

STATE OF ILLINOIS  
CIRCUIT COURT  
SEVENTEENTH JUDICIAL CIRCUIT

**RONALD A. BARCH**  
ASSOCIATE JUDGE



**Boone County Courthouse**  
601 North Main Street  
Belvidere, Illinois 61108

March 18, 2020

**RE: TEMPORARY ORDER - COVID-19 Procedures (Judge Ronald A. Barch)**

Pursuant to Chief Judge Eugene Doherty's Emergency Administrative Order dated March 16, 2020 (Adm. Ord. 2020-8), issued in response to the COVID-19 outbreak, the following procedures are being implemented in connection with the all Boone County civil cases:

**Protocol for interim electronic case processing:**

- (a) **Interim Case Management:** As to any civil case court date impacted by cancellation or continuance attributable to emergency administrative orders, ongoing interim case management may be handled via email. If desired by counsel or otherwise ordered by the court, counsel shall submit a proposed case management order outlining established goals and suggesting a date for future case management at least 60 days out. Sample forms for use in divorce and family cases and other eligible civil cases are attached. The proposed orders shall be submitted directly to Judge Barch via email, copying all counsel of record. The court will communicate with the parties via email, either accepting the proposed order or making changes to that order. The final version of the interim case management order will then be entered by the court.
- (b) **Temporary Motion Procedure:** Initial presentment of a motion can be done via email. After filing a motion with notice to the opposing party(ies), the moving party shall communicate with the opposing party(ies) regarding a briefing schedule and dates for a proposed argument. Thereafter, the moving party shall initiate an email to Judge Barch and all counsel of record. A briefing schedule and argument date will be generated via an email chain. Once finalized, the moving party shall prepare an appropriate briefing order and attach it to the email chain for review by all parties and signature by the court.
- (c) **Agreed Orders:** Agreed HIPAA Orders and other agreed orders may be submitted electronically or over-the-counter pursuant to customary local practice.

- (d) **Mode of Hearing:** All special set hearings shall occur in accordance with Chief Judge Doherty's Administrative Order 2020-8 (See, **Mode of Hearing**).
- (e) Judge Barch's Email Address is: [Rbarch@17thcircuit.illinoiscourts.gov](mailto:Rbarch@17thcircuit.illinoiscourts.gov). Counsel and parties shall refrain from communicating via email with Judge Barch for any reason outside the scope of this temporary order.

This temporary precautionary order is issued in response to an ongoing and ever evolving situation. Accordingly, the court will continue to review and adjust the order as is necessary.

SO ORDERED.

ENTERED: 3/18/2020

Handwritten signature of Ronald A. Barch, including the initials "RB" and the number "30".

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Associate Judge Ronald A. Barch