

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS  
JUVENILE JUSTICE AND CHILD PROTECTION DEPARTMENT  
JUVENILE JUSTICE DIVISION**

**ADMINISTRATIVE SPECIAL ORDER 2020-07**

**RE: JUVENILE JUSTICE CALENDAR ASSIGNMENTS DURING  
RESUMPTION OF COURT OPERATIONS**

**IT IS HEREBY ORDERED THAT: Effective July 20, 2020,** Administrative Special Order 2020-06 is vacated and superseded by this Order.

**IT IS FURTHER ORDERED THAT: Effective July 20, 2020,** and continuing until further order of this Court, the administration of geographical calendar operations at the 1100 S. Hamilton Street location shall proceed in the following manner unless modified by the Court

**I. Remote Calendars**

**A. Court Operations**

1. All matters shall be conducted by videoconferencing to the extent reasonably possible.
2. However, at the discretion of the judge presiding, after consideration of objections offered by the parties, proceedings may be conducted by teleconference, videoconference, in-person or a combination of those means.

**B. Conduct of Proceedings**

1. Calendar proceedings shall be scheduled twice weekly, on Monday through Thursday as determined by the presiding judge.
2. Court Files – Shall be delivered to calendars daily with court calls prepared by the Clerk of the Circuit Court commencing July 20, 2020.

3. Proceedings shall be heard in remote courtrooms 3, 4, and 5 on the north side and 10, 11, 12, and 13 on the south side of the court facility. Additionally, courtrooms 6 and 9 shall operate in conjunction with the Zoom rooms providing access to parents, guardians, non-secure minors and private counsel appearing in videoconferencing and in-person hearings.

C. Nature of Proceedings – The parties shall use their best efforts to insure that the geographic calendars are fully restored to operational capacity. The proceedings may include routine juvenile delinquency matters including but not limited to the following procedures:

Detention Review Requests	Non-custodial Arraignments
Motion to Dismiss	Competency to Stand Trial
Discovery Issues	Permanency Hearings
Rule 402 Conferences	DCFS Status
Guilty Pleas	Bench Trials
Evidentiary Motions	Probation Violations & Terminations

D. Parties

1. Judge Presiding – Shall conduct all aspects of the proceedings from the courtroom and shall serve as videoconferencing host.
2. Counsel – State’s Attorney, Public Defender and Private Counsel shall appear remotely or in their own proper person.
3. Minor-Respondents – Unless ordered by the Judge, personal presence may be waived by counsel for custodial defendants. Presence of parents or family members is limited to one adult.
4. Court Reporters and Interpreters – Shall be available for remote proceedings as they would be for in-person proceedings. Digital Reporters may also cover in-person hearings conducted in remote rooms.

5. Notice – Where a minor’s presence is required in any proceeding the party seeking the minor’s presence has the responsibility to provide notice via email to the Juvenile Temporary Detention Center within 24-hours of the minor’s court appearance. Failure to provide timely notice may result in a delay of the scheduled proceeding. Notice shall be directed to [Diane.McGhee@cookcountyil.gov](mailto:Diane.McGhee@cookcountyil.gov) and [ShaRonda.Hatcher@cookcountyil.gov](mailto:ShaRonda.Hatcher@cookcountyil.gov).

## II. Optional Calendar Operations

- A. Location – In addition to scheduled videoconferencing days, the parties may engage in remote or in-person meetings as determined by the calendar judge. Such proceedings may be held in the courtrooms regularly designated for the calendar judge or any other available location.
- B. Nature of Proceedings – Judges may review pending cases together with any matter that may assist in the resumption of full operational capacity of the court.

## III. Calendar 69 (Arraignment and Detention Call)

- A. Location Changes – Effective Monday, July 20, 2020, Calendar 69 shall revert to courtroom 1, routinely used prior to COVID-19 changes. Courtroom 2 may be used in conjunction providing access to parents, guardians, non-secure minors and private counsel.
- B. Court Operations – will continue the daily schedule of seven days per week commencing at 11:00 a.m.

Entered this 14<sup>th</sup> day of July, 2020 and spread upon the records of this Court.



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Michael P. Toomin  
Presiding Judge  
Juvenile Justice Division