

APR 01 2020

Circuit Court – 1521

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
DOMESTIC RELATIONS DIVISION

GENERAL ORDER: 2020 D 14

SUBJECT: Procedure for setting hearings/pre-trial conferences in response to General Administrative Order No. 2020-01

EFFECTIVE IMMEDIATELY IT IS HEREBY ORDERED THAT:

On a temporary basis, during such time as court operations are reduced pursuant to General Administrative Order No. 2020-01 (or such subsequent orders executed by the Chief Judge of the Circuit Court of Cook County), the court may *sua sponte* in its discretion set a matter for pretrial conference, case management conference, or a hearing,¹ or a party to the case or counsel of record may request as follows:

- A. That their matter be set for a pretrial conference, case management conference, or a hearing by filing a motion with the Clerk of the Circuit Court of Cook County.
- B. The movant shall submit their formal request to have their matter(s) set for a pretrial conference, case management conference, or a hearing to the Circuit Court via e-mail transmission with all counsel of record or self-represented parties included as recipients of the e-mail to the following individuals at the date that time to reply expires:
 1. the Court Coordinator for any judge who maintains an individual calendar, or
 2. the Court Coordinator for the applicable judicial team, or
 3. the Division Administrator for any judge who does not have a Court Coordinator, or;
 4. any other method directed by the judge assigned to the matter.²
- C. Upon submission of a formal request to have their matter(s) set for a pretrial conference, case management conference, or a hearing the motion shall be taken under advisement by the regularly assigned calendar judge.
- D. The Court shall, through its staff, communicate whether it shall conduct a remote pretrial conference, case management conference, or hearing, designating the manner, date and time or whether it shall defer the matter to a date when the Court returns to full operations. The cost of securing any conference line or video-conference platform shall be borne by the party requesting the setting of the proceeding subject to reallocation at trial.

¹ Unless otherwise ordered by the Court, no matter shall be set for hearing unless it has been fully briefed pursuant to a court-ordered briefing schedule (unless a party waives their right to file a response or reply pursuant thereto), and any request to set a matter for hearing must (1) identify the court order or General Order that set the briefing schedule and (2) clarify the number of days remaining to file any responses pursuant thereto. If a movant wishes to set a matter for hearing that does not already have a court-ordered briefing schedule, then the terms of General Order 2020 D 13 shall apply.

² A list of contact information for all Court Coordinators and the Division Administrator is attached.

- E. All formal requests to have matter(s) set for a pretrial conference, case management conference, or a hearing by the Circuit Court submitted by email shall contain the email address and contact telephone number of each counsel of record in the cause or the self-represented parties.
- F. All email submissions concerning formal requests to have matter(s) set for a pretrial conference, case management conference, or a hearing by the Circuit Court submitted by email shall use the title: "Request to Set Pretrial Conference/Case Management Conference/Hearing", Case Number, and Calendar Number.

e.g., "Request to Set Pretrial Conference/Case Management Conference/Hearing";
Case No. 2020 D 1234; Calendar 01.


- G. Unless otherwise ordered by the Court, if the Court elects to conduct a remote pretrial conference, case management conference, or hearing, then the movant shall submit all pleadings, motions, responses, replies, and relevant exhibits to the Court by email to the person designated Paragraph B no less than 7 days before the pretrial conference, case management conference, or hearing. The title of the email shall designate the type of remote proceeding, the date chosen by the Court, the Case Number, and the Calendar Number.

e.g., "Matters set for Pretrial Conference on April 15, 2020; Case No. 2020 D 1234;
Calendar 01."

H.

Dated the 15th day of April 2020. This Order shall be spread upon the records of this Court and published.

ENTERED:


HON. GRACE G. DICKLER
Presiding Judge
Domestic Relations Division

DOMESTIC RELATIONS DIVISION

| Courtroom | Calendar | Judge | Courtroom | Calendar | Judge |
|-----------|----------|-------|-----------|----------|-------|
|-----------|----------|-------|-----------|----------|-------|

| | | |
|---|---|------------------|
| 1905 | 1 | Grace G. Dickler |
| Secretary: Patricia Kelly (patricia.kelly@cookcountyil.gov) | | |

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|---|--|--|
| Division Administrator: Nairee Hagopian nairee.hagopian@cookcountyil.gov | | |
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Teams

| TEAM "C" | | |
|---|-----|---|
| 1605 | "C" | William Stewart Boyd, AJ (Preliminary Judge) |
| CL11 | 31 | James Shapiro (CJ) |
| 1508 | 32 | Gregory Ahern, (AJ) |
| 2103A | 33 | D. Renee Jackson, CJ |
| 1601 | 34 | Dominique Ross, CJ |
| 2805 | 35 | Renee Goldfarb, AJ |
| Coordinator: Karl Simpson (karl.simpson@cookcountyil.gov) | | |

| TEAM "D" | | |
|---|-----|--|
| 1602 | "D" | Edward Arce, CJ (Preliminary Judge) |
| 1908 | 41 | Elizabeth Loreda Rivera, AJ |
| 2807 | 42 | Lionel Jean-Baptiste, CJ |
| CL12 | 43 | Marita C. Sullivan, AJ |
| CL02 | 44 | Myron F. Mackoff, AJ |
| CL06 | 45 | Daniel Trevino, AJ |
| Coordinator: Maria Marich (maria.marich@cookcountyil.gov) | | |

| TEAM "E" | | |
|--|-----|---|
| 1603 | "E" | Debra Walker, CJ (Preliminary Judge) |
| 1901 | 51 | Ellen Flannigan, CJ |
| CL09 | 52 | Michael A. Forti, CJ |
| CL08 | 53 | William Yu, AJ |
| CL04 | 54 | Lori Rosen, AJ |
| 1603A | 55 | Diana Rosario, CJ |
| Coordinator: Gwen Brown (gwendolyn.brown@cookcountyil.gov) | | |

| Expedited Hearing Calendar | | | Admin. Cal. |
|---|----|---|-------------|
| Contact: nairee.hagopian@cookcountyil.gov | | | |
| 1601A | 73 | Andrea M. Schleifer, CJ | |
| 1903 | 74 | Timothy Murphy, CJ (312-603-3025) | |
| 1901A | 75 | Patrick J. Powers, CJ (312-603-3025) | |

Individual Calendars

| | | |
|---|----|--------------------------------|
| 3004 | 61 | David Haracz, AJ |
| Coordinator: Debbie Luce (deborah.luce@cookcountyil.gov) | | |
| 3010 | 62 | Regina Scannicchio, CJ |
| Coordinator: Jaime Barcas (jaime.barcas@cookcountyil.gov) | | |
| 2002 | 63 | Matthew Link, CJ |
| Coordinator: Roxanne DeJulius (roxanne.dejulius@cookcountyil.gov) | | |
| 3002 | 64 | Jeanne Cleveland Bernstein, CJ |
| Coordinator: Gabriela Robles (gabriela.robles@cookcountyil.gov) | | |
| 1902 | 21 | Karen J. Bowes, AJ |
| Coordinator: Elenora Porter (eleanora.porter@cookcountyil.gov) | | |
| 3007 | 22 | Naomi Schuster, AJ |
| Temp. Coordinator: (roxanne.dejulius@cookcountyil.gov) | | |
| 2108 | 23 | Robert W. Johnson, AJ |
| Coordinator: Kaye Mason (kaye.mason@cookcountyil.gov) | | |
| 1608 | 24 | John T. Carr, AJ |
| Coordinator: Terry Bright (terry.bright@cookcountyil.gov) | | |

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|--|----|---------------------------|
| 3003 | 11 | Mary S. Trew, AJ |
| Temp. Coordinator: (roxanne.dejulius@cookcountyil.gov) | | |
| 3005 | 89 | Mark Lopez, AJ |
| Coordinator: Beatriz Garcia (beatriz.garcia@cookcountyil.gov) | | |
| 3008 | 94 | Abbey Fishman Romanek, CJ |
| Coordinator: Joanne Cepek (joanne.cepek@cookcountyil.gov) | | |
| 1506 | 95 | Jean M. Cocozza, AJ |
| Coordinator: Kim G. Wilson (kimberly.wilson1@cookcountyil.gov) | | |
| 3006 | 97 | Maritza Martinez, CJ |
| Coordinator: Nancy Houston (nancy.houston@cookcountyil.gov) | | |
| 3001 | 98 | James L. Kaplan, AJ |
| Coordinator: Grace Gibson (grace.gibson@cookcountyil.gov) | | |
| 3009 | 99 | Pamela Loza, CJ |
| Coordinator: Sandy Staschke (sandra.staschke@cookcountyil.gov) | | |

Outside Districts

| District 2 - Skokie | | | Admin. Cal. |
|---|-----|---|-------------|
| 203 | "V" | Jeanne Reynolds, AJ | 82 |
| Coordinator: Karen De Gustino (karen.degustino@cookcountyil.gov) | | | |
| District 3 - Rolling Meadows | | | Admin. Cal. |
| 106 | "W" | Rossana Fernandez, CJ (Even # Cases) | |
| Temp. Coordinator: (kaye.mason@cookcountyil.gov) | | | |
| 105 | "G" | Thomas J. Kelley, CJ (Odd # Cases) | |
| Coordinator: Shannon DePersia (shannon.depersia@cookcountyil.gov) | | | |

| District 4 - Maywood | | | Admin. Cal. |
|--|-----|--|-------------|
| 201 | "X" | Judith Rice, CJ | 84 |
| Coordinator: LaShanda O'Quinn (lashanda.oquinn@cookcountyil.gov) | | | |
| District 5 - Bridgeview | | | Admin. Cal. |
| 106 | "Y" | Joan M. Kubalanza, AJ | 85 |
| Coordinator: Kimberly S. Wilson (kimberly.wilson@cookcountyil.gov) | | | |
| District 6 - Markham | | | Admin. Cal. |
| 202 | "Z" | Bonita, Coleman, CJ (Even # Cases) | |
| Coordinator: Krista Carlson (krista.carlson@cookcountyil.gov) | | | |
| 210 | "H" | Sharon O. Johnson, CJ (Odd # Cases) | |
| Coordinator: Cathy Mc Donald (cathy.mcdonald@cookcountyil.gov) | | | |