

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

ADMINISTRATIVE ORDER: 2020 D 10

SUBJECT: Oral Prove Up Guideline in Response to General Administrative Order No. 2020-01 (as amended May 28, 2020)

EFFECTIVE IMMEDIATELY, IT IS HEREBY ORDERED THAT:

1. This order applies to and clarifies Local Rule 13.5 during the current reduction of in person Court operations pursuant to General Administrative Order No. 2020-01 (as amended May 28, 2020) and the authority granted to the Court under Supreme Court of Illinois M.R. 30370.
2. 750 ILCS 5/502 provides in relevant part that agreements of the parties “must be in writing, except for good cause shown with the approval of the court, before proceeding to an oral prove up.”
3. Parties may proceed to have their uncontested final matters, commonly referred to as “prove ups” conducted remotely. In order to proceed with a remote-means prove up, the parties must submit all documents required presently under Local Rule 13.5¹ (hereinafter “Required Documents”) and in addition, an agreed order signed by both parties agreeing to the prove up being effectuated remotely (hereinafter a “PAO”).
4. The PAO and all other Required Documents shall be submitted to the Court via e-mail² transmission by either party with all counsel of record or parties (if not represented) included as recipients of the e-mail to:
 - i. the Court Coordinator for any judge who maintains an individual calendar, or
 - ii. the Court Coordinator for the applicable judicial team, or
 - iii. the Division Administrator for any judge who does not have a Court Coordinator, or
 - iv. any other method directed by the judge assigned to the matter.

The PAO shall set forth a requested date and time for the Prove Up to occur and it shall be the responsibility of any party requesting a remote oral prove up to specify in the PAO the telephonic or other audio transmitting means by which the Prove Up is proposed to occur (i.e., a conference call or Skype).

¹ A list of all Required Documents is available here: <https://tinyurl.com/DRDProveUpCheckList>

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

5. Within 48 hours of receipt, the Court Coordinator or Division Administrator shall notify the parties and all counsel of record whether the proposed date, time, and method for the oral Prove Up have been approved by the Court or what new date, time, and method will be employed instead.

In the case of a judicial team, the Court Coordinator will also notify the parties and all counsel of record of the Judge whose Prove Up date corresponds with the date requested.

6. The PAO shall be physically signed by both the Petitioner and the Respondent in the uncontested final matter (counsel signature is not sufficient) and shall provide, at a minimum, written acknowledgement by the signatories of the PAO that they attest and agree to have the final oral prove up in their cause heard remotely. The PAO may be executed in counter-parts (i.e. Petitioner signs one, Respondent signs another, and both are submitted to the Court with the other's signature left blank).
7. The cost of securing any telephonic conference line or other means of multi-party audio transmission for the remote prove up, if any, shall be borne by the party requesting the remote prove up.

Dated the 28 day of May 2020. This Order shall be spread upon the records of this Court and published. This Order replaces Administrative Order 2020 D 10 which was entered March 19, 2020.

ENTERED:

S/Judge Grace G. Dickler, #1521

HON. GRACE G. DICKLER
Presiding Judge, Domestic Relations Division

DOMESTIC RELATIONS DIVISION

Courtroom	Calendar	Judge		Courtroom	Calendar	Judge
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1905	1	Grace G. Dickler
Secretary: Patricia Kelly (patricia.kelly@cookcountyil.gov)		

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
CLO2	44	Myron F. Mackoff, AJ
CLO6	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 (312-603-3025)	
1903	74	Timothy Murphy, CJ (312-603-3025)	
1901A	75	Patrick J. Powers, CJ (312-603-3025)	

Individual Calendars

3004	61	David Haracz, AJ - 312-603-4605 Coordinator: Debbie Luce (deborah.luce@cookcountyil.gov)
3010	62	Regina Scannicchio, CJ - 312-603-4894 Coordinator: Jaime Barcas (jaime.barcas@cookcountyil.gov)
2002	63	Matthew Link, CJ - 312-603-5913 Coordinator: Roxanne DeJulius (roxanne.dejulius@cookcountyil.gov)
3002	64	Jeanne Cleveland Bernstein, CJ - 312-603-6667 Coordinator: Gabriela Robles (gabriela.robles@cookcountyil.gov)
1902	21	Karen J. Bowes, AJ - 312-603-5921 Coordinator: Elenora Porter (eleanora.porter@cookcountyil.gov)
3007	22	Naomi Schuster, AJ - 312-603-5018 Temp. Coordinator: (deborah.piraino@cookcountyil.gov)
2108	23	Robert W. Johnson, AJ - 312-603-6024 Coordinator: Kaye Mason (kaye.mason@cookcountyil.gov)
1608	24	John T. Carr, AJ - 312-603-4832 Coordinator: Terry Bright(terry.bright@cookcountyil.gov)

3003	11	Mary S. Trew, AJ - 312-603-5278 Temp. Coordinator: (Patricia.kelly@cookcountyil.gov)
3005	89	Mark Lopez, AJ - 312-603-4726 Coordinator: Beatriz Garcia (beatriz.garcia@cookcountyil.gov)
3008	94	Abbey Fishman Romanek, CJ - 312-603-7503 Coordinator: Joanne Cepek (joanne.cepek@cookcountyil.gov)
1506	95	Jean M. Coccozza, AJ - 312-603-5545 Coordinator: Kim G. Wilson (kimberly.wilson1@cookcountyil.gov)
3006	97	Maritza Martinez, CJ - 312-603-6417 Coordinator: Nancy Houston (nancy.houston@cookcountyil.gov)
3001	98	James L. Kaplan, AJ - 312-603-7957 Coordinator: Grace Gibson (grace.gibson@cookcountyil.gov)
3009	99	Pamela Loza, CJ - 312-603-4279 Coordinator: Sandy Staschke(sandra.staschke@cookcountyil.gov)

Outside Districts

District 2 - Skokie		Admin. Cal.
203	"V"	Jeanne Reynolds, AJ - 847-470-7420 82 Coordinator: Karen De Gustino (karen.degustino@cookcountyil.gov)
District 3 - Rolling Meadows		Admin. Cal.
106	"W"	Rossana Fernandez, CJ - 847-818-2427 (Even # Cases) Temp. Coordinator: (kaye.mason@cookcountyil.gov)
105	"G"	Thomas J. Kelley, CJ - 847-818-2298 (Odd # Cases) Coordinator: Shannon DePersia (shannon.depersia@cookcountyil.gov)

District 4 - Maywood		Admin. Cal.
201	"X"	Judith Rice, CJ - 708-865-4812 84 Coordinator: LaShanda O'Quinn: (lashanda.oquinn@cookcountyil.gov)
District 5 - Bridgeview		Admin. Cal.
106	"Y"	Joan M. Kubalanza, AJ - 708-974-6838 85 Coordinator: Kimberly S. Wilson (kimberly.wilson@cookcountyil.gov)

District 6 - Markham		Admin. Cal.
202	"Z"	Bonita, Coleman, CJ 708-232-4306 Coordinator: Krista Carlson (krista.carlson@cookcountyil.gov)
210	"H"	Sharon O. Johnson, CJ 708-232-4142 Coordinator: Cathy Mc Donald (cathy.mcdonald@cookcountyil.gov)