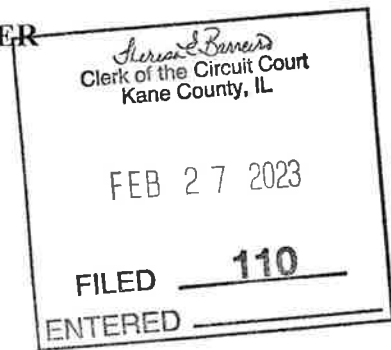


SIXTEENTH JUDICIAL CIRCUIT
SUPPLEMENTAL ADMINISTRATIVE ORDER

-- FAMILY DIVISION --

Effective March 6, 2023



IN THE MATTER OF AMENDING)
FAMILY COURTROOM)
APPEARANCES)

WHEREAS, in accordance with Illinois Supreme Court Rule 45, effective January 1, 2023, which provides guidelines for remote appearances by video or telephone in circuit court proceedings;

WHEREAS, the Presiding Judge of the **FAMILY** Division and the Chief Judge of the 16th Judicial Circuit have determined that amending current court schedules are necessary at this time;

IT IS HEREBY ORDERED that the following procedures will apply to all cases assigned to the **FAMILY** Division:

1. All attorneys and litigants on cases and matters scheduled at 9:00 a.m. or 9:30 a.m. may appear either remotely or in person, unless court-ordered to appear in a particular way.
2. Family Division Judges prefer that both sides appear in the same manner whenever practicable.
3. Pretrial conferences, hearings, trials, and other special settings may be conducted in person or remotely, as determined by the Court and specifically ordered.
4. Family Division judges will be conducting the status court calls from their courtroom bench.
5. Do not provide courtesy copies of any motions or pleadings unless specifically requested by the Court.
6. Pretrial memorandums are acceptable by email to FamilyDivision@16thCircuit.IllinoisCourts.gov and may be required on a case-by-case basis. Pretrial memorandums are not to be filed with the Circuit Clerk.
7. It is best to access Zoom by using kanecourt.org, as opposed to a specific meeting identification and password or saved link. The Information Technologies (IT) department changes meeting identification and passwords for security and court coverage purposes, sometimes at the last minute. Therefore, kanecourt.org is always the most the up-to-date way to join remote court.
8. To the extent that they do not conflict with this Supplemental Order, the terms of the previous Administrative Order effective March 18, 2021, remain in full force and effect.

A true copy of the original of this document is on file in my office.
Entered this 27th day of February, 2023
Attest: Feb 27 2023
Theresa E. Barreiro
Circuit Court Clerk, Kane County, Illinois
By: Theresa E. Barreiro
Deputy Clerk

Honorable D.J. Tegeler
Presiding Judge, Family Division