m. – Foreclosure cases – No more than 10 cases

10:30 a.m. – Foreclosure cases – No more than 10 cases

11:00 a.m. – Foreclosure remote status review (Zoom)

1:30 p.m. – Special Assignments & Foreclosure hearings as schedule by Judge Doherty

FRIDAY – CR 230

9:00 a.m. – 12:00 p.m. - Traffic and misdemeanor motions and Traffic Ticket Resolution Pilot Program cases.

Motions may be heard at 9:30 a.m., 10:30 a.m., and 11:30 a.m., upon proper notice, with not more than 5 cases per allotted time slot, and in accordance with safe distancing protocols

1:30 p.m. – Traffic and misdemeanor bench trials (remote or in person, subject to social distancing protocols).

JUDGE PEDERSEN – CR 200

MONDAY

9:00 a.m. – Family Status call – No more than 10 cases

10:00 a.m.- Family Status call – No more than 10 cases

11:00 a.m. – Motions and Trials

1:30 p.m. – Motions and Hearings, subject to social distancing protocols

TUESDAY

9:00 a.m. – Eviction cases – No more than 7 cases

9:30 a.m. – Eviction cases – No more than 7 cases

10:00 a.m. – Eviction cases – No more than 7 cases

10:30 a.m. – Eviction cases – No more than 7 cases

11:00 a.m. – Eviction trials, subject to social distancing protocols.

1:30 p.m. - SSS Hearings; Motions and Hearings, subject to social distancing protocols.

WEDNESDAY

9: 00 a.m. – State of IL Child Support Cases – no more than 5 cases

9:30 a.m. – State of IL Child Support Cases – no more than 5 cases

10:00 a.m. – State of IL Child Support Cases – no more than 5 cases

10:30 a.m. – State of IL Child Support Cases – no more than 5 cases

11:00 a.m. – Motions and Hearings, subject to social distancing protocols

1:30 p.m. – Remote (Zoom) status hearings (**beginning July 20, 2021**) – no more than 25 cases.

2:30 p.m. – Motions and Trials

THURSDAY

9:00 A.M. – Family Status call – No more than 10 cases

10:00 a.m. – Family Status call – No more than 10 cases

11:00 a.m. Motions and Trials, subject to social distancing protocols

1:30 p.m. – Motions and Hearings, subject to social distancing protocols

FRIDAY

9:00 a.m.- Family Status call – No more than 10 cases

10:00 a.m. – Family Status call – No more than 10 cases

11:00 a.m. – Motions and Trials, subject to social distancing protocols

1:30 p.m. – Remote Status hearings (Zoom), **beginning July 20, 2020**, limited to 25 cases

2:30 p.m. – Motions and Trials, subject to social distancing protocols

JUDGE BUICK – CR 100 & 230

MONDAY – CR 100

9:15 a.m. – Misdemeanor domestic violence cases – No more than 10 cases

10:15 a.m. – Misdemeanor domestic violence cases – No more than 10 cases

11:15 a.m. – Misdemeanor domestic violence cases – No more than 10 cases

1:30 p.m. – Special settings

TUESDAY – CR 100

9:15 a.m. – Misdemeanor domestic violence cases – No more than 10 cases

10:15 a.m. – Misdemeanor domestic violence cases – No more than 10 cases

11:15 a.m. – Misdemeanor domestic violence cases- **Private Attorneys** – No more than
10 cases

CR 230

1: 30 p.m. – Special Settings

WEDNESDAY – CR 230

9:00 a.m. – Juvenile Delinquency cases – No more than 10 cases

10:00 a.m. – Juvenile Delinquency cases – No more than 10 cases

11:00 a.m. – Juvenile Delinquency cases – No more than 10 cases

1:30 p.m. – Juvenile Delinquency cases – No more than 10 cases

2:30 p.m. – Juvenile Delinquency cases – No more than 10 cases

3:30 p.m. – Juvenile Delinquency cases – No more than 10 cases

THURSDAY – CR 100

9:15 a.m. – Felony domestic violence cases – No more than 10 cases

10:15 a.m. – Felony domestic violence cases – No more than 10 cases

11:15 a.m. – Felony domestic violence cases – No more than 10 cases

CR 210

1:30 p.m. – Felony domestic violence cases - **Public Defender – CR 210**

2:30 p.m. – Felony domestic violence cases – **Public Defender – In custody defendants**

3:30 p.m. – Felony domestic violence cases – **Public Defender -**

FRIDAY – CR 230 – Staggered court schedule after initial return date

9:00 a.m. – Orders of Protection – No more than 10 cases

10:00 a.m. – Orders of Protection – No more than 10 cases

11:00 a.m. – Orders of Protection - No more than 10 cases

CR 210

1:30 p.m. – CR 210 Felony domestic violence cases- **Private Attorneys** – No more than 10 cases

2:30 p.m. - Felony domestic violence cases – **In custody**

3:30 p.m. – Felony domestic violence cases – **Private Attorneys** – No more than 10 cases

Note: The court is continuing to look at ways to reduce the number of people in the courtroom, including remote hearings (Zoom) and by agreement waiver of a defendant's appearance.

JUDGE MONTGOMERY – CR 210

MONDAY

9:00 a.m. – Class 4 and Class 3 felony cases – **Public Defender** - No more than 10 cases

10:00 a.m. – Class 4 and Class 3 felony cases – **Private Attorneys** – No more than 10 cases

11:00 a.m. – Class 4 and Class 3 felony cases – **Public Defender** – No more than 10 cases

1:30 p.m. – Class 4 and Class 3 felony cases remote status hearings (Zoom)

2:30 p.m. – Class 4 and Class 3 felony cases **In custody defendants**

TUESDAY

9:00 a.m. – Class 4 and Class 3 felony cases – **Public Defender** - No more than 10 cases

10:00 a.m. – Class 4 and Class 3 felony cases – **Public Defender** – No more than 10 cases

11:00 a.m. – Class 4 and Class 3 felony cases – **Public Defender** – No more than 10 cases

1:30 p.m. – Class 4 and Class 3 felony cases remote status hearings (Zoom)

2:30 p.m. – Class 4 and Class 3 felony cases **In custody defendants**

WEDNESDAY

9:00 a.m. – DUI – **Private Attorneys** – cases that require appearance – No more than 10 cases

10:00 a.m. – DUI - **Private Attorneys** – cases that require appearance – No more than 10 Cases

11:00 a.m. – DUI – Pro se defendants – (admonishments, PD applications, status of attorney) - No more than 10 cases

THURSDAY

9:00 a.m. – DUI – **Public Defender** – cases that require appearance – No more than 10 cases

10:00 a.m. – DUI - **Public Defender** – cases that require appearance – No more than 10 cases

11:00 a.m. – DUI – Pro se defendants (admonishments, PD applications/ status of attorney, and Spanish interpreter cases that require court appearance. – No more than 10 cases

CR 230

1:30 p.m. – DUI – **In custody defendants**

3:30 p.m. – Pleas (remote hearings (Zoom/in person hearings)

FRIDAY

9:00 a.m. – Preliminary Hearings (all felonies) and Class 3&4 Status review – **Private Attorneys** - No more than 10 cases

10:00 a.m. - Preliminary Hearings (all felonies) and Class 3&4 Status review – **Private Attorneys** - No more than 10 cases

10:30 a.m. – Class 3 & Class 4 Arraignments – No more than 10 cases

11:30 a.m. – Class 3 & 4 Arraignments – No more than 10 cases

JUDGE STUCKERT – CR 220

MONDAY

9:00 a.m. – Remote Treatment Court Staffing

11:00 a.m. – Treatment Court (Remote and in person)

1:30 p.m. – Remote Treatment Court Staffing

3:00 p.m. – Treatment Court (Remote and in person)

TUESDAY

8:45 a.m. – Felony status review, pleas – No more than 10 cases

9:45 a.m. – Felony status review, pleas – No more than 10 cases

10:45 a.m. – Felony status review – Remote hearings (Zoom)

1:30 p.m. – Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols.

2:30 p.m. – Felony **In custody defendants**

3:00 p.m. – Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols.

WEDNESDAY

8:45 a.m. – Felony status review, pleas – No more than 10 cases

9:45 a.m. – Felony status review, pleas – No more than 10 cases

10:45 a.m. – Felony status review, pleas – No more than 10 cases

1:30 p.m. – Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols.

2:30 p.m. – Felony **In custody defendants**

3:00 p.m. – Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols.

THURSDAY

8:45 a.m. – Felony status review, pleas – No more than 10 cases

9:45 a.m. – Felony status review, pleas – No more than 10 cases

10:45 a.m. – Felony status review – Remote hearings (Zoom)

1:30 p.m. – Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols.

2:30 p.m. – Felony **In custody defendants**

3:00 p.m. – Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols

FRIDAY

9:00 a.m. – Felony remote status review (Zoom)

1:30 p.m. - Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols.

2:30 p.m. – Felony **In custody defendants**

3:00 p.m. – Contested Motions – Remote hearing (Zoom) or in person, subject to social distancing protocols

JUDGE WALLER – CR 300

MONDAY - FRIDAY

8:45 a.m. – Probate cases - No more than 6 cases

9:00 a.m. – Probate cases No more than 6 cases

9:15 a.m. – All Civil Cases- No more than 6 cases

9:45 a.m. – All Civil Cases – No more than 6 cases

10:15 a.m. – All Civil Cases – No more than 6 cases

10:45 a.m. – All Civil Cases – No more than 6 cases

11:15 a.m. – All Civil Cases – No more than 6 cases

1:30 p.m. Special Settings

FURTHER PROCEDURES:

1. Telephonic status calls shall be used as much as possible for the foreseeable future. Counsel shall coordinate with the court administrator as to dates and times
2. The court will conduct telephonic arguments as much as possible on fully briefed motions. All dates and times are subject to court approval.
3. Remote evidentiary hearings (Zoom) are discretionary with the court pursuant to Supreme Court Rule 241. At This point in time, no remote evidentiary hearings will be held until the court is comfortable that the integrity of the system will be maintained and upheld.
4. All counsel are encouraged to submit agreed orders. Said orders are subject to the court's approval of subsequent dates and times.
5. In person court calls (no more than 10 cases) will be staggered hourly throughout the day beginning at 9:00 a.m. Counsel are encouraged to appear without their clients.

Note: The Court may implement additional procedures to ensure the safety and health of all litigants and counsel as medical protocol is revised and updated.

JUDGE MATEKAITIS – CR 330

MONDAY a.m. and FRIDAY a.m. and p.m. schedule

Juvenile proceedings, including permanency and status hearing will be done remotely (Zoom), but the time slots remain as currently set. All other contested proceedings will be in person.

MONDAY

1:30 p.m. - Family Pre-Trials, Motions and Trials

TUESDAY

9:00 a.m. - Family Status call – No more than 10 cases

10:00 a.m.- Family Status call – No more than 10 cases

Beginning July 20, 2020

9:00 a.m. - Family Pre-Trials, Motions and Trials

1:30 p.m. – Remote (Zoom) status hearings – no more than 25 cases.

WEDNESDAY

9:00 a.m. - Family Status call – No more than 10 cases

10:00 a.m.- Family Status call – No more than 10 cases

Beginning July 20, 2020

9:00 a.m. – Family Special Settings

1:30 p.m. – Family Pre-Trials, Motions and Trials

THURSDAY

9:00 a.m. - Family Status call – No more than 10 cases

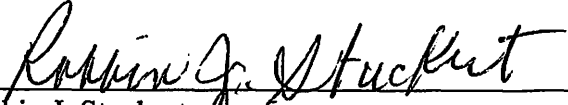
10:00 a.m.- Family Status call – No more than 10 cases

Beginning July 20, 2020

9:00 a.m. – Family Pre-Trials, Motions and Trials

1:30 p.m. – Remote (Zoom) status hearings – no more than 25 cases.

Note: All in person Default Prove-up proceedings and all remote (Zoom) prove-up proceedings will be as scheduled through the Court Administrator.


Robbin J. Stuckert,
Presiding Judge of DeKalb County Circuit Court

Entered: June 2, 2020