

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
THIRD MUNICIPAL DISTRICT**

**ADMINISTRATIVE ORDER 2020-15
REGARDING PRE-TRIAL CONFERENCES IN PARENTAGE CASES**

SUBJECT: Direct Procedures for email scheduling remote pre-trial/case management via telephonic or *Zoom* conference without filing a motion

DATE: During Reduction in Court Hours Amid COVID 19

IT IS HEREBY ORDERED that:

1. On a temporary basis, attorneys with matters properly pending before this court may schedule a remote pre-trial/case management telephonic or *Zoom* conference directly with Judge Colleen Reardon Daly, Calendar 83 via this email address:

ccc.d3parentage@cookcountyl.gov

2. As a preliminary matter, both parties must be currently represented by counsel and discovery should be mostly completed.
3. As long as the matter is already currently pending before Calendar 83 no motion is required to be filed in order to schedule a conference with the judge.
4. The following procedure shall be followed:
 - By agreement counsel, with the other counsel copied on the email, will email the court at **ccc.d3parentage@cookcountyl.gov** an initial request for a *Zoom* or telephonic conference. The email shall contain the case name, case number, pre-trial/case management issue(s), and requested date(s) and time(s) of conference.
 - The judge will respond to the email in order to confirm (or re-schedule) *Zoom* or telephonic conference date and time.
 - If conference is via *Zoom* the judge shall host the conference, sending invites via email immediately prior to the pre-trial/case management to all counsel of record.
 - If conference is to be telephonic one attorney shall provide a conference call in number with access code to the judge and all counsel of record, or a method for counsel and the judge to speak together in a phone conference.

- Attorney(s) shall email courtesy copies to the judge at least 24 hours prior to the pre-trial.
- No parties shall be present during either the *Zoom* or telephonic conference and the conference shall not be saved.
- All counsel of record shall be copied on every email communication with the judge.
- The court may make recommendations after the pre-trial. Should an agreed order result from such recommendations, the attorneys shall have the order entered pursuant to the procedure set forth in General Order 2020-07 (temporary agreed orders) or General Order 2020-12 (final agreed orders).
- The case will remain on the call for calendar 83 unless the agreed order specifically says "off call."
- All other matters shall be scheduled in accordance with the General Orders recently entered by the Presiding Judge.

DATED: April 13, 2020

ENTERED:



JILL C. MARISIE

Presiding Judge

Third Municipal District

