

LISA Y. WILSON
ASSOCIATE COURT JUDGE
TENTH JUDICIAL CIRCUIT OF ILLINOIS

Tazewell County Courthouse
342 Court Street, Room 302
Pekin, Illinois 61554



December 3, 2020

Procedures for Courtroom 302

Procedures for handling Dissolution and Order of Protection cases in Tazewell County Courtroom 302, until further notice, will be as follows, subject to orders entered by the Illinois Supreme Court (please review the Illinois Supreme Court's M.R. 30370 Order entered on May 20, 2020) and the Tenth Judicial Circuit Administrative Order entered on November 24, 2020:

Entry to Courthouse and Social Distancing:

Masks are to be worn in order to gain entrance into the courthouse. Once in Courtroom 302, masks must be worn unless permission is granted by the Court to remove the mask. Social distancing will be observed in Courtroom 302. The number of occupants in Courtroom 302 will be limited in order to maintain social distancing requirements.

A. Plenary Order of Protection hearings in Room 302: At this time, the Plenary Order of Protection cases will remain set for their initial appearance in person unless otherwise designated in the Emergency Order of Protection. At the initial hearing, the Court will need to determine the status of the Order of Protection case, service of the Respondent and if the Petitioner seeks to extend or dismiss the Order of Protection. If a hearing is necessary at a future date, the Court will make a determination as to whether an in-person or Zoom hearing is required. Once determined, the Court will set the date and time of that hearing (taking into consideration the nature of the case, exhibits and/or witnesses).

B. Case Management Conferences on Fridays for Attorneys

Case Management Conference Fridays should be held with the Court by conference call or by Zoom. The Court has developed a schedule where up to three cases are set every 15 minutes in the morning and afternoon. **It is the responsibility of the attorneys to consult and agree and then contact the Court's Clerk in order to inform the Court of how they wish to proceed with the Case Management Conference on their scheduled date, i.e. conference call or by Zoom 7 days prior to the scheduled Case Management Conference.** The Court will enter a Conference Call Order or Remote Hearing Order (Zoom) with all of the pertinent call in or Zoom information. Likewise, if a Case

Management Conference that is scheduled on the docket is no longer needed due to a resolution of parenting or other dissolution issues, please make contact with the Court's Clerk as soon as possible so that the Case Management Conference can be vacated.

C. Pre-Trial/Status, Uncontested Motions, Settlement Conferences, Motions for Default, Motions to Withdraw or Dismiss, Prove-Ups, Summary Hearings and Temporary Relief Hearings

In cases where the above-noted types of requests are pending, the Court will proceed to hearing on those matters either by conference call or by Zoom. **The attorneys will need to contact the Court's Clerk in order to inform of how they wish to proceed with this type of proceeding, i.e. conference call or by Zoom 7 days prior to the scheduled hearing.**

D. Self-Represented Litigant Docket

(1) Any cases that are scheduled on a Self-Represented Litigant Docket, that now have at least one attorney, will be removed from the Self-Represented Litigant Docket and scheduled on a Friday Case Management Conference docket.

(2) The Court has changed the scheduling of cases during a 9:00 a.m. or 1:15 p.m. block to a staggered schedule of up to 3 cases set each 15 minutes. Appearance by conference call or Zoom is highly encouraged. For any in person hearing on the Self-Represented Litigant Docket, social distancing shall be maintained in the hallway and the courtroom, with the parties sitting at counsel table during the proceeding. Orders will either be mailed or e-mailed to the parties to minimize the interaction between the Clerk and the public.

E. All Hearings and Trials (in excess of two hours)

(1) The Court will follow the guidelines, rules and orders issued by the Illinois Supreme Court and the 10th Judicial Circuit. For in person hearings, the Court will observe social distancing requirements while conducting the trial, require face masks to be worn, and seek to encourage the attorneys to minimize the exchange of documents in the courtroom with stipulations.

(2) Courtroom 302 will operate with further and increased reliance on virtual proceedings and hearings per Supreme Court Rules 45 and 241.

(3) For scheduling of emergency matters or if counsel is requesting an in person hearing for any cases set for upcoming months, those requests shall be e-mailed to the Court's Clerk at DissolutionCourt@tazewell.com, and the Court will consider those requests on a case-by-case basis. The Court will set up a CMC with the attorneys by conference call or Zoom in order to determine if the case should proceed in person. **For any in person hearing that is requested, all parties, the attorneys and the Court must agree to proceed on that basis.**

(4) During this time of public access, the Court requests that only parties, attorneys of record and essential witnesses who will provide testimony appear for the court hearing,

Thank you for your patience and understanding during this time as we seek to proceed with cases and maintain the health and safety of the court staff and all who enter the courthouse. For further updates and all Administrative Orders entered through the Tenth Judicial Circuit, please visit www.10thcircuitcourtil.org and orders entered by the Illinois Supreme Court at www.illinoiscourts.gov.