

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

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**UPDATED CRIMINAL DIVISION OPERATING PROCEDURE
(Effective 06-08-20)**

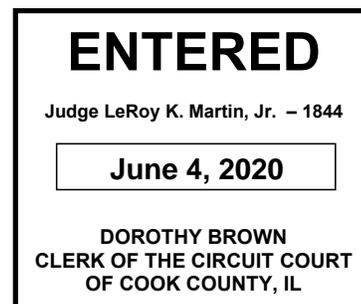
Pursuant to the Chief Judge’s General Order 2020-01 (Amended May 28, 2020), the following procedures will govern Criminal Division operations at the Leighton Building, until further order of Court.

Grand Jury - The Grand Jury shall meet a maximum of three (3) days per week. Further, the Grand Jury will carry out the responsibilities of both the Special and regular Grand Juries.

Court Operations - Consistent with current operations, all matters will be heard via Zoom. There will be no in-court proceedings. Only the judge, court clerk and deputy will be allowed in the courtroom. The courtroom 101 assignment call shall continue to be heard each day at 9:00 a.m. Courtrooms 504/506 will continue to hear emergency motions each day at 9:30 a.m. However, non-emergency bond motions are to be motioned for hearing before the assigned judge for a date that the judge will be sitting.

As the schedule reflects, there will be six (6) judges sitting each day, with the exception of Mondays and Wednesdays in which case there shall be seven (7). Lawyers and other staff necessary must be certain to have the appropriate Zoom Meeting ID and in some cases a Password. Also, continue to monitor the Circuit Court’s website (www.cookcountycourt.org) for any schedule changes. During this period, judges will not conduct evidentiary hearings or trials. Pursuant to these procedures, judges will focus on the status of each case and determine which cases will benefit from longer court dates and those which will need to be addressed shortly after July 6th. Judges will handle non-emergency motions, conduct 402 conferences, hear pleas, enter

briefing schedules on motions, hear oral argument on non-evidentiary motions, rule on post-conviction cases and other matters. Judges will also hear and address probation violations as well as the termination of some probation matters. If lawyers wish to have a case heard on the date the assigned judge is sitting, please motion the case for hearing using the procedures currently in place. As a reminder, when logging into Zoom, all attorneys should type in their full proper name. Individual assistant state's attorneys and assistant public defenders not appearing with a group should place "ASA" or "APD" respectively before their full name. The State's Attorney's office may use the designation "CCSAO" and the Public Defender's Office may use "CCPDO" (or other similar nomenclature) when several attorneys in the same office are using the same Zoom site login. Private attorneys should use the abbreviation "ATTY" before their full name. These designations should be placed in front of your name and not behind your name. Counsel should also take care to advise the defendant, any victims or witnesses appearing via Zoom that the proceedings will be live streamed for public viewing.



Hon. LeRoy K. Martin, Jr.
Presiding Judge
Criminal Division