

STATE OF ILLINOIS )  
 ) SS.  
COUNTY OF DU PAGE )

IN THE CIRCUIT COURT OF THE 18TH JUDICIAL CIRCUIT  
DU PAGE COUNTY, ILLINOIS

IN THE MATTER OF CIRCUIT COURT ) **1<sup>st</sup> Amended**  
STANDING COMMITTEES ) Administrative Order No. 25-6

Pursuant to the authority of the Illinois Constitution, Article 6, Section 7(c) and 18<sup>th</sup> Judicial Circuit Court Rule 1.21(a); and

WHEREAS, it has been the practice of the Circuit to establish standing committees by administrative order; and

WHEREAS, a standing committee is helpful to deal with ongoing or recurring problems which affect the Circuit as a whole, for which there is insufficient non-judicial staff; and

WHEREAS, other specific problems affecting only one division or of a non-recurring nature may best be handled by the creation of an ad hoc committee.

NOW, THEREFORE, it is hereby ordered that the following are designated standing committees of the 18<sup>th</sup> Judicial Circuit:

- *Court Security*
- *Executive*
- *Rules*

IT IS FURTHER ORDERED that an ad hoc Facilities Committee be designated to identify and recommend security-based capital improvements necessary for the safety and security of judges, staff, and court visitors and participants.

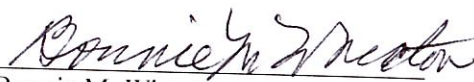
IT IS FURTHER ORDERED that appointments to each committee, with one or more judges designated as chair, are set forth on Addendum A; and

IT IS FURTHER ORDERED the responsibilities of each committee are set forth on Addendum B; and

IT IS FURTHER ORDERED each standing committee shall meet as set forth in Addendum C (but at least once a year) and shall report to the Circuit Judges at their regular meeting following the meeting of the committee.

IT IS FURTHER ORDERED that this Administrative Order is effective immediately.

Enter:

  
Bonnie M. Wheaton  
Chief Judge

Dated: March 5, 2025  
Wheaton, Illinois

ADDENDUM A

STANDING COMMITTEES

**Executive –**

**Bonnie M. Wheaton, Chair**  
Richard D. Felice  
Paul M. Fullerton  
Mia S. McPherson  
Margaret M. O’Connell  
Monique N. O’Toole  
Kenneth L. Popejoy  
*Liaison:* Suzanne Armstrong

**Court Security -**

~~Daniel P. Guerin, Chair~~  
**Leah D. Setzen, ~~vice-chair~~ Chair**  
Joshua J. Dieden  
George A. Ford  
Anne T. Hayes  
Kenneth L. Popejoy  
Maureen Riordan  
**Director of Probation or designee**  
DuPage County Sheriff or designee  
Public Defender or designee  
State’s Attorney or designee  
Clerk of the Circuit Court or designee  
Chief of Campus Security or designee  
*Liaison:* Suzanne Armstrong

**Local Court Rules –**

**Jennifer L. Barron, Chair**  
Joseph T. Bugos  
Bryan S. Chapman  
Brian W. Jacobs  
Alex F. McGimpsey  
Robert A. Miller  
Chantelle A. Porter  
Clerk of the Circuit Court or designee  
Judicial Law Clerk (as assigned)  
*Liaison:* Cecilia Najera

**Facilities (ad hoc) –**

**Kenneth L. Popejoy - Chair**  
Clerk of the Circuit Court or designee  
State’s Attorney or designee  
Chief of Campus Security or designee  
Chief of Court Security or designee  
Director of Probation or designee  
Deputy Director of Facilities or designee  
Public Defender or designee

## ADDENDUM B

### COMMITTEE RESPONSIBILITIES

#### COURT SECURITY

- (a) This Committee shall continually review facilities, equipment, practices, and procedures, in order to enhance the safety of the public, staff, jurors, and judges in the day to day operations of the courts.
- (b) This Committee shall bring together representatives of all offices to insure that the members of each office participate in the enhancement of safety, including a representative of the Sheriff, State's Attorney, and Clerk of the Circuit Court.

#### EXECUTIVE

- (a) This Committee shall advise the Chief Judge on all matters of administration not specifically assigned to existing committees. In particular, this Committee shall recommend to the Chief Judge on special budget requirements before the court's annual appropriation request is forwarded to the county and recommend priorities for items requested therein. Further, this Committee shall identify matters of concern and may make recommendations in the area of personnel administration.
- (b) This Committee shall receive, discuss and recommend proposals concerning any modifications to Rules of Practice for the 18th Judicial Circuit and shall review all proposed Rules of Practice prior to consideration by the Circuit Judges.
- (c) This Committee shall have the responsibility for advising the Chief Judge on all matters relating to the maintenance and revision of the personnel policy manual for employees of the 18th Judicial Circuit.
- (d) This Committee shall act as the Strategic Planning Committee. This Committee shall meet to discuss specific issues related to policy and future planning for the Circuit. Additional members of the 18<sup>th</sup> Judicial Circuit may be requested to assist as deemed appropriate by the Committee.

#### RULES

- (a) This Committee shall annually review Circuit Court Rules adopted by the 18th Judicial Circuit and recommend to the Circuit Judges any amendments, deletions or additions.
- (b) Upon request by the Chief Judge, this Committee shall review any proposed amendments to the Circuit Court Rules and make appropriate recommendations to the Circuit Judges.
- (c) Upon request by any judge or other organization this Committee shall review any proposed amendments to the Circuit Court Rules, with notice to the Chief Judge of the request, and make appropriate recommendations to the Circuit Judges.

**FACILITIES (ad hoc)**

- (a) This committee shall review and recommend security-based capital improvements necessary for the safety and security of judges, staff, court participants, and visitors to all court facilities, including 503, 505, and 509 N. County Farm Rd, Wheaton, and courtroom 1000 located at 501 N. County Farm Rd., Wheaton.
- (b) The committee shall bring together court stakeholders to ensure that each office participates in identifying risks and making recommendations to improve the safety and security of all court-related facilities.
- (c) The committee shall prepare a report and recommendations, which shall be submitted to the Court Security Committee and the Chief Judge.

**ADDENDUM C**

**SCHEDULE OF COMMITTEE REPORTS**

Each standing committee shall report to the Circuit Judges as necessary, but not less than at the Judges' regularly scheduled meetings as follows:

**MEETING DATES**

*Court Security*  
*Executive*  
*Local Court Rules*  
*Facilities (ad hoc)*

As necessary  
Monthly  
As necessary to review and amend rules  
Shall meet as determined by the Chair