

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

ADMINISTRATIVE ORDER: 2020 D 23 Amended

SUBJECT: Participation in Remote Court-Ordered Evaluations, Amended in Response to General Administrative Order 2020-02

EFFECTIVE IMMEDIATELY, IT IS HEREBY ORDERED THAT:

1. When circumstances dictate, in the interest of health, safety and other considerations, Guardians *Ad Litem* and Evaluators appointed pursuant to 750 ILCS 5/604.10 or Illinois Supreme Court Rule 215 (hereinafter collectively referred to as “Evaluators”) are hereby authorized to conduct remote evaluations, in person evaluations or any combination thereof as circumstances dictate or they deem appropriate. In the event the interviews and/or observations are conducted in person, proper social distancing shall be maintained.
2. The evaluator shall notify, via email, the parties and all counsel of record a proposed start date of the evaluation and the modality or modalities of participation (e.g. Zoom, Doxy, Go To Meeting etc.). The Evaluator shall attach or provide a hyperlink to this Administrative Order within the email.
3. Upon receipt of the email, a party who does not agree that the evaluation modality or modalities are appropriate shall file within three (3) business days an objection stating their reasons. All objections shall be filed with the Clerk of the Circuit Court of Cook County and tendered to the Judge presiding over the case via email, with a copy to all counsel of record or self-represented parties and the evaluator, to either:
 - 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.¹
4. Upon receipt of the objection, all parties and counsel of record shall have three (3) business days to respond. All responses shall be filed with the Clerk of the Circuit Court of Cook County and tendered to the Judge presiding over the case via email, with copy to all counsel of record or self-represented parties and to the court staff person designated in paragraph three (3).
5. Upon receipt of all Objections and Responses, the Judge presiding over the case shall either rule on the pleadings or shall schedule a remote proceeding if the Judge, in his or

¹ A list of contact information for all Court Coordinators and the Division Administrator is attached.

her sole discretion, deems a hearing or oral argument necessary. Court staff shall transmit the Judge's ruling to all counsel of record and self-represented parties within seven (7) days of the expiration of time to respond to objections.

6. If no objections are filed, the remote evaluation shall go forward.
7. The use of auditory and visual modalities (i.e. video conference) is preferable for all remote evaluations. The modalities employed in the evaluation shall be documented in the report to the Court.
 - a. If audio-video conference is not available, for example, because of the lack of accessibility to necessary equipment or broadband by the party to be evaluated, at the evaluator's discretion telephone-only interviews are permissible.
 - i. Any party who alleges that they are unable to participate in an audio-visual remote proceeding due to lack of access to necessary technology or for any other reason must file an Affidavit explaining their limitations.
 - ii. The Affidavit shall be signed and submitted under all of the responsibilities and consequences of Illinois Supreme Court Rule 137 and 735 ILCS 5/2-109. An electronic signature shall suffice.
 - iii. The Affidavit shall be filed with the Clerk of the Circuit Court of Cook County and emailed to the person designated in paragraph three (3), all counsel of record and self-represented parties via email as an exhibit to the person's Objection in accordance with the provisions of paragraph three (3).
 - b. If video conference is available, the evaluator shall use network security and a HIPAA compliant platform.
8. When adults are interviewed remotely, the following guidelines shall apply:
 - a. All interviews shall be strictly private. No other person(s) may be present in the room or be within earshot of the interview. No audio or video recording of the interview by the person being interviewed or on their behalf is permissible. The evaluator shall ascertain to the extent possible the interviewee's compliance, (e.g. a periodic 360-degree camera inspection of the interviewee's room.)
 - b. When possible, minor children should not be present at the same physical location when an adult is interviewed. The interviews could take place, for example, during the other parent's parenting time. If circumstances prevent this and children will be present at the interviewee's location, they should be supervised by another person during the adult's interview(s). Children may not enter the

room during the interview(s). Steps must be taken by the interviewee to ensure that children cannot overhear the interview.

- c. The evaluator should discuss with adult interviewees in advance the matters described in paragraphs 8 (a) and 8 (b) above and should so document in the report to the Court. If the evaluator ascertains that it is not possible to ensure the safeguards in paragraphs 8 (a) and 8 (b), the evaluator should so inform counsel prior to proceeding with the evaluation and should ask for direction from the Court.
9. When children are interviewed or parents and children are observed, the following guidelines shall apply:
- a. When a child is interviewed, reasonable measures shall be taken by the evaluator, parents and caretakers to ensure the child's privacy during the interview.
 - b. Evaluators will be cognizant of the possibility of undue influence on the child when interviewed separately or when the parent and child are observed together, and will take measures to mitigate the effects as much as possible. For example, the evaluator may consider interviewing the child while the child is at each home.
 - c. The choice of modality/modalities, reasons thereof, child's privacy, and adequacy/reliability of the information gathered shall be noted in the report to the Court.
 - d. If the evaluator ascertains that it is not possible to safely and reliably interview the child and/or conduct observation sessions using one of these modalities, the evaluator should inform counsel and ask for direction from the Court.
10. When psychological testing is conducted, the following guidelines shall apply:
- a. Psychological testing shall be conducted via an appropriate telepractice platform while video conferencing so that the Evaluator can observe the evaluated party.
 - b. The Evaluator may also employ a videoconference "shared screen" with the evaluated party.
 - c. The modalities used shall be noted in the report to the Court.
11. If an Evaluator determines that the circumstances in a case prevent the adequate and / or reliable completion of a remote evaluation, the Evaluator will convey that information to counsel before commencing, or as soon as practical upon making that determination, and will seek further guidance from the Court.

12. The cost of the remote proceeding shall be paid by the parties in the same manner as the parties have been ordered to share the fees and costs of the Evaluator's services unless the Judge presiding over the matter orders otherwise.
13. The terms of this Administrative Order shall apply to all evaluations previously ordered but not yet commenced, or not yet completed. It shall apply regardless of whether the evaluations were scheduled before this Order went into effect. For matters scheduled before this Order went into effect, the Evaluator shall send a scheduling letter in accordance with paragraph two (2) as soon as practical after the entry of this Order or within at least 14 days of the scheduled evaluation. Thereafter, the provisions of paragraph three (3) through paragraph five (5) shall apply.
14. Nothing contained in this Administrative Order shall prohibit the Evaluator from making an audio, visual, or written record of the remote proceeding.
15. The Judge presiding over the matter has discretion to enforce, eliminate, or otherwise modify any of the guidelines contained in this Administrative Order.

Dated the 2nd day of July 2020. This Order shall be spread upon the records of this Court and published. This Order replaces Administrative Order 2020 D 23 which was entered May 7, 2020.

ENTERED:

Grace G. Dickler #1521

HON. GRACE G. DICKLER
Presiding Judge
Domestic Relations Division

Contact & Zoom Information for the Domestic Relations Division Remote Court Proceedings

This document provides important contact and Zoom information related to the Circuit Court of Cook County Domestic Relations Division’s remote court proceedings. **FOR PROVE UP INFORMATION ON COURT DATES RECEIVED BY THE CLERK’S OFFICE FOR TEAMS C, D, AND E – SEE LAST 3 PAGES TO OBTAIN INFORMATION ON THE JUDGE ASSIGNMENT AND ZOOM INFORMATION.**

The emails listed below should only be used for scheduling and administrative purposes. Any email containing information relating to the pending issues in a case is not allowed, will not be read and attorneys and self-represented litigants will not receive a response.

In order for a Judge to hear your concerns, you must first file a pleading or motion with the [Clerk of the Circuit Court](#), send a copy to the other party or their attorney, and follow the steps listed in the applicable Administrative Order. You can find all the Domestic Relations Division’s Administrative Orders by going to the [Division’s homepage](#) and clicking on the “COVID” tab.

The Domestic Relations Division’s Rules for Remote Court Proceedings can be found in [Administrative Order 2020 D 21](#). For instructions on how to use Zoom on your smartphone, tablet, or computer, please see [How to Use Zoom](#). You may also call into the Zoom proceeding by dialing the “Dial In Numbers” listed below.

Cal.	Contact Information	Zoom Meeting Information
1	Presiding Judge Grace G. Dickler Secretary: Patricia Kelly Telephone: 312-603-6556 Email: patricia.kelly@cookcountyl.gov	Provided at time of scheduling
Team Calendar Judges		
C	Boyd, Judge William Stewart (Preliminary Judge) Court Coordinator: Karl Simpson Telephone: 312-603-4836 Email: karl.simpson@cookcountyl.gov	Meeting ID: 864 6297 1874 Password: 672037 Dial In Number: 312-626-6799
31	Shapiro, Judge James Court Clerk: Genevieve Barlow Email: james.shapiro@cookcountyl.gov	Meeting ID: 977 7074 1611 Password: 319346 Dial In Number: 312-626-6799
32	Ahern, Judge Gregory Court Coordinator: Karl Simpson Telephone: 312-603-4836 Email: judgeahern1508@gmail.com	Meeting ID: 836 1836 1978 Password: 527306 Dial In Number: 312-626-6799

33	Jackson, Judge D. Renee Court Coordinator: Karl Simpson Telephone: 312-603-4836 Email: karl.simpson@cookcountyil.gov	Meeting ID: 834 7517 2137 Password: 189281 Dial In Number: 312-626-6799
34	Ross, Judge Dominique Court Coordinator: Karl Simpson Telephone: 312-603-4836 Email: judgeross34@gmail.com	Meeting ID: 957 7033 3732 Password: 536935 Dial In Number: 312-626-6799
35	Goldfarb, Judge Renee Court Clerk: Terriann Sneed Email: DRDivOrdersCal35@cookcountycourt.com	Meeting ID: 971 5226 9618 Password: 718655
D	Arce, Judge Edward (Preliminary Judge) Court Coordinator: Maria Marich Telephone: 312-603-4823 Email: maria.marich@cookcountyil.gov	Meeting ID: 960 9699 8034 Password: 169070 Dial In Number: 312-626-6799
41	Rivera, Judge Elizabeth Loreda Court Clerk: Bianca Warner Email: DRDivOrdersCal41@cookcountycourt.com	Meeting ID: 963 4925 3565 Password: 583053 Dial In Number: 312-626-6799
42	Jean-Baptiste, Judge Lionel Court Clerk: Kenneth Davis Email: DRDivordersCal42@cookcountycourt.com	Meeting ID: 993 6826 7248 Password: 793451 Dial In Number: 312-626-6799
43	Sullivan, Judge Marita Court Clerk: Adekemi Adedapo Email: DRDivOrdersCal43@cookcountycourt.com	Meeting ID: 882 3263 6679 Dial In Number: 312-626-6799
44	Mackoff, Judge Myron Court Coordinator: Maria Marich Telephone: 312-603-4823 Email: myron.mackoff@cookcountyil.gov	Meeting ID: 984 1388 9930 Password: 102870 Dial In Number: 312-626-6799
45	Trevino, Judge Daniel Court Clerk: Courtney Cullar Email: DRDivOrdersCal45@cookcountycourt.com	Meeting ID: 989 2324 2770 Password: 932850 Dial In Number: 312-626-6799
E	Walker, Judge Debra (Preliminary Judge) Court Coordinator: Gwendolyn Brown Telephone: 312-603-4839 Email: gwendolyn.brown@cookcountyil.gov	Meeting ID: 967 3909 8755 Password: 266128 Dial In Number: 312-626-6799

51	Flannigan, Judge Ellen Court Coordinator: Gwendolyn Brown Telephone: 312-603-4839 Email: gwendolyn.brown@cookcountyil.gov	Meeting ID: 936 0956 8702 Password: 633440 Dial In Number: 312-626-6799
52	Forti, Judge Michael Court Clerk: Lisa Daniels Email: DRDivOrdersCal52@cookcountycourt.com	Meeting ID: 957 3893 2973 Password: 932385 Dial In Number: 312-626-6799
53	Yu, Judge William Court Clerk: Genevieve Barlow Email: DRDivOrdersCal53@cookcountycourt.com	Meeting ID: 942 3689 5468 Password: 169097 Dial In Number: 312-626-6799
54	Rosen, Judge Lori Court Clerk: Courtney Cullar Courtesy Copies Only: DRD.Calendar54@cookcountyil.gov Questions & Scheduling: DRDivOrdersCal54@cookcountycourt.com	Meeting ID: 914 3656 4382 Password: DRDCal54 Dial In Number: 312-626-6799
55	Rosario, Judge Diana Email: DRDivOrdersCal55@cookcountycourt.com	Meeting ID: 910 2096 6431 Password: 388534 Dial In Number: 312-626-6799
Individual Calendar Judges		
11	Trew, Judge Mary Court Coordinator: Patricia Kelly Telephone: 312-603-6556 Email: patricia.kelly@cookcountyil.gov	Meeting ID: 969 9243 6102 Password: 295575 Dial In Number: 312-626-6799
21	Bowes, Judge Karen Court Coordinator: Eleanora Porter Telephone: 312-603-5921 Email: ccc.drcalendar21@cookcountyil.gov	Meeting ID: 871 9443 3260 Password: 646704 Dial In Number: 312-626-6799 Effective April 5, 2021: Meeting ID: 962 7275 3705 Passcode: 984250 Dial In Number: 312-626-6799
22	Schuster, Judge Naomi Court Coordinator: Deborah Piraino Telephone: 312-603-3025 Email: deborah.piraino@cookcountyil.gov	Meeting ID: 967 3692 6268 Password: 732997 Dial In Number: 312-626-6799

24	Carr, Judge John Court Coordinator: Terry Bright Telephone: 312-603-4832 Email: terry.bright@cookcountyil.gov	Meeting ID: 881 6314 2868 Password: carr Dial In Number: 312-626-6799
23	Johnson, Judge Robert Court Coordinator: Kaye Mason Telephone: 312-603-6024 Email kaye.mason@cookcountyil.gov	Meeting ID: 934 9022 2003 Password: 543296 Dial In Number: 312-626-6799
61	Haracz, Judge David Court Coordinator: Michael Davi Telephone: 312-603-4605 Email: Michael.Davi@cookcountyil.gov	Meeting ID: 856 1034 8684 Dial In Number: 312-626-6799
62	Scannicchio, Judge Regina Court Coordinator: Jaime Barcas Telephone: 312-603-4894 Email: jaime.barcas@cookcountyil.gov	Meeting ID: 932 0108 9277 Password: 3010 Dial In Number: 312-626-6799
63	Link, Judge Matthew Court Coordinator: Roxanne DeJulius Telephone: 312-603-5913 Email: roxanne.dejulius@cookcountyil.gov	Meeting ID: 937 0108 9571 Password: 339582 Dial In Number: 312-626-6799
64	Bernstein, Judge Jeanne Cleveland Court Coordinator: Gabriela Robles Telephone: 312-603-6667 For Motion Date: DRDivOrdersCal64@cookcountycourt.com For Other Correspondence and Information: gabriela.robles@cookcountyil.gov	Meeting ID: 885 6135 4703 Dial In Number: 312-626-6799
89	Lopez, Judge Mark Court Coordinator: Beatriz Garcia Telephone: 312-603-4726 Email: beatriz.garcia@cookcountyil.gov	Meeting ID: 927 7769 4626 Password: 228926 Dial In Number: 312-626-6799
94	Romanek, Judge Abbey Fishman Court Coordinator: Joanne Cepek Telephone: 312-603-7503 Email: joanne.cepek@cookcountyil.gov	Meeting ID: 925 1023 5145 Password: 767670 Dial In Number: 312-626-6799
95	Cocozza, Judge Jean Court Coordinator: Kimberly Wilson Telephone: 312-603-5545 Email: kimberly.wilson1@cookcountyil.gov	Meeting ID: 963 7617 6047 Password: 099046 Dial In Number: 312-626-6799

97	Martinez, Judge Maritza Court Coordinator: Nancy Houston Telephone: 312-603-6417 Email: nancy.houston@cookcountyil.gov	Meeting ID: 985 6932 0525 Password: 080942 Dial In Number: 312-626-6799
98	Kaplan, Judge James Court Coordinator: Grace Gibson Telephone: 312-603-7957 Email: grace.gibson@cookcountyil.gov	Meeting ID: 986 5944 0518 Password: 938610 Dial In Number: 312-626-6799
99	Loza, Judge Pamela Court Coordinator: Sandra Stachke Telephone: 312-603-4279 Email: sandra.staschke@cookcountyil.gov	Meeting ID: 974 793 3444 Password: 7uVfrG Dial In Number: 312-626-6799
Expedited Calendar Judges		
73	Schleifer, Judge Andrea Division Administrator: Nairee Hagopian Telephone: 312-603-3037 Email: judgeams@gmail.com	Meeting ID: 358 391 6508 Password: 174344 Dial In Number: 312-626-6799
74	Murphy, Judge Timothy Division Administrator: Nairee Hagopian Telephone: 312-603-3037 Email: nairee.hagopian@cookcountyil.gov	Meeting ID: 999 8116 6538 Password: 248664 Dial In Number: 312-626-6799
75	Powers, Judge Patrick Division Administrator: Nairee Hagopian Telephone: 312-603-3037 Email: nairee.hagopian@cookcountyil.gov	Meeting ID: 942 1368 2635 Password: 303768 Dial In Number: 312-626-6799

District Court Judges		
V 82	Reynolds, Judge Jeanne Court Coordinator: Oriana Lado (Effective 11/23/20) Telephone: 847-470-7420 Email: Oriana.lado@cookcountyil.gov	Meeting ID: 929 8905 6499 Password: 016574 Dial In Number: 312-626-6799
W	Fernandez, Judge Rosanna Court Coordinator: Susan Castans Telephone: 847-818-2427 Email: susan.castans@cookcountyil.gov	As of September 1, 2020 Meeting ID: 959 9832 6535 Password: W Dial In Number: 312-626-6799
G	Kelley, Judge Thomas Court Coordinator: Shannon DePersia Telephone: 847-818-2298 Email: shannon.depersia@cookcountyil.gov	Meeting ID: 3360 008 105 Password: JKelley105 Dial In Number: 312-626-6799
X 84	Rice, Judge Judith Court Coordinator: LaShanda O'Quinn Telephone: 708-865-4812 Email: lashanda.oquinn@cookcountyil.gov	Meeting ID: 985 4839 3692 Password: 765383 Dial In Number: 312-626-6799
Y 85	Kubalanza, Judge Joan Court Coordinator: Marquita Webster Telephone: 708-974-6838 Email: marquita.webster@cookcountyil.gov	Meeting ID: 960-9602-2670 Password: 263971 Dial In Number: 312-626-6799
Z	Coleman, Judge Bonita Court Coordinator: Krista Carlson Telephone: 708-232-4306 Email: krista.carlson@cookcountyil.gov	Meeting ID: 953 8235 1216 Password: 399740 Dial In Number: 312-626-6799
H	Orr, Judge Erika Court Coordinator: Cathy McDonald Telephone: 708-232-4142 Email: cathy.mcdonald@cookcountyil.gov	Meeting ID: 968-2240-0197 Password: 796744 Dial In Number: 312-626-6799

PROVE UPS SCHEDULED ON CALENDAR C

If the scheduled prove up is on a **MONDAY**, your judge will be Calendar 31 – Judge James Shapiro.

31	Shapiro, Judge James Court Clerk: Genevieve Barlow Email: james.shapiro@cookcountyil.gov	Meeting ID: 977 7074 1611 Password: 319346 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **TUESDAY**, your judge will be Calendar 35 – Judge Renee Goldfarb.

35	Goldfarb, Judge Renee Court Clerk: Terriann Sneed Email: DRDivOrdersCal35@cookcountycourt.com	Meeting ID: 971 5226 9618 Password: 718655
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If the scheduled prove up is on a **WEDNESDAY**, your judge will be Calendar 34 – Judge Dominique Ross.

34	Ross, Judge Dominique Court Coordinator: Karl Simpson Telephone: 312-603-4836 Email: judgeross34@gmail.com	Meeting ID: 957 7033 3732 Password: 536935 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **THURSDAY**, your judge will be Calendar 32 – Judge Gregory Ahern.

32	Ahern, Judge Gregory Court Coordinator: Karl Simpson Telephone: 312-603-4836 Email: judgeahern1508@gmail.com	Meeting ID: 836 1836 1978 Password: 527306 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **FRIDAY**, your judge will be Calendar 33 – Judge Renee Jackson.

33	Jackson, Judge D. Renee Court Coordinator: Karl Simpson Telephone: 312-603-4836 Email: karl.simpson@cookcountyil.gov	Meeting ID: 834 7517 2137 Password: 189281 Dial In Number: 312-626-6799
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PROVE UPS SCHEDULED ON CALENDAR D

If the scheduled prove up is on a **MONDAY**, your judge will be Calendar 41 – Judge Elizabeth Loreda Rivera.

41	Rivera, Judge Elizabeth Loreda Court Clerk: Marie Nichols Email: DRDivOrdersCal41@cookcountycourt.com	Meeting ID: 963 4925 3565 Password: 583053 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **TUESDAY**, your judge will be Calendar 43 – Judge Marita Sullivan.

43	Sullivan, Judge Marita Court Clerk: Adekemi Adedapo Email: DRDivOrdersCal43@cookcountycourt.com	Meeting ID: 882 3263 6679 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **WEDNESDAY**, your judge will be Calendar 45 – Judge Daniel Trevino.

45	Trevino, Judge Daniel Court Clerk: Courtney Cullar Email: DRDivOrdersCal45@cookcountycourt.com	Meeting ID: 989 2324 2770 Password: 932850 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **THURSDAY**, your judge will be Calendar 44 – Judge Myron Mackoff.

44	Mackoff, Judge Myron Court Coordinator: Maria Marich Telephone: 312-603-4823 Email: myron.mackoff@cookcountvil.gov	Meeting ID: 984 1388 9930 Password: 102870 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **FRIDAY**, your judge will be Calendar 42 – Judge Lionel Jean-Baptiste.

42	Jean-Baptiste, Judge Lionel Court Clerk: Kenneth Davis Email: DRDivordersCal42@cookcountycourt.com	Meeting ID: 993 6826 7248 Password: 793451 Dial In Number: 312-626-6799
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PROVE UPS SCHEDULED ON CALENDAR E

If the scheduled prove up is on a **MONDAY**, your judge will be Calendar 51 – Judge Ellen Flannigan.

51	Flannigan, Judge Ellen Court Coordinator: Gwendolyn Brown Telephone: 312-603-4839 Email: gwendolyn.brown@cookcountyl.gov	Meeting ID: 936 0956 8702 Password: 633440 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **TUESDAY**, your judge will be Calendar 52 – Judge Michael Forti.

52	Forti, Judge Michael Court Clerk: Lisa Daniels Email: DRDivOrdersCal52@cookcountycourt.com	Meeting ID: 957 3893 2973 Password: 932385 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **WEDNESDAY**, your judge will be Calendar 54 – Judge Lori Rosen.

54	Rosen, Judge Lori Court Clerk: Courtney Cullar Courtesy Copies Only: DRD.Calendar54@cookcountyl.gov Questions & Scheduling: DRDivOrdersCal54@cookcountycourt.com	Meeting ID: 914 3656 4382 Password: DRDCal54 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **THURSDAY**, your judge will be Calendar 53 – Judge William Yu.

53	Yu, Judge William Court Clerk: Genevieve Barlow Email: DRDivOrdersCal53@cookcountycourt.com	Meeting ID: 942 3689 5468 Password: 169097 Dial In Number: 312-626-6799
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If the scheduled prove up is on a **FRIDAY**, your judge will be Calendar 55 – Judge Diana Rosario.

55	Rosario, Judge Diana Email: DRDivOrdersCal55@cookcountycourt.com	Meeting ID: 910 2096 6431 Password: 388534 Dial In Number: 312-626-6799
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