

COVID19 PROCEDURES

Standing Order for Judge Moira Susan Johnson

Calendar F – Courtroom 2201

Court Clerk: John Kustra

Law Clerk: Alexandra Golata

Phone: (312) 603-6064

E-mail: law.calfcc@cookcountylvil.gov

The procedures for case management are generally contained on the Office of the Chief Judge website <http://www.cookcountycourt.org/> **Law Division General Administrative Order 20-6**. In addition, the **Motion** tab contains specific procedures for all motion judges.

There are no in person case management status calls or motion calls.

There are no regularly scheduled virtual case management status calls or motion calls.

Virtual hearings must be specially set by agreement of the parties and approved by Judge Moira Susan Johnson. The date, time and methods of contact (telephone or video) will be confirmed after such a hearing is approved.

All motions should be in PDF format.

A **notice of motion** for the date and time selected **must be served** with the motion in accordance with Illinois Supreme Court Rules 104 and Cook County Circuit Court Rules 1.1 (a) and (b). E-filing of motions alone **does not** satisfy notice of motion requirements.

Motions are no longer to be spindled with Dorothy Brown Clerk of the Circuit Court until further notice (spindling results in erroneous generation of in person hearing scheduling).

On the selected date and **after** the time on the notice of motion, submit the motion via e-mail to law.calfcc@cookcountylvil.gov. For routine motions, please submit a proposed order. Confirm whether opposing counsel agrees, objects or has not responded. **DO NOT SEND ADDITIONAL COURTESY COPIES, REMINDERS, STATEMENTS OF INTENT TO SUBMIT FUTURE FILINGS, OR COMMUNICATIONS (e.g. E-MAIL THREADS) BETWEEN ATTORNEYS.**

Contested motions that are fully briefed can be submitted by agreement of the parties without a briefing schedule order.

Associate Judge Moira S. Johnson

Judges Stamp AUG 13 2020

ENTERED:

Circuit Court - 1836

Judge

Judges No.