

STATE OF ILLINOIS)
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NINETEENTH JUDICIAL CIRCUIT)

ADMINISTRATIVE ORDER 21-13

NINETEENTH JUDICIAL CIRCUIT
CIRCUIT COURT OF LAKE COUNTY

PROCEDURES FOR JUVENILE DIVISION CASES

Consistent with the Order of the Illinois Supreme Court in M.R. 30370, dated March 17, 2020, which was adopted in response to the COVID-19 outbreak and the emergencies declared by the State and Federal governments, and Administrative Order 21-11, and in order to protect the health and safety of the general public, judges and court employees, and pursuant to Illinois Supreme Court Rule 21(b) and the Court’s inherent authority;

IT IS HEREBY ORDERED that, Administrative Order 20-34 is vacated.

IT IS FURTHER ORDERED that, the following procedures will apply in the Juvenile Division,

- 1. ALL PROCEEDINGS.** All proceedings until further order of court, will proceed remotely by Zoom, with limited exception.
- 2. ZOOM COURT CALLS.** Scheduled court calls will have a Zoom link posted by courtroom, date, and time at the following web location:
<https://19thcircuitcourt.state.il.us/2163/Remote-Court-Hearings>.

A Nineteenth Judicial Circuit Zoom Instruction and Protocol Sheet can be found at the following link:

<https://19thcircuitcourt.state.il.us/DocumentCenter/View/2812/Zoom-Instruction-and-Protocol-Sheet-51820>.

All parties are directed to read and follow the protocol during Zoom proceedings. Parties who believe that they cannot appear via Zoom, may file a motion requesting an in-person court appearance. The motion must set forth a good faith basis for the movant’s request along with any proposed in-person or alternative procedure(s). Any in-person court appearance will take place only by order of the court.

- 3. NOTICE OF ZOOM.** Until further order of this court, every Summons, Petition, Notice or Motion shall include the following language: “Parties wishing to attend presentment of this motion shall not appear in person in the courtroom unless specially ordered to do so by the court”. The proceeding will be conducted by Zoom video and telephone conferencing.

A Zoom link for this court call will be listed by courtroom, date and time at:

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

- a. In every summons or petition, the State’s Attorney shall provide notice of remote hearings and the appropriate Notice of Rights. In every change of date notice, the Circuit Clerk shall provide notice of remote hearings by Zoom and the appropriate Notice of Rights.
- 4. ZOOM LINK.** There will be a Zoom link for each morning and/or afternoon court session. Even if your case is scheduled at a later time than the initial start time of your court call, you can enter the court session at your scheduled time using the link at paragraph 3.
- 5. HEARINGS.** All Temporary Custody and Detention hearings shall be heard weekdays at 11:00 a.m. and on weekends at 10:30 a.m. unless specially set by court order.

6. JUVENILE ABUSE AND NEGLECT MATTERS:

- a. 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.
- b. The Guardian Ad Litem (“GAL”) in-person interview requirements pursuant to 705 ILCS 405/2-17(8) are waived until further notice. The interviews may be conducted by telephone, video, or other electronic means.
- c. Juvenile Abuse and Neglect review reports shall be submitted at any time via email, but no later than three (3) days before any review hearing, and permanency reports shall be submitted fourteen (14) days in advance of the hearing per statute until further order of court. Caseworkers shall send the report directly to the GAL, parent attorneys and the State by mail or email. The Caseworkers shall email the report to the appropriate circuit clerk at:

Judge Ortiz	C1	CC1@lakecountyil.gov
Judge Morozin	C2	CC2@lakecountyil.gov

- d. The Department of Children and Family Services shall obtain the name, phone number and email of all parents prior to any temporary custody hearing. This information shall be submitted to the State and emailed to the court at the above email addresses.
- e. The State's Attorney shall email a copy of any Petition for Temporary Custody to the parents if the email is available.

7. JUVENILE DELINQUENCY MATTERS:

- a. 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.
- b. Probation reports, including review reports, intake and custody reports, social investigations and supporting documents, shall be mailed or emailed to all parties and to the circuit clerk to the email addresses provided above.
- c. Intake shall obtain the name, phone number and email of all parents prior to any detention hearing. This information shall be submitted to the State and emailed to the court at the above email addresses.
- d. The State's Attorney shall email a copy of any Petition for Detention Hearing to the parents if the email is available.

8. ADOPTION. All adoptions involving DCFS guardianship administration will be handled in the same manner as above. After e-filing the initial documents the Zoom notice language above is to be sent with the summons.

- a. The Guardian ad Litem shall e-file their answer, certificate, and report.
- b. Proposed agreed orders may be submitted to the court via the above email address.
- c. Consents may be taken via Zoom with the proper identification and forms.
- d. If a prove-up is required, it will be heard via Zoom.
- e. All Zoom hearings must include notice to and the appearance of the Guardian ad Litem.

f. All uncontested matters will be heard at 2:00 p.m. on the first Thursday of the month unless specially set by court order.

9. AGREED ORDERS. Proposed agreed orders should be submitted by email to the above courtroom emails. Upon receipt, the Clerk's Office will present the proposed agreed order to the assigned judge. If approved, the Clerk will email the signed order to the parties.

Dated this 20th day of April, 2021.

ENTERED:

A handwritten signature in cursive script, appearing to read "Diane E. Winter".

DIANE E. WINTER,
Chief Judge