

FILED

STATE OF ILLINOIS )  
NINETEENTH JUDICIAL CIRCUIT ) SS

MAR 22 2024

*Zena Cartwright Weinstein*  
CIRCUIT CLERK

ADMINISTRATIVE ORDER NO. 24-06

NINETEENTH JUDICIAL CIRCUIT  
CIRCUIT COURT OF LAKE COUNTY

**REASSIGNMENT GUIDELINES - SUBSTITUTION OF JUDGE AND RECUSAL**

WHEREAS, pursuant to the general administrative authority of the Chief Judge of the Nineteenth Judicial Circuit Court, Lake County, Illinois, provided by Article 6, Section 7(c) of the Illinois Constitution of 1970, Illinois Supreme Court Rule 21(b), and Local Court Rule 1-1.14 to assign cases,

IT IS HEREBY ORDERED that Administrative Order 02-20 is hereby vacated; and

IT IS FURTHER ORDERED that upon the filing of a case, the Clerk of the Circuit Court (Clerk) shall ascertain whether the randomly assigned judge has a standing recusal order, and if so, the Clerk shall reassign the case pursuant to the attached chart; and

IT IS FURTHER ORDERED that upon the filing of a civil case, the Clerk shall confirm that the date on the summons submitted with the filing is an available court date for the assigned judge; and

IT IS FURTHER ORDERED that, if the summons reflects an incorrect judge or an unavailable court date for the assigned judge, the Clerk shall inform the filer of the correct judge and an available return date and require the filer to submit a new summons with the correct judge, courtroom, and return date; and

IT IS FURTHER ORDERED that hearings on motions for substitution of judge for cause shall be heard by the presiding judge of the division. If the presiding judge is unable to hear the motion, the case shall be sent to the Chief Judge for further assignment or hearing; and

IT IS FURTHER ORDERED that if a motion for substitution of judge is granted, the Clerk shall reassign the case pursuant to the attached chart, or as otherwise ordered by the Court.

DATED this 22<sup>nd</sup> day of March, 2024.

ENTERED:

*Daniel Shanes*  
DANIEL B. SHANES,  
Chief Judge

## Substitution of Judge/Recusal Reassignment Guidelines

March 2024

Law Division Cases	Randomly Assigned to other Law Division Judges	Presiding Judge
Arbitration Rejection Jury Cases	Randomly Assigned to other Law Division Judges	Presiding Judge
Probate and Arbitrations	Randomly Assigned to other Law Division Judges	Presiding Judge
Chancery and Foreclosure	Judge Assigned to Other Chancery Courtroom	Arbitration/Chancery Backup Judge
Evictions/TX	Judge Assigned to Small Claims	Presiding Judge
Small Claims	Judge Assigned to other Evictions/TX	Presiding Judge
Felony	Randomly Assigned to other Felony Division Judges	Presiding Judge
Misdemeanor, DUI, Mental Health	Randomly Assigned to other Misdemeanor Division Judges	Presiding Judge
Domestic Violence	Randomly Assigned to other Misdemeanor Division Judges	Presiding Judge
Branch Courts	Assigned to the Misdemeanor/DUI courtroom for the municipality affected	Presiding Judge
Family Division Cases Including Child Support and Adoption	Randomly Assigned to other Family Division Judges	Presiding Judge
Juvenile and Adoption (DCFS)	Judge Assigned to Other Juvenile Courtroom	Presiding Judge