

**In the Appellate Court of Illinois
First Judicial District**

ORDER

The Appellate Court of Illinois, First Judicial District, by action of a majority of the judges thereof, hereby ORDERS that the Rules of the First Judicial District, adopted May 5, 2021, and effective July 1, 2021, are amended as follows, pursuant to Illinois Supreme Court Rule 22(h). These amendments shall be effective May 2, 2022.

(Additions indicated by underline; deletions indicated by ~~strikeout~~)

Rule 1. Organization.

(a) Divisions. The court sits in divisions as determined by the Illinois Supreme Court. Each year, each division shall elect a presiding judge and a member of the Executive Committee from among its members to serve a term of one year beginning on September 1. A division may replace an officer during that term. At the same time, each division shall also recommend one of its members to the Executive Committee to serve as a member of the Mediation Committee, whom the outgoing Executive Committee shall appoint, unless good cause is shown.

Rule 4. Motions.

(c) Motions for Extensions of Time. A motion for extension of time shall be supported by verification or affidavit as required by Supreme Court Rule 361(f). The court strongly prefers that parties file motions for extension of time sufficiently in advance of the due date so that the court can resolve the motion and any objection to the motion before the due date. The extended due date requested shall be at least 14 days after the original due date, so that the existing deadline will not have passed before the motion can be heard. The motion and accompanying order shall specify a calendar date (that is, “extension to February 20, 2021”), rather than a number of days (such as “an additional 28 days”).

Extension motions in a criminal case must comply with Supreme Court Rule 610.

Rule 6. Docketing Statements, Appearances, and Fees.

(b) Appearances. Parties should file appearances as soon as possible so as to become parties of record and receive orders and other notifications. The listing of an opposing party on a docketing statement does not constitute an appearance. The docketing statement of an appellant shall constitute that party's appearance. Unless accompanied by a fee waiver application, a fee is required at the time of filing an appearance or docketing statement pursuant to Supreme Court Rule 313. An appearance by an attorney employed by a law firm shall constitute an appearance by the law firm. An indication on a docketing statement of an attorney for a party does not constitute an appearance. All docketing statements shall include an e-mail address for the purpose of official court communication. If the attorney is employed by a law firm, then the attorney shall also provide a general e-mail address to be used by all attorneys in the firm. Parties and their attorneys are responsible to ensure that settings for spam or junk email recognize the court as a trusted sender.

Rule 9. Impounded, Confidential, and Sealed Materials.

~~Certain records are designated in the circuit court as "impounded" or "sealed". An impounded record is available to the court, the parties, and their attorneys of record and not to the public. A sealed record is only available to the court or, if permitted by court order, to a particular party and that party's attorneys of record. Pursuant to Supreme Court Rule 8, certain cases and records may be designated as "impounded", "confidential", or "sealed". All three categories of cases and records are available to the court, and may be released by court order. Impounded materials are also accessible to the parties of record. Confidential materials are also accessible to the party submitting the materials or filing the case. Sealed materials are accessible only to the court.~~

Pursuant to Supreme Court Rule 371, any material filed in the circuit court impounded, confidential, or under seal shall remain so when filed with this court. If a party desires access to a sealed record, the party must file a motion requesting that access be granted to certain persons or entities.

If a party wishes to impound or seal material in this court that was not impounded or sealed in the circuit court, the party must file a motion to impound or seal the material. The material will not be impounded or sealed unless and until this court enters an order impounding or sealing the material.

The clerk shall impound the dockets for all juvenile criminal and juvenile child protection cases.

Subject to restrictions in the Supreme Court Rules, an impoundment or sealing does not restrict the ability of the court to cite impounded or sealed material if necessary to explain its disposition on the merits.

Rule 15. Notification of Oral Arguments and Decisions.

(b) Notification to Parties. The clerk shall notify parties regarding oral arguments and the forthcoming filing of an opinion, Supreme Court Rule 23 order, or summary order. The notice of an oral argument shall (1) indicate if the oral argument will be conducted in person or by ~~teleconference~~ videoconference and, (2) if by ~~teleconference~~ videoconference, provide instructions for counsel regarding logistics and promptly provide an acknowledgment for the party to return to the clerk at 1stDistrict@illinoiscourts.gov. Errors or omissions in the notice shall not impair the validity of the notice or decision.

Rule 15. Notification of Oral Arguments and Decisions.

(c) Decisions. The clerk shall not mail copies of decisions. Opinions and Supreme Court Rule 23 orders are posted to the court's web site, www.illinoiscourts.gov. Opinions, Supreme Court Rule 23 orders, and summary orders are available in the clerk's office at no charge to parties of record and may be e-mailed upon request. The clerk shall email summary orders to parties or their attorneys, because they are not posted to the court's web site. The clerk shall mail summary orders to litigants who have an exemption from e-filing. Non-parties may obtain copies at the cost of \$0.25 per page.

Rule 20. Duties of the Clerk.

(c) Document Preparation. The clerk's office shall only assist a party or counsel in a manner consistent with the "Illinois Supreme Court Policy on Assistance to Court Patrons by Circuit Clerks, Court Staff, Law Librarians, and Court Volunteers:", which is available at https://www.illinoiscourts.gov/Resources/33fb071a-03e1-44a9-8e28-5d41ab25b73e/Safe_Harbor_Policy.pdf. Additional information, including helpful forms, for self-represented litigants is available at <https://www.illinoiscourts.gov/documents-and-forms>.

Rule 20. Duties of the Clerk.

(f) Docket Maintenance. The clerk shall periodically advise the presiding judges of any civil case assigned to their respective divisions in which the record is 56 or more days past due, or the appellant's or appellee's brief is 35 or more days past due, and no motion for extension is pending. The division shall then enter an order directing the filing of the record or brief or, in civil cases, consider dismissing the case for want of prosecution or taking the case on the appellant's brief only. When a division enters an order taking a case on the appellant's brief only, the clerk shall designate the case as "ready." Notwithstanding the procedure in this rule, the court may dismiss a case for want of prosecution, or take a case on the appellant's brief on its own motion, at any appropriate time.

First Division

/s/ Michael B. Hyman
Presiding Justice Michael B. Hyman

s/Aurelia Pucinski
Justice Aurelia Pucinski

s/Carl Walker
Justice Carl A. Walker

s/Mary Coghlan
Justice Mary Ellen Coghlan

ORDER ENTERED

MAY 2 2022

APPELLATE COURT FIRST DISTRICT

Second Division

/s/ James Fitzgerald Smith
Presiding Justice James Fitzgerald Smith

/s/ Nathaniel Howse, Jr.
Justice Nathaniel Howse, Jr.

/s/ Terrence Lavin
Justice Terrence Lavin

/s/ Cynthia Y. Cobbs
Justice Cynthia Y. Cobbs

ORDER ENTERED

MAY 2 2022

APPELLATE COURT FIRST DISTRICT

Third Division

Robert E. Gordon

Presiding Justice Robert E. Gordon

Margaret S. McBride

Justice Margaret S. McBride

David W. Ellis

Justice David W. Ellis

Eileen O'Neill Burke

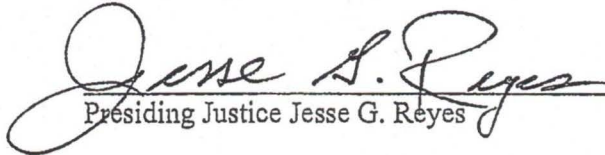
Justice Eileen O'Neill Burke


ORDER ENTERED

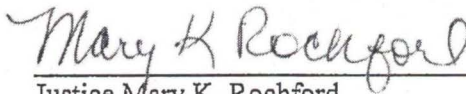
MAY 2 2022

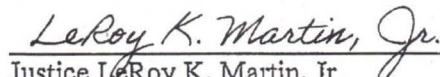
APPELLATE COURT FIRST DISTRICT

Fourth Division


Presiding Justice Jesse G. Reyes


Justice Bertina Lampkin


Justice Mary K. Rochford

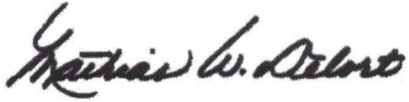

Justice LeRoy K. Martin, Jr.

ORDER ENTERED

MAY 2 2022

APPELLATE COURT FIRST DISTRICT

Fifth Division



Presiding Justice Mathias W. Delort



Justice Thomas E. Hoffman



Justice Joy V. Cunningham



Justice Maureen Connors

ORDER ENTERED

MAY 2 2022

APPELLATE COURT FIRST DISTRICT

Sixth Division

Daniel J. Pierce

Presiding Justice Daniel J. Pierce

Sheldon A. Harris

Justice Sheldon A. Harris

Mary L. Mikva

Justice Mary L. Mikva

/s/ Sharon Oden Johnson

Justice Sharon Oden Johnson

ORDER ENTERED

MAY 2 2022

APPELLATE COURT FIRST DISTRICT