



**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
COUNTY DEPARTMENT, COUNTY DIVISION**

ADMINISTRATIVE ORDER 2013 - 04

COUNTY DIVISION EMERGENCIES MATTERS

EFFECTIVE immediately all emergency matters filed with the clerk's office on or before 4:30 p.m. shall be heard by the assigned emergency judge. In the case of any State-initiated petitions for writs, the States Attorney's Office shall immediately notify the office of the presiding judge. The Office of the Presiding Judge staff shall then call to obtain a court reporter and court clerk. The assigned emergency Judge shall hear such matters even if filed immediately prior to the closing of the clerk's office (e.g. 4:29 p.m.). In such situations, the emergency judge may be required to stay past 4:30 p.m. until such time the matter has concluded.

The emergency judge covers the call until all emergency matters are completed, but no sooner than 4:30 p.m. The emergency judge shall ask the staff to call the clerk's office at 4:29 p.m. to determine if any emergency matters have been filed. Also, in order to facilitate scheduling of judges who may be unavailable, the substitute listed below shall cover the absent judge (e.g. on vacation or sick). If the substitute is also unavailable, then the alternate shall cover the emergency call. The assigned judge is responsible for notifying substitutes and/or alternates if that judge will be absent and shall notify the Office of the Presiding Judge.

Calendar	Absent Judge	Substitute	Alternate
4	David Skryd	Zafiratos	Robert Bertucci
5	Susan Fox Gillis	Maureen Ward Kirby	Paul Karkula
6	James Zafiratos	David Skryd	Al Paul
7	Paul Karkula	LaGuina Clay Herron	Susan Fox Gillis
8	Robert Bertucci	Al Paul	David Skryd
9	LaGuina Clay Herron	Paul Karkula	Maureen Ward Kirby
10	Maureen Ward Kirby	Susan Fox Gillis	LaGuina Clay Herron
11	Al Paul	Robert Bertucci	James Zafiratos

Entered this 22nd day of February, 2013. This order shall be spread of record.

ENTERED
JUDGE EDMUND PONCE DE LEON - 1708
FEB 22 2013
Judge Edmund Ponce de Leon #1708
Presiding Judge, County Division
CLERK OF THE CIRCUIT COURT
OF COOK COUNTY, IL
DEPUTY CLERK