

STATE OF ILLINOIS )  
NINETEENTH JUDICIAL CIRCUIT )  
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## ADMINISTRATIVE ORDER 22-10

NINETEENTH JUDICIAL CIRCUIT  
CIRCUIT COURT OF LAKE COUNTY

## **RESUMPTION OF ALL COURT OPERATIONS**

The Chief Judge of the 19<sup>th</sup> Judicial Circuit has conferred with the Lake County Health Department regarding social distancing and the current local conditions concerning COVID-19 and variants in Lake County. While the 19<sup>th</sup> Judicial Circuit will continue to closely monitor the metrics and Lake County Health Department guidance regarding COVID-19 and variants, and may issue further Orders regarding court operations;

It is in the best interest of the general public, judges and court employees, and pursuant to Supreme Court Rule 21(b) and the Court's inherent authority, to resume pre-pandemic court operations in the Lake County Courthouse and Criminal Tower, the Depke Juvenile Justice Center, Arbitration Center, and Branch Courts in order to provide increased access to the Courts and to address delays caused by the COVID-19 pandemic.

**IT IS THEREFORE ORDERED:**

- a. **Administrative Orders**, 21-11, 21-12- 21-13, 21-14, 21-16, 21-21, and 20-45 are hereby vacated.
- b. **Remote Hearings.** IT IS FURTHER ORDERED that a Zoom Meeting ID, Password and Link for all court calls will be listed by courtroom, date and time at:  
[Remote Court Hearings \(Zoom\) | 19th Judicial Circuit Court, IL \(state.il.us\)](#).  
There will be a single Zoom ID, Password and Link for each morning or afternoon court session.
- c. **Business Attire.** For court appearances, whether in-person or remotely on Zoom, attorneys and litigants shall dress in appropriate business attire.
- d. **Court Schedules.** The following schedules will be in place **effective May 9, 2022.**

## 1. ALL DIVISIONS

- a. **Remote/In-Person Hearings.** The rules below are intended to act as general guidelines and each judge shall retain discretion to make exceptions to the rules.
- b. **Jury Trials.** All jury trials will be heard in-person.
- c. **Courtroom Emails.** The Clerk shall maintain the email accounts associated with each courtroom. The email accounts are only to be used when ordered by the Court or when in compliance with an administrative or standing order.
- d. **Agreed Orders.** Proposed agreed orders may be submitted to the assigned judge's courtroom email but a judge may choose to require the appearance of the parties before the order is signed. The clerk will contact the parties in the event an appearance is necessary. However, agreed orders which include a trial continuance require an appearance in court, either in-person or remotely on Zoom. The assigned judge has the discretion to require such appearances to be in-person.
- e. **Standing Orders.** In addition to the rules set forth below, refer to individual judges Standing Orders for additional instruction and courtroom procedures.

## 2. CIVIL DIVISION

- a. **Uncontested Matters.** For all uncontested matters, including presentment of motions, status settings and progress calls, attorneys and self-represented litigants have the option to appear either in-person or remotely on Zoom.
- b. **Notices of Motion.** Notices of motion must contain the following language. "Parties wishing to attend the presentment of this motion may appear in-person in the courtroom or may attend remotely on Zoom video and telephone conferencing. A Zoom Meeting ID, Password and Link for this court call will be listed by courtroom, date and time at:  
<https://19thcircuitcourt.state.il.us/2163/Remote-Court-Hearings.>"
- c. **Contested Motions.** Contested motions may be heard in-person or remotely on Zoom, at the discretion of the assigned judge.
- d. **Pre-Trial Settlement Conferences.** Settlement conferences may be held either in-person or remotely on Zoom, at the discretion of the assigned judge. Final pre-trial conferences will be heard in-person.
- e. **Trials, Arbitrations, and Evidentiary Hearings.** Trials, arbitrations, and evidentiary hearings will be conducted in-person, although the trial judge, in his or her discretion, may allow witnesses to testify remotely on Zoom.

**f. Probate Courtroom.**

- Remote hearing methods established for opening and closing estates, and other matters should follow procedures set forth in the courtroom's Standing Order. [http://19thcircuitcourt.state.il.us/2104/Judge-Elizabeth-M-Rochford](http://19thcircircuitcourt.state.il.us/2104/Judge-Elizabeth-M-Rochford)
- All uncontested matters, including presentment of motions, status settings and progress call, will be conducted remotely on Zoom.
- All contested motions, the parties may, by agreement, choose to appear in-person or remotely on Zoom. In the event the parties cannot agree, the appearance in-person or remotely on Zoom will be in the judge's discretion.
- Settlement conferences may be held either in-person, or remotely on Zoom, at the discretion of the judge.
- Trials and evidentiary hearings will be conducted in-person, although the trial judge, in his or her discretion, may allow witnesses to testify remotely on Zoom.

**3. FAMILY DIVISION**

**a. Uncontested Matters.** All uncontested matters, including presentment of motions, status settings and progress calls, will be conducted remotely on Zoom on the 9:00 a.m. court calls. Minor contested matters may proceed remotely at the discretion of the judge.

**b. Notices of Motion.** Notices of motion must contain the following language. "Parties wishing to attend the presentment of this motion may appear in-person in the courtroom or may attend remotely on Zoom video and telephone conferencing. A Zoom Meeting ID, Password and Link for this court call will be listed by courtroom, date and time at: <https://19thcircuitcourt.state.il.us/2163/Remote-Court-Hearings.>"

**c. Contested Matters.** Major contested motions will be conducted in-person on the 1:30 p.m. court calls, although the judge, in his or her discretion, may schedule by court order the matter remotely.

**d. Pre-Trial Settlement Conferences.** Settlement conferences will be held remotely on Zoom, although the judge, in his or her discretion, may schedule by court order in-person conferences.

**e. Trials and Evidentiary Hearings.** Trials and evidentiary hearings will be conducted in-person, although the trial judge, in his or her discretion, may allow witnesses to testify remotely on Zoom.

**f. Self-Represented Litigant Call.** All matters will be held remotely on Zoom. Certain matters may be heard in-person at the discretion of the judge and pursuant to court order.

**g. Prove-up/ Child Support Call.**

- Prove-up hearings will be held remotely on Zoom. Certain matters may be heard in-person at the discretion of the judge and pursuant to court order.
- The child support call will be heard in-person or remotely on Zoom unless otherwise ordered by the Court.

**4. CRIMINAL DIVISION**

**a. Felony / Misdemeanor Division.** All matters will be heard in-person. Upon good cause shown and at the discretion of the Court the following matters may be held remotely on Zoom.

- Arraignments, case management dates, continuances, and guilty pleas may be heard in-person or remotely on Zoom as ordered by the Court.
- All motions, hearings, and sentencing hearings will be conducted in-person.
- Discharge hearings and mental health proceedings will be heard in-person, although the judge, in his or her discretion, may allow witnesses to testify remotely on Zoom as ordered by the Court.

**b. Domestic Violence.** All status, arraignments, and pre-trials will be heard in-person or remotely on Zoom as ordered by the Court. Trials and hearings will be held in-person.

**c. Orders of Protection.** Emergency and plenary hearings will be held in-person. Status of service calls will be held remotely on Zoom. The Judge in his/her discretion, may specially set a plenary hearing to be heard remotely on Zoom.

**d. Bond Court.** Bond court matters will be heard in-person or remotely on Zoom. Prior to the initial hearing, the Lake County Public Defender's Office will be appointed to represent the defendant unless represented by private counsel or the defendant fails to appear. This appointment may be reviewed by the Court at a future date.

**e. Branch Court.** All appearances, hearings and trials will be in-person or remotely on Zoom, although the judge, in his or her discretion, pursuant to court order may require in-person hearings.

**f. Specialty Courts** (Drug Court, TIM Court, VTAC STOP & APP). All matters will be heard in-person. Fitness status dates will be conducted remotely on Zoom for all in-custody, outpatient restoration, and DHS defendants. Fitness and Discharge hearings will be in-person, although the judge, in his or her discretion, may allow witnesses to testify remotely on Zoom.

**g. Expungements/Sealing.** Hearings on Petitions for Expungements or Sealing will be heard remotely on Zoom, although the judge, in his or her discretion, pursuant to court order may require in-person hearings.

**h. Notices of Motion.** Notices of motion shall contain language indicating whether the appearance is in person or over zoom pursuant to the court's standing orders. If noticed for zoom the notice shall contain language stating "Parties shall attend the presentment of this motion remotely on Zoom video " and a Zoom Meeting ID, Password and Link for the court call will be listed by courtroom, date and time at:

<https://19thcircuitcourt.state.il.us/2163/Remote-Court-Hearings>

## **5. RESTORATIVE JUSTICE DIVISION.**

**a. Specialty Courts** (Drug Court, TIM Court, VTAC STOP & APP). All matters will be heard in-person. Fitness status dates will be conducted remotely on Zoom for all in-custody, outpatient restoration, and DHS defendants. Fitness and Discharge hearings will be in-person, although the judge, in his or her discretion, may allow witnesses to testify remotely on Zoom.

**b. Mental Health Court.** Discharge hearings and mental health proceedings will be heard in-person, although the judge, in his or her discretion, may allow witnesses to testify remotely on Zoom as ordered by the Court.

**c. Juvenile.**

**i. Notice.** In every summons or petition, the State's Attorney shall provide notice whether the appearance is in person or over Zoom and the appropriate Notice of Rights. In every change of date notice, the Circuit Clerk shall provide notice of whether the appearance is in person or over Zoom and the appropriate Notice of Rights.

**ii. Delinquency**

- Prior to the initial hearing, the Lake County Public Defender's Office will be appointed to represent the minor unless represented by private counsel or the minor fails to appear. This appointment may be reviewed by the Court at a future date.
- Case management dates, continuances, review hearings and pleas may be heard in-person or remotely on Zoom as ordered by the Court. motions, Detention Hearings, hearings, sentencing hearings, and bench trials will be conducted in-person, although the judge, in his or her discretion, may conduct the hearing remotely on Zoom.

**iii. Abuse and Neglect**

- Upon the filing of a Juvenile Abuse and Neglect Petition, a Guardian ad Litem will be appointed to represent the minor(s) prior to the initial hearing until further order of court. Additionally, the Lake County Public Defender's Office will be appointed to represent the mother and any legal guardian unless represented by private counsel or fails to appear.

- Shelter Care Hearings and Trials shall be in-person, although the judge, in his or her discretion, may allow witnesses to testify remotely on Zoom.
- All other motions, case management dates, permanency hearings, review hearings, and continuances may be in-person or remotely on Zoom at the discretion of the Court.

6. **WEDDINGS.** Weddings will be performed by a judge either in-person or remotely on Zoom and at discretion of the wedding parties. Parties wishing to be married by a judge should follow the revised instructions.  
[Marriage-Instructions-Effective-June-2021 \(state.il.us\)](https://state.il.us/)

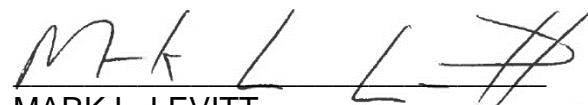
7. **WILLIAM D. BLOCK LAW LIBRARY & CENTER FOR SELF-REPRESENTATION.** The law library and Center for Self-Representation will be open to the public during regular business hours. The law library will continue to serve litigants needing assistance to access their court hearing remotely.

8. **BANKRUPTCY/WORKERS' COMPENSATION.** Bankruptcy hearings will not be conducted at the Lake County Courthouse until further order of the Bankruptcy Court. The Workers' Compensation matters heard at the Lake County Courthouse will be heard per the schedule determined by the Illinois Worker's Compensation Commission.

9. **KIDS KORNER.** Kids Korner is open and will resume all activities.

Dated this 25<sup>th</sup> day of April, 2022.

ENTERED:



MARK L. LEVITT,  
Chief Judge