



Cook County, Illinois Criminal Courtroom Utilization Study

Final Report

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Acknowledgments

The project team wishes to acknowledge the invaluable contributions of the Cook County justice system stakeholders who contributed to this Criminal Courtroom Utilization Study.

Over the course of this study, the National Center for State Courts project team met with multiple justice agency partners in Cook County as well as presented findings at three stakeholder meetings on May 3, 2018, August 28, 2018, and March 27, 2019. Data and input from the stakeholders were instrumental in refining the assessment's approach and content. The stakeholders include representatives from the following agencies:

Budget and Management Services

Bureau of Asset Management

Cook County Sheriff's Office

Facilities Management

Justice Advisory Council

Office of the Chief Judge

Office of the Clerk of Circuit Court

Office of the President

Office of the Public Defender

State Attorney's Office

Executive Summary

This report reviews the results of a 12-month study by the National Center for State Courts (NCSC), a nonprofit court and justice consultancy, to identify strategies regarding the best use and deployment of County-provided space and facilities for adult criminal court operations and activities. Those functions are conducted by the Circuit Court of Cook County, a part of the Illinois Judicial Branch.

Criminal cases were chosen as the initial analytical focus since they generate substantial justice system costs as well as widespread opportunities for improved building and operational efficiencies. Civil court facilities utilization and future planning will be reviewed next according to County officials.

Three overarching goals developed by the NCSC are recommended as guiding principles for the County and Court in the planning of future criminal court operations, locations and space plans. They are based on a comprehensive examination of population trends, caseload patterns, current facility capacities and best practices in metropolitan state trial courts as determined by the NCSC. Additionally, the goals provide safe, economical, and helpful access for the public to justice services.

Determining the potential and state of the existing court buildings was a substantial portion of the study. The NCSC team evaluated 11 courthouses based on their ability to accommodate and adapt to the changing needs of the Court. The courthouse's functional adjacencies, security arrangements, geographic locations, and capacity for criminal court functions were all assessed.

It was determined that, while each of the five suburban courthouses and the Leighton Courthouse have unique upgradable needs, they also have unrealized capacity and potential which may be able to meet future criminal court requirements and service realignments.

Future Planning Objectives and Goals

Goal One: Centralize Bond Court countywide at the Leighton Criminal Courthouse (Phase I) as soon as possible; centralize all Chicago preliminary

hearing and misdemeanor proceedings held at the Branch Courts at a new Leighton Courthouse Annex recommended to be built in the near future (Phase II).

Initial appearances (a/k/a Bond Court) for persons arrested are high-volume, "batch" processed activities involving limited options and relatively routine, repetitive judicial decision-making. These front-end criminal proceedings currently take place at 9 separate locations during the normal workweek: 5 suburban courthouses, 3 branch court facilities and the Leighton Courthouse in Chicago. All Bond Court proceedings throughout the entire County should be held at the Leighton Courthouse (Centralization Phase I). The rationale for this recommendation rests on a variety of reasons:

- Economies of scale dictate that the business and judicial functions of Bond Court can be more efficient if output volume is consolidated and handled more uniformly for the full Circuit;
- Currently, 28% of the time (all weekends and holidays) Bond Court is conducted centrally for the entire County at the Leighton Courthouse;
- The Chief Circuit Court Judge agrees with centralizing all Bond Court functions and is proceeding to do so;
- In-custody transportation costs will be reduced;
- In-custody holding capacity needs at suburban courthouses will be reduced; and
- Branch Courts in Chicago need not be renovated.

Within the next few years, it is suggested that the County and Court consider the construction of a Leighton Courthouse Annex Building to adjudicate all Chicago prelims and criminal misdemeanor matters now conducted in the Branch Courts (Centralization Phase II). The rationale in doing so includes the following:

- Added prelim and misdemeanor case volume cannot easily be handled in the current Leighton facility.
- Public lawyers (prosecutors; public defenders), probation, the jail/detention center and various other criminal court-related functions are highly concentrated at the 26th and California Criminal Courts Complex;

- The need to upgrade existing Branch Courts can be deferred and/or eliminated;
- In-custody transportation costs will be reduced; and
- Branch Court rental costs for facilities owned by the City will be eliminated.

Goal Two: Regionalize the adjudication of felony cases in three courthouse locations rather than six as is the current situation.

Currently, felony cases are handled at all five suburban courthouses and at the Leighton Criminal Courthouse in Chicago. The NCSC project team suggests these cases be adjudicated at a north County regional courthouse (e.g. Skokie) and a south County regional courthouse (e.g. Markham) in addition to the Leighton Courthouse. The rationale for this recommendation is based on the relative lack of demand by the public for widespread physical access to felony proceedings, security risks in moving large numbers of defendants charged with serious felony crimes to multiple courthouses throughout a metropolitan area, and the comparative experiences of other large metro courts:

- In large cities where jails, prosecutors and defense attorneys are located at or near the major city's central business district, demand is minimal for the transportation and adjudication of felons to suburban communities primarily for the convenience of law enforcement, victims and witnesses; even if the alleged crimes committed occurred in those outlying areas;
- The capacity of existing County Court facilities will be optimized;
- In-custody transportation costs will be reduced; and
- Economies of scale will occur (i.e. reductions in space, costs, personnel and time) for the Court and Court-related agency processes.

Goal Three: Economize and digitize criminal court business and adjudication processes.

Trial courts are knowledge-based, process-oriented organizations. Major directions re-shaping and re-engineering criminal courts throughout America largely center on two things, (a) implementing evidence-based caseflow management business techniques to process cases in a timelier fashion and

(b) digitizing data, voice and video to enhance and streamline adjudication processes.

Since the late 1970s, meaningful and timely methods to improve case management by saving or "economizing" time and effort through the employment of recognized caseflow procedures that eliminate needless delay began to emerge and have since been refined and widely embraced by high-performing courts over the last 40 years. Digitizing a court's adjudicatory practices (e.g. electronic criminal complaints, motions and briefs, video evidence, etc.) through workflow analytics has also been increasingly adopted to save time and improve the pace of litigation. As an offshoot, both these courses of action have the capacity to improve court space and facility use regardless of where a court is located.

The rationale in encouraging the Court to integrate proven caseflow methods and digitalize business and adjudication processes faster and on a more extensive basis is based on two reasons:

First, needless, protracted delay in adjudicating cases has been concluded to diminish the capability of the judicial process to effectively determine the truth. The Sixth Amendment to the U.S. Constitution guarantees all persons accused of criminal wrongdoing the right to a speedy trial. Although this right is derived from the federal Constitution, it has been made applicable to state criminal proceedings through the U.S. Supreme Court's interpretation of the due process and equal protection clauses of the Fourteenth Amendment. The sound administration of justice vests the court with upholding, protecting, and developing the methods and procedures in the adjudication process to assure fair and just outcomes. In doing so, the court is

guided by and accountable for all related due process and Constitutional requirements in moving a case from filing to disposition with reasonable speed.¹

Reasonable speed is not about “more and more,” or “faster and faster,” it’s about justice. Responsible, sound case processing affects the very purpose of a trial court to promote a fair, impartial result. With time, memories fade, and justice is harder to secure. Those unjustly deprived of liberty, property, position or reputations are unduly harmed. As the public watches cases languish due to inefficiency and disorganization, public trust and confidence in the justice system is eroded. There is little doubt that justice is more difficult to achieve with the passage of time.

Secondly, the movement of modern society toward new and more pervasive digitized communication methods is undeniable. How judicial branch leaders will expand public access, choice, convenience and transparency for an increasingly tech-savvy customer base will be challenging.

Internet use by the American public is a key indicator of how omnipresent technology affects our lives today. According to the Pew Research Center, over the last two decades (2000 to 2019), internet use by American adults grew from 48% to 90 percent.² An ever-increasing number of Americans are now online. Overtime, the offline population has been shrinking, and for some groups that change has been dramatic. For example, 86% of adults ages 65 and older did not go online in 2000; today that figure has been reduced to 27 percent. Among those without a high school diploma, the share not using the internet dropped from 81% to 29% in the same period.

Millennials (born from 1980 - 2000) have never been without technology and the internet; many are assistant State Attorney’ss and public defenders

today. They are hyper-connected to multiple electronic devices. The oldest millennials are nearing 40 this year. If *ur/25* (read: “you are over 25”), working remotely, using instant messaging, tweeting and text messaging, and never without your smartphone, you are definitely in this group.

The advantages of employing validated caseflow management techniques and expanding digital applications in the Court are many:

Caseflow

- Reduction in case continuances and postponements;
- Quicker and more case resolutions prior to trial;
- Proportional allocation of judicial time based on case complexity;
- Further reductions in jail overcrowding;
- Reduced juror usage and costs due to more pretrial settlements;
- Reduction in needless delays in case processing; and
- Incorporation of time standards and performance measures

Digitization

- Better prepared lawyers;
- Always “on” and can work from anywhere;
- No physical limits to information storage;
- 24/7 availability of information via secure internet connections;
- Integrated online information sharing (e.g. e-discovery exchange)
- Greater savings in records storage space;
- Easy 24/7 retrieval; and
- Many can access a digital file at the same time

¹ [Principles for Judicial Administration](#), National Center for State Courts (July 2012). Ostrom, Brian; Hanson, Roger, [Achieving High Performance: A Framework for Courts](#), National Center for State Courts (April 2010). Ostrom, B., and Hanson, R., [Efficiency, Timeliness and Quality: A New Perspective from Nine State Criminal Trial Courts](#), National Center for State Courts (1999). Steelman, David; Goerd, John; McMillian, James, [Caseflow Management: The Heart of Court Management in the New Millennium](#), National Center for State Courts (2004).

² Monica Anderson, Andrew Perrin, J. Jiang and Madhumitha Kumar, Pew Research Center, April 2019. “10% of Americans don’t use the internet. Who are they?”

Introduction

STV Architects, who is contracted with Cook County, requested consulting services from the National Center for State Courts (NCSC) to aid in strategizing future planning and use of Cook County's criminal court facilities. Objectives of the study are to determine the optimal use of the County's criminal courtrooms based on evolving trends, observed nationally and locally, regarding the latest judicial administration, and public demands on court services, as well as the resulting implication on feasible realignments on future criminal facilities in the Circuit Court.

Scope of Work

The criminal court facility utilization study encompasses three major planning considerations:

- National trends of court evolvments;
- Cook County-specific court operation and space utilization practices; and
- Cook County-specific criminal court operation and facility recommendations.

The NCSC project team studied criminal court operations at eleven court facilities to discover their current space utilization as well as their capacities meeting future court requirements. The NCSC was provided drawings and area calculations of those buildings to use as a basis for the analysis.

The following tasks were conducted:

1. Analysis of current components and offices of the court and court-related offices or departments that are housed in the Cook County facilities to identify current facility utilization, deficiencies and needs.
2. Analysis of national court evolution trends applicable to the future planning of Cook County Circuit Court.
3. Analysis on court case filing trends and court space/calendar assignment practices to establish planning criteria for future courtroom needs estimate.

4. Development of planning strategies to optimize use of criminal court facilities to meet future court operation realignment goals.

Methodology

The NCSC project team gathered court workload data and planning information by distributing a questionnaire to all court and court-related offices, conducting onsite interviews, and touring existing facilities. The survey questionnaire gathered information about court and court-related office organization and functions, staffing levels, workload, and users' input on court facility issues and concerns. In conjunction with the operation/staffing survey, the NCSC consultants visited Cook County and met with the facility staff, presiding judges, sheriff, criminal court administrator, clerk of courts, public defender, and other court-related offices that are included in the existing facilities. The NCSC project team then analyzed the data and information collected to identify the current operational practices of the court and relevant issues impacting space use.

Subsequent to the survey analysis, the NCSC project team analyzed historical Cook County court caseload data along with historical population data to simulate future evolvments of court case filing trends. The project consultants established future planning parameters in terms of a levels-of-space-utilization-ratio relative to past experiences and quantified possible needs of courtrooms to process projected future criminal case volumes.

Given the consideration of future criminal court workload evolvments in Cook County, the needs for enhancement of public access to justice, and the objectives to optimize courtroom utilization, the NCSC project team developed facility planning recommendations to streamline future court service delivery mechanisms with phased implementation strategies.

Section 1: Criminal Court System Profile

Jurisdiction of the Circuit Court

In Illinois, the circuit court is the court of original jurisdiction. There are twenty-four circuits in the state. Six are single county circuits (Cook, DuPage, Kane, Lake, McHenry and Will) and the remaining eighteen circuits comprise as few as two and as many as twelve counties each. The Circuit Court of Cook County was created by a 1964 amendment to the Illinois Constitution which reorganized the courts in Illinois. The amendment effectively merged the overlapping jurisdictions of Cook County's previous 161 courts into one uniform and cohesive court of general jurisdiction. For administrative and management purposes, the Circuit Court has divided Cook County into six geographic subdistricts. This allows the court to serve the county's large population with more organization. The Circuit Court's six districts and the areas which they serve are:

1st Municipal District – Chicago (City of Chicago) The First Municipal District serves the City of Chicago, which includes the Leighton Courthouse as well as the following five Branch Court locations included in this study:

- Branch 35 & 38 - 737 East 111th Street
- Branch 34 & 48 - 155 West 51st Street
- Branch 29 & 42 - 2452 West Belmont
- Branch 43 & 44 - 3150 West Flournoy
- Branch 23 & 50 - 5555 West Grand
-

2nd Municipal District – Skokie (Northern suburbs)

3rd Municipal District – Rolling Meadows (Northwestern suburbs)

4th Municipal District – Maywood (Western suburbs)

5th Municipal District – Bridgeview (Southwestern suburbs)

6th Municipal District – Markham (Southern suburbs)

There are two types of judges in the circuit court: circuit judges and associate judges. Circuit judges are elected for a six-year term and may be retained by voters for additional six-year terms and can hear any circuit court case. Associate judges are appointed by circuit judges and can hear any case, including criminal cases punishable by a prison term of one year or more (felonies) if the associate judge receives special authorization by the Supreme Court. The following types of cases are heard in the municipal district court-houses³:

- Felony criminal cases
- Misdemeanor criminal proceedings
- Domestic violence
- Domestic relations cases
- Juvenile justice cases
- Paternity and child support
- Law division tort cases seeking damages in excess of \$100,000
- Three specialty courts: drug court, veterans court and mental health court which hear felony cases.

For the purposes of this study, only the County Criminal Division and the Municipal Criminal Divisions of the Circuit Court were studied. The Criminal Division hears cases in which the state alleges the commission of a serious crime (i.e. armed robbery, assault, burglary, criminal sexual assault, and murder). The Criminal Division also has problem-solving/specialty courts that provide mental health treatment, support for veterans, drug treatment, and support for women charged with prostitution. The Criminal Municipal Divisions will hear cases involving: orders of protection, stalking/civil no contact orders, misdemeanor criminal proceedings, specialty courts for drug treatment, specialty courts for mental health treatment, specialty courts for veterans, felony preliminary hearings, ordinance violations and traffic enforcement citations.

3 Branch Courts in the First Municipal District only hear felony preliminary hearings, misdemeanor preliminary hearings and misdemeanor bench trials.

Current Facility Utilization

County court buildings are dispersed throughout Cook County in the geographic regions that makes up their corresponding districts.⁴ The First Municipal District is further divided into branch court locations within the City of Chicago. The Second through Sixth Municipal Districts are found in suburban areas, outside the City of Chicago.

General observations were made about various departments located at the respective courthouses. The NCSC project team focused on the use of criminal courtrooms and the associated ancillary functional areas. During the course of the study, two branch courts among the eleven court facilities studied were taken out of commission and the court operations were transferred to other facilities.

The three remaining branch court locations currently being utilized are:

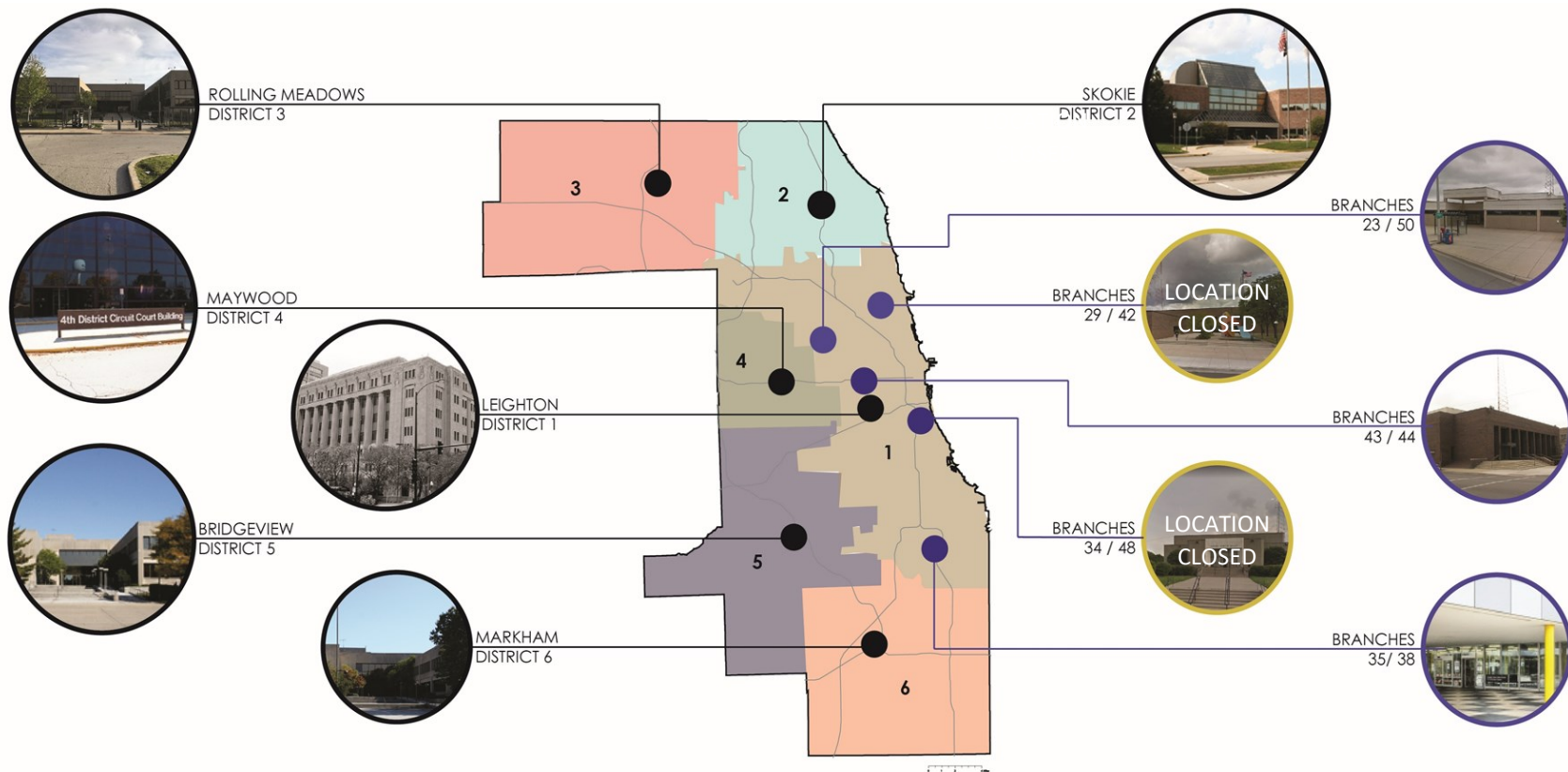
- Branch 23-29 (West Grand Avenue)
- Branch 35-38 (111th Street)
- Branch 43 & 44 (West Flournoy Street)

Even though two branch court locations have closed, this report contains information for all five branch court locations, per the contracted scope of our project work.

There are 135 courtrooms at the 11 court locations. 91 of those are currently utilized for criminal court proceedings. The county owns the Leighton Courthouse, the five suburban courthouses, and one branch court building. The majority of branch court buildings are leased (rent-free) from and maintained by the City of Chicago.

⁴ Refer to Figure 1, Map of Court Facilities Included in Study

Figure 1: Map of Court Facilities Included in this Study



Overview of Existing Facilities

The courthouse buildings studied are from different architectural time periods, constructed between 1927 and 1989. There are signs of wear and tear on the buildings resulting from years of intensive use; however, they are adequately functional and in relatively good condition.

The oldest of the 11 facilities observed is the Leighton Courthouse, originally constructed in 1927; and previously referred to as “26th and Cal”. Its floor plan is a traditional layout where each Judge accesses their assigned courtroom directly from their chambers. Like many aging court facilities throughout the country, this building does not meet the current requirements of a modern facility. However, primary functional space adjacencies do exist such as separate circulation. Basic prisoner holding, and circulation is provided, but needs upgrades throughout. This building’s proximity to the county jail makes it the obvious choice to locate in-custody proceedings so vehicular transportation costs can be reduced or eliminated.

Markham, Rolling Meadows, and Bridgeview Courthouses are often referred to as the “three sisters”. These buildings share almost identical floor plans. They were built between 1977 and 1989. These three facilities have the most modern, functional floor plans including secure separation of circulation paths with a few exceptions. The judicial chambers are not physically attached to a courtroom; therefore, many courtrooms are assigned to a case type and allow multiple judges to share courtrooms.

It was reported that the Skokie Courthouse building was originally designed as a shopping mall and was renovated into a court building in 1980. Regardless of its intended original function, it works well as a court facility.

The Maywood Courthouse was constructed in 1975. It has the most in-custody circulation issues and lacks many of the appropriate modern security standards. This facility and its operations would benefit most from reducing the number of in-custodies circulating throughout the building.

While the District 1 Branch Court facilities are conveniently located to many users in the City of Chicago, they are in the greatest need of repair and upgrades. In particular, the sally ports have serious security deficiencies and various enhancements are needed in the holding areas.

The following table (Figure 3) summarizes the occupancy and areas of each facility. The subsequent pages provide a more detailed overview of the facility conditions, deficiencies, and benefits.

Figure 2: Summary Table of Facility Occupancies

DISTRICT	1						2	3	4	5	6	TOTAL
LOCATION	LEIGHTON	BRANCH 23-50	BRANCH 29-42 CLOSED	BRANCH 34-48 CLOSED	BRANCH 35-38	BRANCH 43-44	SKOKIE	ROLLING MEADOWS	MAYWOOD	BRIDGEVIEW	MARKHAM	TOTAL
FACILITY AREA (SQURE FEET)												
BUILDING GROSS	324,438	19,232	16,424	16,152	20,391	18,418	345,743	335,205	184,841	335,205	317,652	1,933,701
COURT-RELATED DEPT.	173,009	14,007	14,300	10,018	11,492	10,946	168,843	148,814	95,823	151,406	143,323	941,981

COURTROOMS & ANCILLARY SPACES (TOTAL NUMBER)												
TOTAL COURTROOMS	34	2	2	2	2	2	16	21	13	21	20	135
• CRIMINAL FELONY CTRMS	33	0	0	0	0	0	6	2	3	5	5	54
• CRIMINAL MISDMNR. CTRMS	0	1	1	1	1	1	2	5	4	5	4	21
• BOND/PRELIMINARY HEARING/CTRMS	1	1	1	1	1	1	1	1	2	1	1	12
• OTHER COURTROOMS	0	0	0	0	0	0	7	13	4	10	10	48
JUDICIAL CHAMBERS	34	2	2	2	2	2	21	23	20	26	25	159
JURY DELIBERATION	33	0	0	0	0	0	4	6	6	7	9	65
CTRMS WITH DIRECT IN-CUSTODY ACCESS	34	0	0	0	0	0	8	12	4	12	12	48

COURT-RELATED STAFF (FTE)												
TOTAL JUDGES	38	2	2	2	2	2	17	19	15	25	24	148
CLERK OF THE COURT	93	7	6	5	6	6	22	13	47	31	69	305
STATE ATTORNEY	507	5	4	4	5	4	39	27	30	39	50	714
SHERIFF COURT SERV.	160	15	10	14	13	10	44	46	69	62	86	529
JUDICIARY SUPPORT	13	0	0	0	0	0	5	6	3	11	7	45
JURY ADMINISTRATION	5	0	0	0	0	0	1	1	2	2	2	13
COURT REPORTING	4	2	2	2	2	2	17	19	15	20	22	107
INTERPRETING SERVICES	15	2	1	1	1	1	4	5	6	4	2	42
ADULT PROBATION	205	4	3	2	8	2	27	30	32	40	51	404
SOCIAL SERVICES	40	8	10	10	10	9	11	18	17	22	19	174
TOTAL STAFF	1,080	45	38	40	47	36	187	184	236	256	332	2,481

Note: Building square footages were provided by Cook County Capital Planning and the "Cook County R.E.A.S.R.P. Space Utilization Study"

Court Facilities Evaluation

Acknowledging the condition of existing facilities is an important step when considering long-range plans for a court system. Often, users adapt to antiquated buildings that do not promote efficient processes or provide the appropriate means to implement technology or meet modern expectations and standards, whether it's from the public or staff point of view.

Thoughtful facility evaluations require the incorporation of empirical data and the use of a professional observer's judgement. The NCSC team observed eleven facilities and ranked them based on the principles noted below. The building assessments focus on facility utilization and do not include structural or engineering observations.

The following criteria were considered in evaluation of the existing facilities:

- *Building Image and Space Adequacy*
- *Adjacency and Circulation*
- *Convenience and Proximity (to facility users)*
- *Accessibility for Disabled Individuals*
- *Security*
- *Technical and Environmental Considerations*
- *Minimum State Standards*

Criteria for the Evaluation of Facilities

1. **Building Image and Space Adequacy:** This assessment category relates to the appropriateness of the environment created within the existing court facility and the adequacy of the space provided for the court and individual court-related offices within the building. Space adequacy covers the amount of space needed to accommodate daily activities and operations, and the requirements for circulation, equipment, and storage.
2. **Adjacency and Circulation:** Adjacency refers to the association of court or court-related office space with specific functions or operations that permit the most efficient transaction of business on a daily basis. For example, are the high-volume activities located on

the first floor near the courthouse entrance? Are the jury deliberation rooms conveniently located near courtrooms? Circulation refers to the orderly and efficient movement of people from one space to another in the facility.

3. **Convenience and Proximity:** This refers to the proximity with which judges and courthouse employees can accomplish their work and the ease with which the public can reach their destination and receive service. It includes considerations such as site access, proximity to public transportation, and travel time required for in-custody transportation to and from the jail.
4. **Accessibility for Disabled Individuals:** Essential to the free and open access to justice are court facilities where physical barriers do not prohibit persons who are impaired from getting to, entering, or using the services provided. Citizens and staff who are mobility impaired, physically weak, or who have a sight, hearing, manipulation, or other disabilities must be able to navigate freely into the court facility and to each public space within the facility.
5. **Security:** Courthouse security encompasses several different functions or elements that can have different meanings. The general facility element of courthouse security relates to the threat of theft or vandalism. Another element is the circulation/segregation system and features of a courthouse that minimize unintended or inadvertent contact outside the courtrooms among judges, jurors, litigants, in-custody defendants, and others.

Finally, there is the personal safety element, which holds two distinct security issues – lessening the threat or potential for incidents of violence, and appropriately responding to specific threats or actual incidents of violence. This criterion also takes into account the condition and effectiveness of the sally ports.
6. **Technical and Environmental Considerations:** The technical assessment category is concerned with how well the existing facility design promotes the adoption of new technologies. Environmental

considerations refer to the adequacy of heating, cooling, ventilation, lighting, acoustics, and how each affect the performance of those who use the facility

7. Meets Minimum State Standards: Some years ago, the Illinois Supreme Court promulgated “Minimum Courtroom Standards” which were recently revised in 2011. In this document, standards for trial courtrooms, judicial chambers, reception areas, court administrative offices and storage areas, circuit clerk and court reporter offices, attorney/client conference rooms, prisoner holding areas, and jury deliberation and assembly rooms are outlined.
8. Overall Adequacy: Bearing in mind criteria one through seven above, the NCSC project team assigned a general rating for each facility to summarize and simplify the overall facility adequacy. These Facility Evaluation Summaries are presented in this section of the report.

Facility Evaluation Summary

District 1

Leighton Criminal Court Building

Originally constructed in 1929, the historic court building was recently renamed the George N. Leighton Criminal Court Building after the first African American on the Illinois Appellate Court and a Federal District Court Judge.

Leighton Criminal Court Building Primary Use

The Leighton Criminal Court Building houses judicial officers and support staff from two divisions, the Criminal Division and the Pretrial Division. The Criminal Division has 33 courtrooms, one of which is shared with the Pretrial Division. The Pretrial Division has one courtroom and shares a second with the Criminal Division. A Grand Jury Room exists on the 4th floor, and a small Hearing Room (#501) is available and is equipped with video conference equipment.

Some improvements that are currently in the works address: accessibility in the holding areas, creating space for attorney/client meeting rooms, and adding a lactation room.

Building Image and Space Adequacy

- Original courtrooms on upper levels have ample space
- Space is limited in lower level courtrooms
- Storage space is limited
- General maintenance and repair are needed throughout
- Lack of attorney / client meeting space
- Lack of departmental meeting space
- Judicial chambers are adequate for routine work
- Sound lock vestibules from public corridors to the courtrooms do not exist

Adjacency and Circulation

- Public high-traffic destinations are located on the first floor
- Judicial Chambers and Jury Deliberation rooms are accessible directly from the courtrooms
- A public general information desk is not located at the entry

Convenience and Proximity

- Facility is located next to the county jail
- Public transportation is available
- Public parking is available

Accessibility for Disabled Individuals

- Public entry is adequate
- Judge's benches are not ADA compliant
- Not all jury boxes and witness stands are ADA compliant
- Holding cells are not ADA compliant

Security

- Suicide risk in holding cells
- Inadequate/substandard prisoner holding facilities
- Additional cameras and panic buttons are needed throughout
- Most circulation paths are separate; however, in many locations, a judge and in-custody share a vestibule when entering the courtroom

Technical and Environmental Considerations

- Lack of modern technology in courtrooms
- Tripping hazards exist in some locations where cords are running across the floor.
- Wireless internet access is needed throughout

Branch Courthouses

This study assesses five branch court locations; however, two of those locations are now closed.

Branch Courts Primary Use

The matters heard at the branch court locations are misdemeanor bail hearings, misdemeanor trials and felony preliminary hearings. Each branch has two courtrooms.

Building Image and Space Adequacy

- Courtrooms sizes are appropriate
- Sound lock vestibules are not provided
- Storage space is limited
- Lack of attorney / client meeting space
- Judicial chambers are adequate for routine work

Adjacency and Circulation

- In-custodies cross circulation paths with staff and judges

Convenience and Proximity

- Located in the City of Chicago and convenient to the public and police department

Accessibility for Disabled Individuals

- Public entry is problematic in some locations
- Judge's benches are not ADA compliant
- Some holding cells are not ADA compliant

Security

- Sally port is in-adequate
- Holding cells need upgrades

Technical and Environmental Considerations

- Climate control issues

District 2

Skokie Courthouse

Skokie Courthouse Primary Use

The Second Municipal District has 16 courtrooms, 9 of which are used for criminal proceedings. Cases heard include traffic and misdemeanors, felony cases (both suburban and City of Chicago), civil, domestic violence, expungements, and youth ordinances.

Building Image and Space Adequacy

- Courtrooms sizes are appropriate
- Sound lock vestibules are not provided
- Storage space is limited
- Lack of attorney / client meeting space
- Judicial chambers are adequate for routine work
- Jury deliberation and courtroom ancillary spaces are provided

Adjacency and Circulation

- Public high-traffic destinations are located on the first floor
- Judicial Chambers and Jury Deliberation rooms are accessible directly from the courtrooms

Convenience and Proximity (Districts 3, 5, 6)

- The facilities are convenient to the public and accessible by public transportation
- Ample parking is provided

Accessibility for Disabled Individuals

- Judge's benches are not ADA compliant
- Public entry is adequate
- Holding cells are not ADA compliant

Security

- Typically, one single point of entry for all persons is recommended. However, the building layout promotes two equal entry points. Both are staffed by the security team and have adequate scanning equipment.
- Most circulation paths are separate; however, when a courtroom that lacks direct access to a holding cell is used, in-custody individuals are escorted through the staff and judicial corridor.

Technical and Environmental Considerations

- Lack of modern technology in courtrooms
- Wireless internet access is needed throughout

Districts 3, 5, 6

Rolling Meadows, Bridgeview, and Markham Courthouses

These three buildings share an almost identical floor plan and were constructed between the years of 1977 to 1989. Due to their similar design, they share many concerns and benefits.

Several courtrooms in all three buildings utilize the "key date" system, where each municipality is assigned a certain day(s) of the month for its cases. The key date system allows police officers and other enforcement officials to attend court on a regular bases and still be able to carry out their other duties away from court. Judges assigned to these courtrooms rotate as assigned by the Presiding Judge, except for the expungement call at the Rolling Meadows location which is overheard by the Presiding Judge.

Rolling Meadows Courthouse (District 3) Primary Use

The Third Municipal District has a total of 21 courtrooms, 8 of which are used for criminal proceedings. Criminal felony cases and preliminary felony hearings are heard in three courtrooms by three assigned judges. Misdemeanor jury trials are heard on an assigned basis and misdemeanor motions are heard by an assigned judge in one courtroom. A fifth courtroom hears only domestic violence matters, including felony and misdemeanor prosecutions, and civil orders of protection.

Civil cases are heard by assigned judges in three courtrooms and eviction cases are heard in those same three courtrooms one day per week.

Domestic relations cases are heard in two dedicated courtrooms by two assigned judges of the Domestic Relations Division.

Juvenile matters are heard periodically as assigned by the Juvenile Justice and Child Protection Division. Parentage cases and the Presiding Judge's expungement call are heard in one courtroom, which also serves as an additional courtroom as needed for jury and other trials.

Bridgeview Courthouse (District 5) Primary Use

The Fifth Municipal District has a total of 21 courtrooms, 11 of which are currently used for criminal proceedings. Felony, domestic violence and civil cases are scheduled in courtrooms as assigned by individual calendars per the judge hearing the case.

Markham Courthouse (District 6) Primary Use

The Sixth Municipal District has a total of 20 courtrooms, 10 of which are currently used for criminal proceedings. Felony, domestic violence and civil cases are scheduled in courtrooms as assigned by individual calendars per the judge hearing the case.

It's worth noting that in the Sixth District, judge and court personnel are sent to twelve municipalities (called "outcalls") to preside over minor traffic and ordinance violation cases. Outcalls are held in courtrooms provided by each municipality, in either the local police department or village hall.

Building Image and Space Adequacy (Districts 3, 5, 6)

- Courtrooms sizes are appropriate
- Sound lock vestibules are not provided
- Storage space is limited
- Lack of attorney / client meeting space
- Judicial chambers are adequate for routine work
- Jury deliberation and courtroom ancillary spaces are provided

Adjacency and Circulation (Districts 3, 5, 6)

- Most functional layout of all facilities
- Most circulation paths are separate; however, when a courtroom that lacks direct access to a holding cell is used, in-custody individuals are escorted through the staff and judicial corridor.

Convenience and Proximity (Districts 3, 5, 6)

- The facilities are convenient to the public and accessible by public transportation
- Ample parking is provided

Accessibility for Disabled Individuals (Districts 3, 5, 6)

- Public entry is adequate
- Judge's benches are not ADA compliant

- Not all jury boxes and witness stands are ADA compliant
- Some holding cells are not ADA compliant

Security (Districts 3, 5, 6)

- Additional cameras and panic buttons are needed
- In-custody circulation mixes with the public or staff in some areas

Technical and Environmental Considerations (Districts 3, 5, 6)

- Lack of modern technology in courtrooms
- Wireless internet access is needed throughout

District 4

Maywood Courthouse

The Fourth Municipal District has a total of 13 courtrooms, 9 of which are currently used for criminal proceedings.

Building Image and Space Adequacy

- Courtrooms sizes are appropriate
- Sound lock vestibules are not provided
- Storage space is limited
- Lack of attorney / client meeting space

Adjacency and Circulation

- Some circulation paths are separate; however, when a courtroom that lacks direct access to a holding cell is used, in-custody individuals are escorted through the staff and judicial corridor.

Convenience and Proximity

- The facility is accessed by one side road which is not easy to identify by those who are not familiar with the location.

Accessibility for Disabled Individuals

- Public entry is adequate
- Judge's benches are not ADA compliant
- Not all jury boxes and witness stands are ADA compliant
- Some holding cells are not ADA compliant

Security

- Additional cameras and panic buttons are needed
- In-custody circulation mixes with the public or staff in some areas

Technical and Environmental Considerations

- Lack of modern technology in courtrooms
- Wireless internet access is needed throughout

Court Facility Rating Criteria

The NCSC project team considered the ratings assigned for each criterion and summarized those into an “overall adequacy” rating which gives a simplified overview/assessment of the facility condition as it relates primarily to criminal proceedings and the evaluation criteria set forth above.

- Good = 3 points:
Satisfactory condition and exceeds requirements.
- Adequate = 2 points:
As good as necessary to fulfill requirements.
- Marginal = 1 point:
Meets minimal requirements and is almost insufficient.

- Poor = 0 points:
Deficient in many aspects, inadequate and does not meet typical minimum standards.

Overall Adequacy Calculation:

- Total of 18 points possible for Overall Adequacy
- 12 points & above = Good
- 6-11 points = Adequate
- Below 6 points = Marginal

Figure 3: Summary Table of Existing Facilities Evaluation

DIS TR I CT	BUILDING	ORIGINAL CON- STRUCTION DATE	BUILDING IM- AGE AND SPACE ADEQUACY	ADJACENCY AND CIRCULATION	CONVENIENCE AND PROXIMITY	ACCESSIBILITY FOR DISABLED	SECURITY	TECHNOLOGY AND ENVIRONMENT	OVERALL ADEQUACY
1	LEIGHTON COURT BUILDING	1927	ADEQUATE	ADEQUATE	GOOD	MARGINAL	GOOD	POOR	11
	BRANCHES 23-50 (LEASED)	1987	MARGINAL	ADEQUATE	GOOD	MARGINAL	POOR	POOR	7
	BRANCHES 29-42 (CLOSED)	-	MARGINAL	ADEQUATE	GOOD	POOR	POOR	POOR	6
	BRANCHES 34-48 (CLOSED)	-	MARGINAL	ADEQUATE	GOOD	POOR	POOR	POOR	6
	BRANCHES 35-38 – 111 th St.	1980	MARGINAL	ADEQUATE	GOOD	ADEQUATE	POOR	POOR	7
	BRANCHES 43-44 (LEASED)	-	MARGINAL	ADEQUATE	GOOD	MARGINAL	POOR	POOR	6
2	SKOKIE COURTHOUSE	1980	GOOD	ADEQUATE	GOOD	ADEQUATE	GOOD	POOR	13
3	ROLLING MEADOWS COURTHOUSE	1987	GOOD	ADEQUATE	GOOD	ADEQUATE	GOOD	POOR	13
4	MAYWOOD COURTHOUSE	1975	ADEQUATE	MARGINAL	GOOD	ADEQUATE	MARGINAL	POOR	9
5	BRIDGEVIEW COURTHOUSE	1989	GOOD	ADEQUATE	GOOD	ADEQUATE	GOOD	POOR	13
6	MARKHAM COURTHOUSE	1977	GOOD	ADEQUATE	GOOD	ADEQUATE	GOOD	POOR	12

Facility Evaluation Findings Impact Future Planning

The NCSC team examined the existing building conditions to discover their potential capacities and their ability to adapt to the changes envisioned by this report. All five of the suburban courthouses and the Leighton Courthouse have unrealized capacity based on criminal workload. While each of those six buildings have unique upgrade needs; in general, they are adequate, to various degrees, in terms of their functional adjacencies, security arrangements, and capacity.

In short, the way each facility impacts future space needs and planning can be summarized as follows:

- Leighton needs upgrades and repairs throughout, but the building functions well and its proximity to the jail is very convenient. The holding areas need urgent attention and should be upgraded to meet current code, and ADA (accessibility) requirements. All the courtrooms have holding cells directly adjacent to them.
- Skokie, Rolling Meadows, Bridgeview, and Markham Courthouses were built with features more or less consistent with modern courthouse design standards in terms of security arrangements (separate circulation paths for judges, in-custodies, and the public) and functional adjacencies. Approximately half of the courtrooms have holding cells directly adjacent.
- The Maywood Courthouse only has 4 courtrooms with direct in-custody access from a holding cell. This limits the number of in-custody proceedings that can take place safely in the building. Access to the courthouse site itself poses another security concern regarding prisoner transport. The facility is accessed by a single side road which limits visibility and wayfinding, and it causes vehicular congestion.
- The branch court locations are in the most need of repair and upgrades. Simply put, all have adequate to marginal conditions due to ADA (accessibility) deficiencies but unsatisfactory building con-

ditions (interior finishes, furnishings, building systems). Inadequate setback distances from surrounding public traffic pose security risks, too, in the Sallyport area.



Chicago, Illinois 60608

Jurisdiction: City of Chicago


First Municipal District – City of Chicago
George N. Leighton Criminal Court Building

Figure 4: Facility Occupancy Summary

BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET	324,438

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (34 TOTAL)	0	8	9	17
GRAND JURY COURTROOM	1	-	-	-
JURY-CAPABLE COURTROOMS	33			
NON-JURY COURTROOMS (BOND CT)	1			
COURTROOMS WITH HOLDING	34			
JURY DELIBERATION ROOMS	33			
JUDICIAL CHAMBERS	34			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	38	-
CLERK OF THE COURT	93	1,923
STATE ATTORNEY	507	7,627
SHERIFF COURT SERVICES	160	39,422
JUDICIARY SUPPORT	13	123,263
CENTRAL BOND COURT	12	-
OFFICE OF THE CHIEF JUDGE		774
• JURY ADMINISTRATION	5	
• COURT REPORTING	4	
• OFFICE OF INTERPRETING SERVICES	15	
• ADULT PROBATION	205	
• SOCIAL SERVICES	40	
TOTAL COURT-RELATED DEPARTMENTS	1,076	173,009



OTHER DEPARTMENTS	
CHILDREN'S ADVOCACY ROOM	1,687
TENANT GOVERNMENT USE	2,189
TENANT RELATED PRIVATE USE	964
FACILITIES MANAGEMENT	12,260
CUSTODIAN	3,907
TOTAL OTHER DEPARTMENTS	21,007
Note: A part of the staff under Office of the Chief Judge is in the administration building.	

Figure 5: Existing Occupant Space Allocation

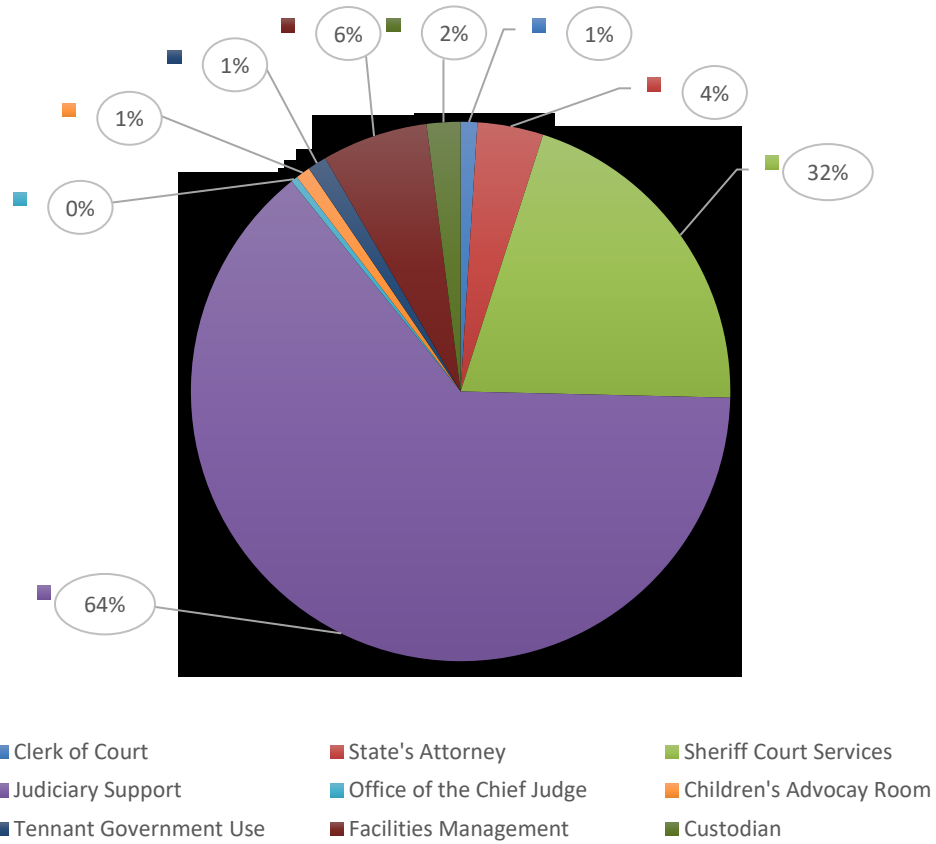


Figure 6: Image of First Municipal District Courthouse and Surrounding County Facilities



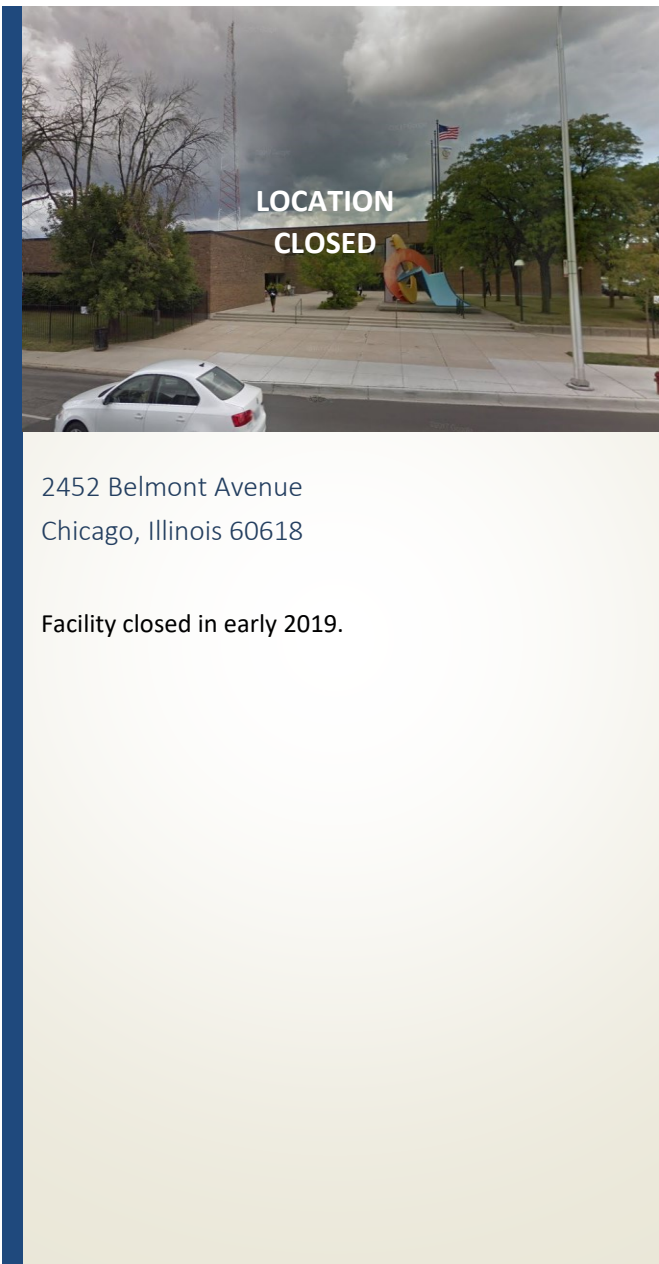
5555 West Grand Avenue
Chicago, Illinois 60639

Branches 23/50 – West Grand Avenue

Figure 7: Facility Occupancy Summary

BUILDING AREA		GROSS SQUARE FEET			
TOTAL BUILDING GROSS SQUARE FEET (OCCUPIED BY COUNTY)		19,232			
COURTROOMS & ANCILLARY SPACES					
		BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (2 TOTAL)		0	0	2	0
JURY-CAPABLE COURTROOMS		0			
NON-JURY COURTROOMS		2			
COURTROOMS WITH HOLDING		2			
JURY DELIBERATION ROOMS		0			
JUDICIAL CHAMBERS		2			

COURT-RELATED DEPARTMENTS		STAFF	DEPT. SQUARE FEET
TOTAL JUDGES		2	-
CLERK OF THE COURT		7	878
STATE ATTORNEY		5	873
SHERIFF COURT SERVICES		15	4,113
JUDICIARY SUPPORT		0	5,606
JURY ADMINISTRATION		0	-
OFFICE OF THE CHIEF JUDGE			
•	COURT REPORTING	2	232
•	OFFICE OF INTERPRETING SERVICES	2	
•	ADULT PROBATION	4	1,158
•	SOCIAL SERVICES	8	1,147
TOTAL COURT-RELATED DEPARTMENTS		45	14,007
OTHER DEPARTMENTS		DEPT. SQUARE FEET	
PUBLIC DEFENDER		197	
FACILITIES MANAGEMENT		83	
TOTAL OTHER DEPARTMENTS		280	



Branches 29/42 – 2452 Belmont Avenue

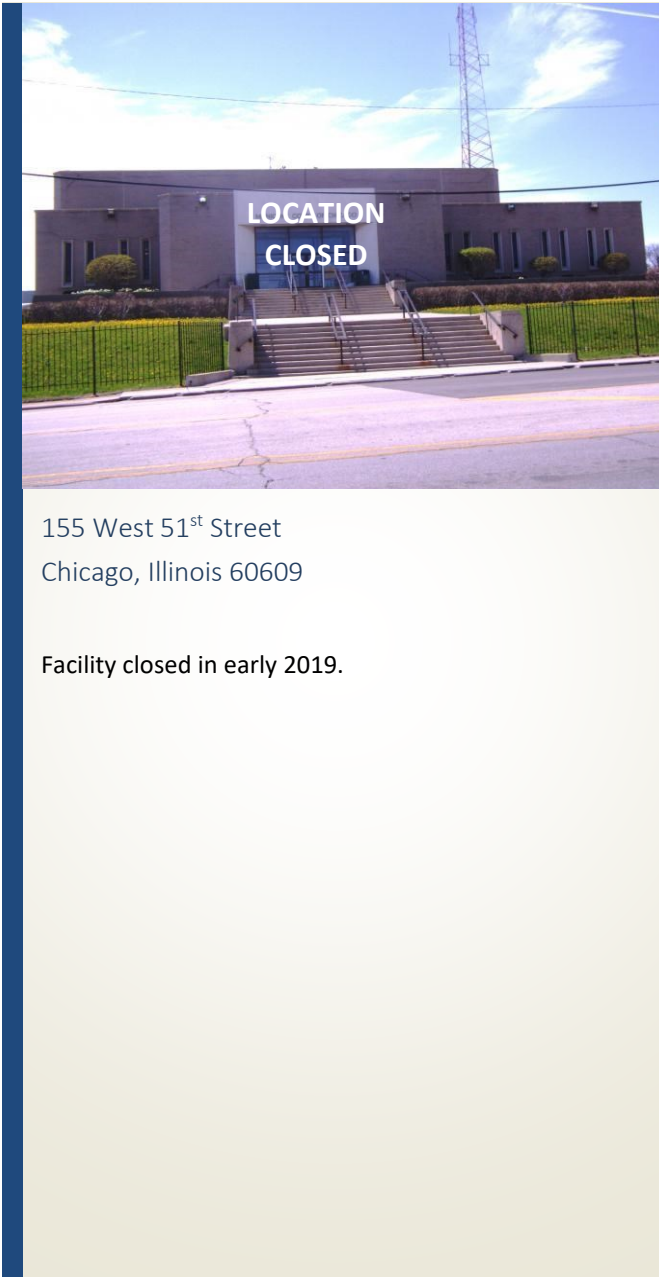
Figure 8: Facility Occupancy Summary

BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET (OCCUPIED BY COUNTY)	16,442

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (2 TOTAL)	0	2	0	0
JURY-CAPABLE COURTROOMS	0			
NON-JURY COURTROOMS	2			
COURTROOMS WITH HOLDING	2			
JURY DELIBERATION ROOMS	0			
JUDICIAL CHAMBERS	2			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	2	-
CLERK OF THE COURT	6	1,050
STATE ATTORNEY	4	643
SHERIFF COURT SERVICES	10	2,939
JUDICIARY SUPPORT	0	4,830
JURY ADMINISTRATION	0	-
OFFICE OF THE CHIEF JUDGE		
• COURT REPORTING	2	1,960
• OFFICE OF INTERPRETING SERVICES	1	
• ADULT PROBATION	3	918
• SOCIAL SERVICES	10	1,960
TOTAL COURT-RELATED DEPARTMENTS	38	14,300

OTHER DEPARTMENTS	
PUBLIC DEFENDER	211
TOTAL OTHER DEPARTMENTS	211



155 West 51st Street
Chicago, Illinois 60609

Facility closed in early 2019.

Branches 34/48 –West 51st Street

Figure 9: Facility Occupancy Summary

APPROXIMATE BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET (OCCUPIED BY COUNTY)	16,152

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (2 TOTAL)	0	0	2	0
JURY-CAPABLE COURTROOMS	0			
NON-JURY COURTROOMS (BOND CT)	2			
COURTROOMS WITH HOLDING	2			
JURY DELIBERATION ROOMS	0			
JUDICIAL CHAMBERS	2			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	2	
CLERK OF THE COURT	5	408
STATE ATTORNEY	4	835
SHERIFF COURT SERVICES	14	2,919
JUDICIARY SUPPORT	0	4,175
OFFICE OF THE CHIEF JUDGE		-
• ADULT PROBATION	2	499
• SOCIAL SERVICES	10	1,182
• COURT REPORTING	2	-
• OFFICE OF INTERPRETING SERVICES	1	-
TOTAL COURT-RELATED DEPARTMENTS	40	10,018



727 East 111th Street
Chicago, Illinois 60628

Branches 35/38 –111th Street

Figure 10: Facility Occupancy Summary

BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET (OCCUPIED BY COUNTY)	20,391

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (2 TOTAL)	0	0	0	2
JURY-CAPABLE COURTROOMS	0			
NON-JURY COURTROOMS	2			
COURTROOMS WITH HOLDING	2			
JURY DELIBERATION ROOMS	0			
JUDICIAL CHAMBERS	2			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	2	-
CLERK OF THE COURT	6	840
STATE ATTORNEY	5	746
SHERIFF COURT SERVICES	13	4,144
JUDICIARY SUPPORT	0	4,359
JURY ADMINISTRATION	0	
OFFICE OF THE CHIEF JUDGE		188
• ADULT PROBATION	8	
• COURT REPORTING	2	
• OFFICE OF INTERPRETING SERVICES	1	
• SOCIAL SERVICES	10	
TOTAL COURT-RELATED DEPARTMENTS	47	11,492

OTHER DEPARTMENTS	DEPT. SQUARE FEET
PUBLIC DEFENDER	861
TENANT GOVERNMENT USE	402
TOTAL OTHER DEPARTMENTS	1,263



3150 West Flourney Street
Chicago, Illinois 60612

Branches 43/44 – West Flourney

Figure 11: Facility Occupancy Summary

APPROXIMATE BUILDING AREA USED BY COUNTY	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET	18,418

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (2 TOTAL)	0	0	2	0
JURY-CAPABLE COURTROOMS	0			
NON-JURY COURTROOMS (BOND CT)	2			
COURTROOMS WITH HOLDING	2			
JURY DELIBERATION ROOMS	0			
JUDICIAL CHAMBERS	2			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	2	-
CLERK OF THE COURT	6	422
STATE ATTORNEY	4	723
SHERIFF COURT SERVICES	10	3,002
JUDICIARY SUPPORT	0	4,549
OFFICE OF THE CHIEF JUDGE		327
• COURT REPORTING	2	
• ADULT PROBATION	2	
• OFFICE OF INTERPRETING SERVICES	1	
• SOCIAL SERVICES	9	
TOTAL COURT-RELATED DEPARTMENTS	36	10,946

OTHER DEPARTMENTS	DEPT. SQUARE FEET
PUBLIC DEFENDER	232
SHERIFF'S POLICE (WARRANTS)	80
TOTAL OTHER DEPARTMENTS	312



5600 Old Orchard Road
Skokie, Illinois 60077

Jurisdiction: Northern Suburbs

Second Municipal District
Skokie Courthouse

Figure 12: Facility Occupancy Summary

BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET	345,743

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (16 TOTAL)	1	5	10	0
JURY-CAPABLE COURTROOMS	12			
NON-JURY COURTROOMS	4			
COURTROOMS WITH HOLDING	8			
JURY DELIBERATION ROOMS	4			
JUDICIAL CHAMBERS	21			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	17	-
CLERK OF THE COURT	22	53,633
STATE ATTORNEY	39	10,360
SHERIFF COURT SERVICES	44	19,642
JUDICIARY SUPPORT	5	52,253
LAW LIBRARY		4,889
OFFICE OF THE CHIEF JUDGE		8,518
• JURY ADMINISTRATION	1	
• COURT REPORTING	17	
• OFFICE OF INTERPRETING SERVICES	4	
• ADULT PROBATION	27	
• SOCIAL SERVICES	11	
• JUVENILE PROBATION		
TOTAL COURT-RELATED DEPARTMENTS	187	168,843

OTHER DEPARTMENTS	DEPT. SQUARE FEET
ADMINISTRATIVE HEARINGS	1,272
BOARD OF REVIEW	558
BUILDING AND ZONING	2,922
CHILDREN'S WAITING REV. FUND	3,681
CUSTODIAN	3,170
COUNTY ASSESSOR	4,044
COUNTY CLERK	2,471
FACILITIES MANAGEMENT	8,342
PUBLIC DEFENDER	6,813
PUBLIC HEALTH	1,040
SHARED SPACE	6,366
SHERIFF'S POLICE	7,626
TENANT RELATED PRIVATE USE	2,758
VACANT	3,290
WIC SUPPLEMENTAL NUTRICIAN	573
TOTAL OTHER DEPARTMENTS	54,926

Figure 13: Existing Occupant Space Allocation

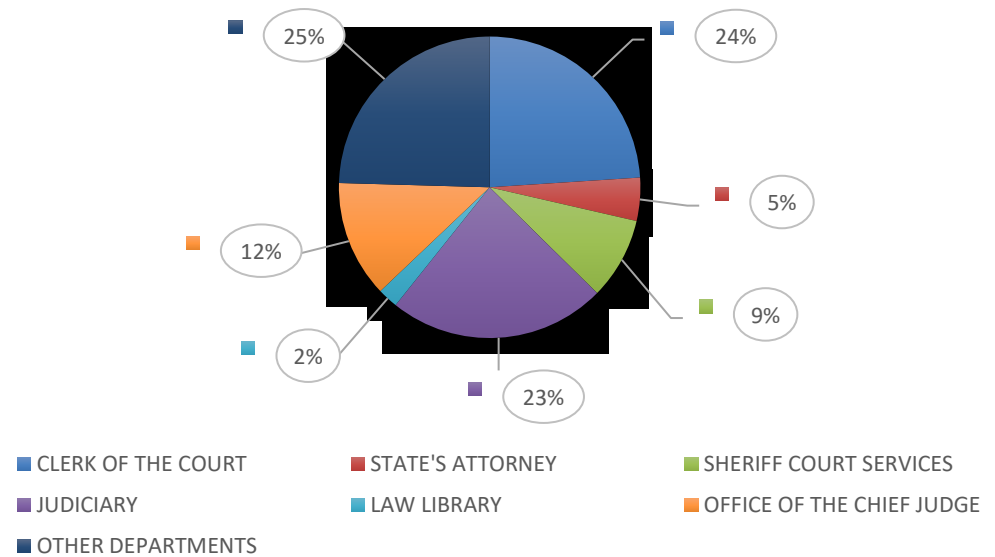
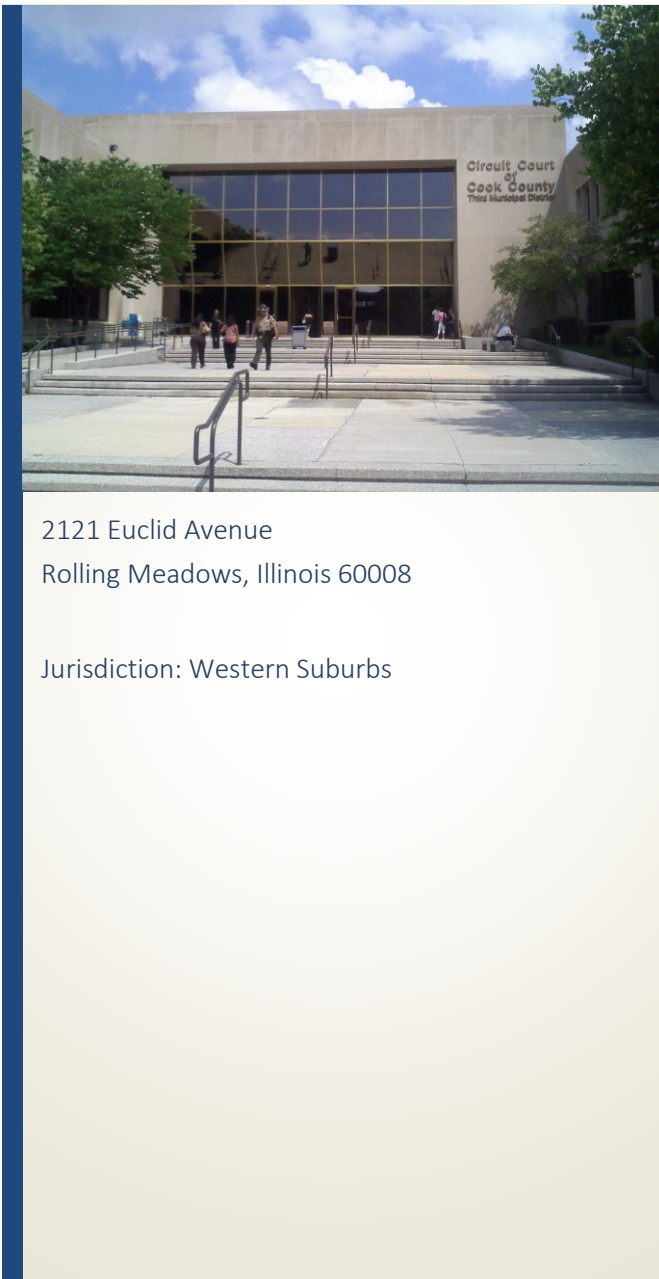


Figure 14: Image of Second Municipal District Courthouse and Surrounding Area





Third Municipal District
Rolling Meadows Courthouse

Figure 15: Facility Occupancy Summary

APPROXIMATE BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET	335,205

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (21 TOTAL)	1	5	12	3
JURY-CAPABLE COURTROOMS	19			
NON-JURY COURTROOMS	2			
COURTROOMS WITH HOLDING	11			
JURY DELIBERATION ROOMS	6			
JUDICIAL CHAMBERS	23			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	19	-
CLERK OF THE COURT	13	23,529
STATE ATTORNEY	27	14,565
SHERIFF COURT SERVICES	46	21,154
JUDICIARY SUPPORT	6	57,952
OFFICE OF THE CHIEF JUDGE		
• JURY ADMINISTRATION	1	10,528
• COURT REPORTING	19	
• OFFICE OF INTERPRETING SERVICES	5	
• ADULT PROBATION	30	
• SOCIAL SERVICES	18	11,218
• DOMESTIC RELATIONS		5,412
• DOMESTIC VIOLENCE COOR. COUNCILS		218
JUVENILE PROBATION		197
JUVENILE PROBATION		4,041
TOTAL COURT-RELATED DEPARTMENT	184	148,814

OTHER DEPARTMENTS	DEPT. SQUARE FEET
ADMINISTRATIVE HEARINGS	1,082
BOARD OF REVIEW	295
CHILDRENS ADVOCACY ROOM	2,775
CUSTODIAN	5,544
COUNTY CLERK	1,737
FACILITIES MANAGEMENT	8,273
PUBLIC DEFENDER	8,149
PUBLIC HEALTH	7,108
SHARED SPACE	5,416
SHERIFF'S POLICE	4,747
RECORDER OF DEEDS	2,165
TENANT RELATED PRIVATE USE	4,272
VACANT	8,631
WIC SUPPLEMENTAL NUTRICIAN	2,489
TOTAL OTHER DEPARTMENTS	62,683

Figure 16: Existing Occupant Space Allocation

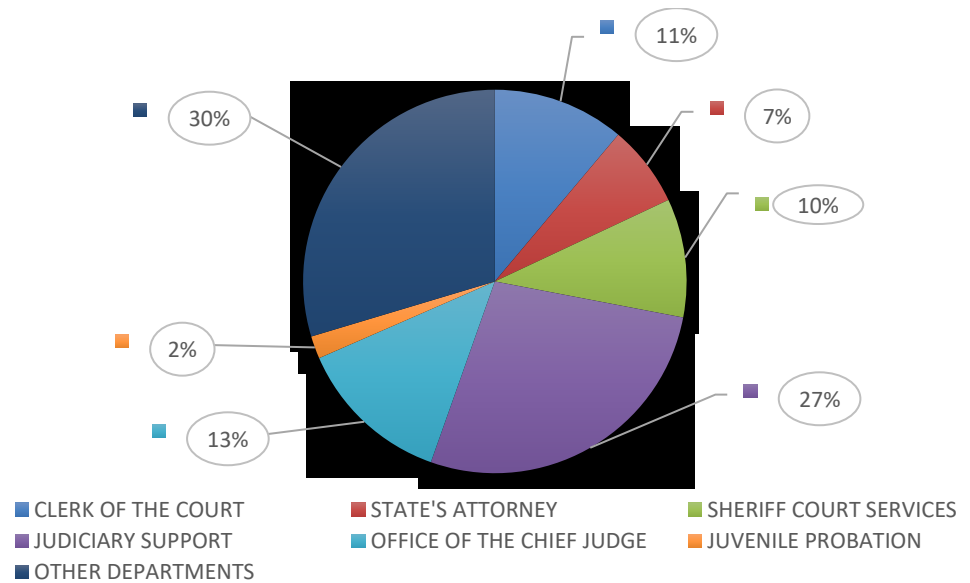
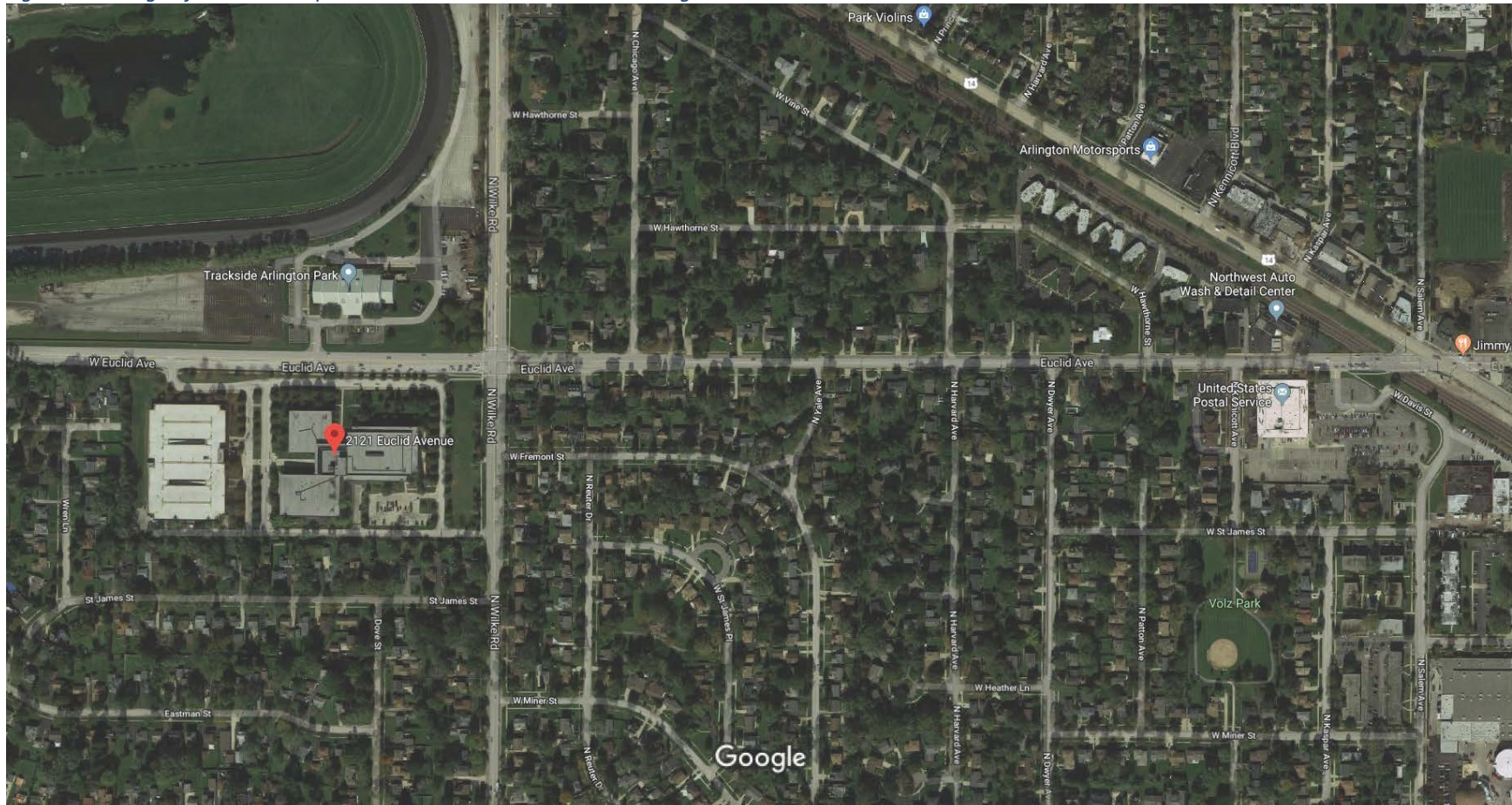


Figure 17: Image of Third Municipal District Courthouse and Surrounding Area



Imagery ©2019 Google, Map data ©2019 Google 200 ft



1500 Maybrook Drive
Maywood, Illinois 60153

Jurisdiction: Western Suburbs

Fourth Municipal District
Maywood Courthouse

Figure 18: Facility Occupancy Summary

APPROXIMATE BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET	184,841

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (13 TOTAL)	3	0	6	4
JURY-CAPABLE COURTROOMS	13			
NON-JURY COURTROOMS	0			
COURTROOMS WITH HOLDING	8			
JURY DELIBERATION ROOMS	6			
JUDICIAL CHAMBERS	20			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	15	-
CLERK OF THE COURT	47	11,025
STATE ATTORNEY	30	5,820
SHERIFF COURT SERVICES	69	11,487
JUDICIARY SUPPORT	3	42,618
LAW LIBRARY		1,704
OFFICE OF THE CHIEF JUDGE		6,050
• JURY ADMINISTRATION	2	
• COURT REPORTING	15	
• OFFICE OF INTERPRETING SERVICES	6	
• ADULT PROBATION	32	
• SOCIAL SERVICES	17	
JUVENILE PROBATION		2,824
TOTAL COURT-RELATED DEPARTMENTS	236	95,823

OTHER DEPARTMENTS	DEPT. SQUARE FEET
ADMINISTRATIVE HEARINGS	699
BOARD OF REVIEW	722
CHILDREN'S WAITING REV. FUND	3,081
CUSTODIAN	1,760
ENVIRONMENTAL CONTROL	7,911
FACILITIES MANAGEMENT	7,586
PUBLIC DEFENDER	3,370
SHARED SPACE	1,154
TENANT RELATED PRIVATE USE	575
TOTAL OTHER DEPARTMENTS	26,858

Figure 19: Existing Occupant Space Allocation

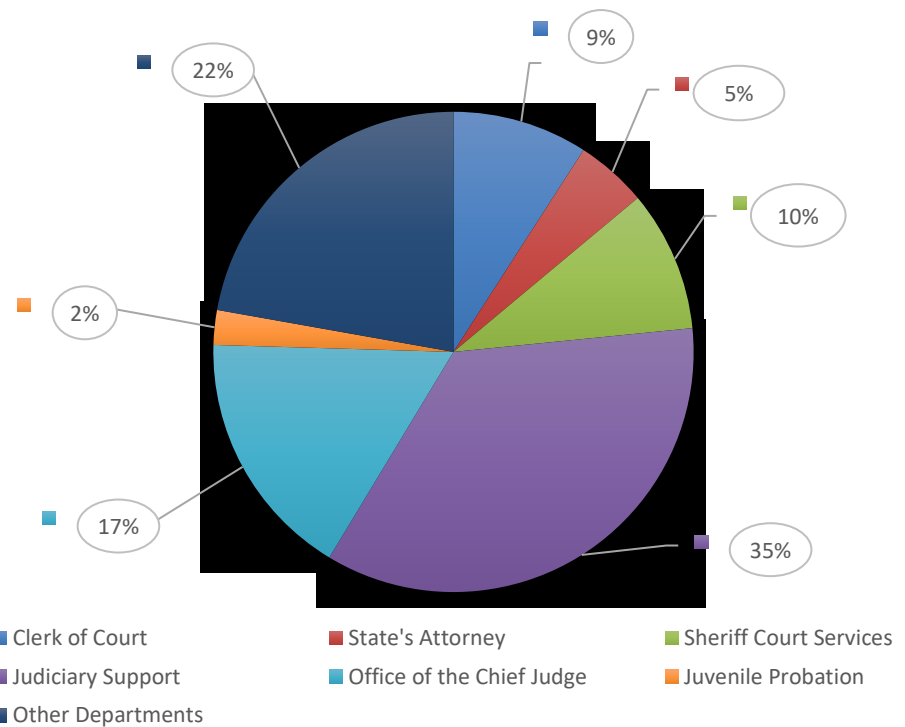
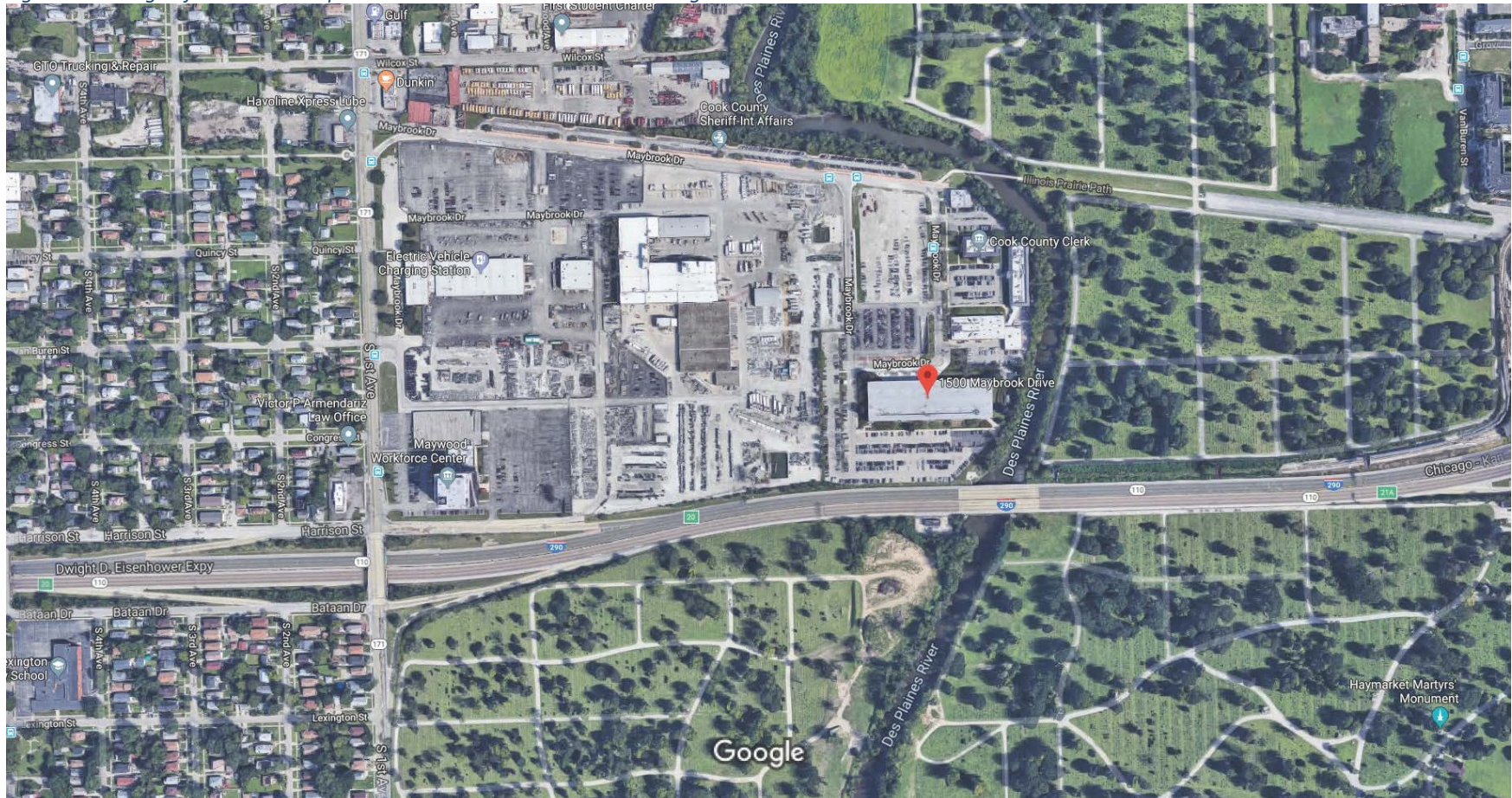


Figure 20: Image of Fourth Municipal District Courthouse and Surrounding Area



Imagery ©2019 Google, Map data ©2019 Google 200 ft



Bridgeview Courthouse
10220 South 76th Avenue
Bridgeview, Illinois 60455

Jurisdiction: Southwest Suburbs

Fifth Municipal District
Bridgeview Courthouse

Figure 21: Facility Occupancy Summary

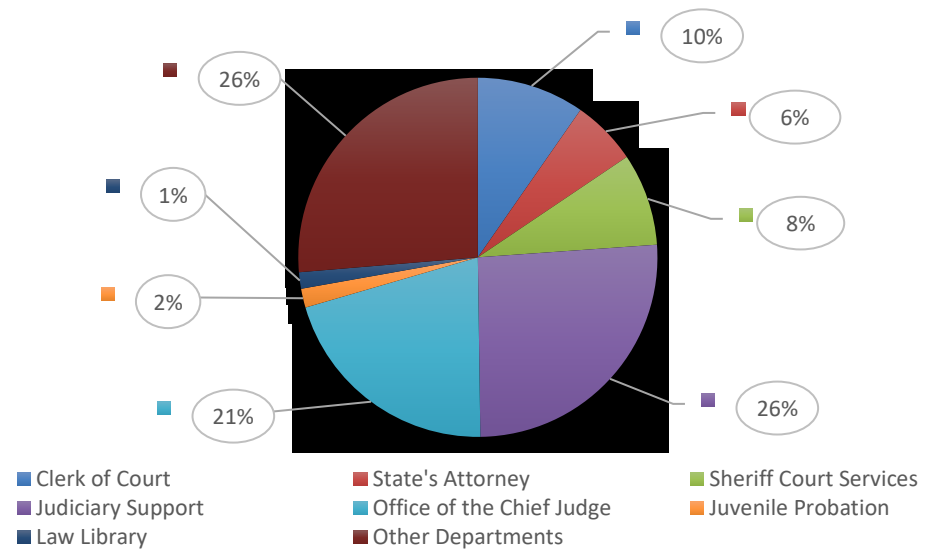
BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET	335,205

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (21 TOTAL)	1	5	12	3
JURY-CAPABLE COURTROOMS	18			
NON-JURY COURTROOMS	3			
COURTROOMS WITH HOLDING	12			
JURY DELIBERATION ROOMS	7			
JUDICIAL CHAMBERS	26			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	25	-
CLERK OF THE COURT	31	22,572
STATE ATTORNEY	39	13,706
SHERIFF COURT SERVICES	62	19,389
JUDICIARY	11	60,383
OFFICE OF THE CHIEF JUDGE		10,088
• JURY ADMINISTRATION	2	
• COURT REPORTING	20	
• OFFICE OF INTERPRETING SERVICES	4	
• ADULT PROBATION	40	
• REENTRY & DIVERSION PROGRAMS		1,047
• SOCIAL SERVICES	22	5,429
JUVENILE PROBATION		3,979
LAW LIBRARY		3,447
TOTAL COURT-RELATED DEPARTMENTS	256	151,406

OTHER DEPARTMENTS	DEPT. SQUARE FEET
ADMINISTRATIVE HEARINGS	1,044
ANIMAL CONTROL	4,135
BOARD OF REVIEW	303
BUILDING AND ZONING	1,691
CHILDREN'S WAITING REV. FUND	2,200
CUSTODIAN	3,000
COUNTY ASSESSOR	2,860
COUNTY CLERK	1,991
FACILITIES MANAGEMENT	6,434
PUBLIC DEFENDER	7,669
SHARED SPACE	6,123
SHERIFF'S POLICE	4,016
RECORDER OF DEEDS	777
TENANT GOVERNMENT USE	1,506
TENANT RELATED PRIVATE USE	5,328
VACANT	12,301
TOTAL OTHER DEPARTMENTS	61,378

Figure 22: Existing Occupant Space Allocation





Markham Courthouse
16501 South Kedzie Parkway
Markham, Illinois 60428

Jurisdiction: Southern Suburbs

Sixth Municipal District
Markham Courthouse

Figure 24: Facility Occupancy Summary

BUILDING AREA	GROSS SQUARE FEET
TOTAL BUILDING GROSS SQUARE FEET	317,652

COURTROOMS & ANCILLARY SPACES				
	BELOW 1200 NSF	1200- 1399 NSF	1400- 1700 NSF	ABOVE 2000 NSF
COURTROOMS (20 TOTAL)	6	7	5	2
JURY-CAPABLE COURTROOMS	13			
NON-JURY COURTROOMS	7			
COURTROOMS WITH HOLDING	13			
JURY DELIBERATION ROOMS	9			
JUDICIAL CHAMBERS	25			

COURT-RELATED DEPARTMENTS	STAFF	DEPT. SQUARE FEET
TOTAL JUDGES	24	-
CLERK OF THE COURT	69	19,418
STATE ATTORNEY	50	16,003
SHERIFF COURT SERVICES	86	21,751
JUDICIARY SUPPORT	7	60,109
OFFICE OF THE CHIEF JUDGE	-	8,785
• JURY ADMINISTRATION	2	
• COURT REPORTING	22	
• OFFICE OF INTERPRETING SERVICES	2	
• ADULT PROBATION	51	
• SOCIAL SERVICES	19	-
JUVENILE PROBATION	-	3,363
LAW LIBRARY	-	2,929
TOTAL COURT-RELATED DEPARTMENTS	332	143,323

OTHER DEPARTMENTS	DEPT. SQUARE FEET
ADMINISTRATIVE HEARINGS	668
BOARD OF REVIEW	302
CHILDREN'S WAITING REV. FUND	1,120
CUSTODIAN	2,889
COUNTY ASSESSOR	5,287
COUNTY CLERK	1,997
FACILITIES MANAGEMENT	10,370
PUBLIC DEFENDER	10,752
SHARED SPACE	4,707
SHERIFF'S POLICE	10,134
RECORDER OF DEEDS	2,338
TENANT GOVERNMENT USE	593
TENANT RELATED PRIVATE USE	3,121
VACANT	6,075
WIC SUPPLEMENTAL NUTRICIAN	2,242
TOTAL OTHER DEPARTMENTS	62,595

Figure 25: Existing Occupant Allocation

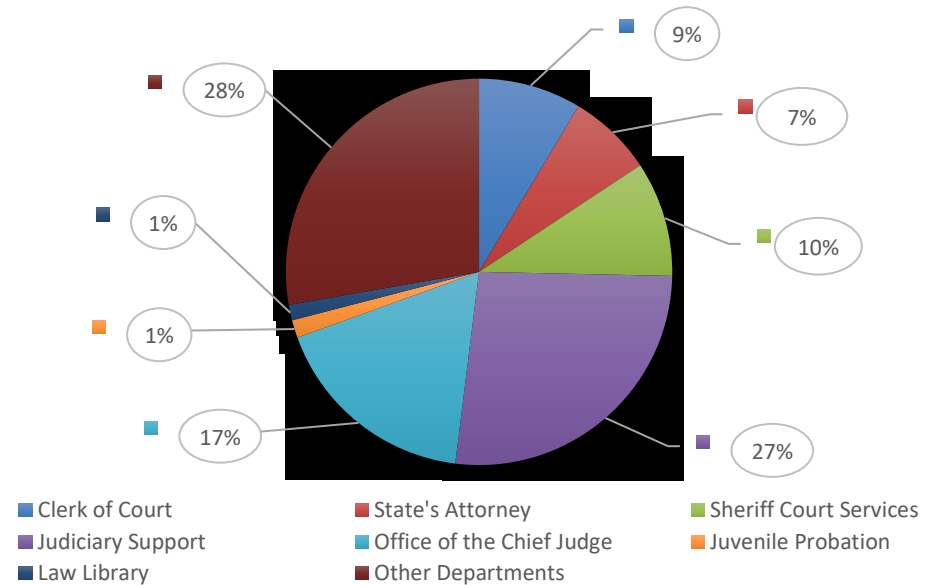
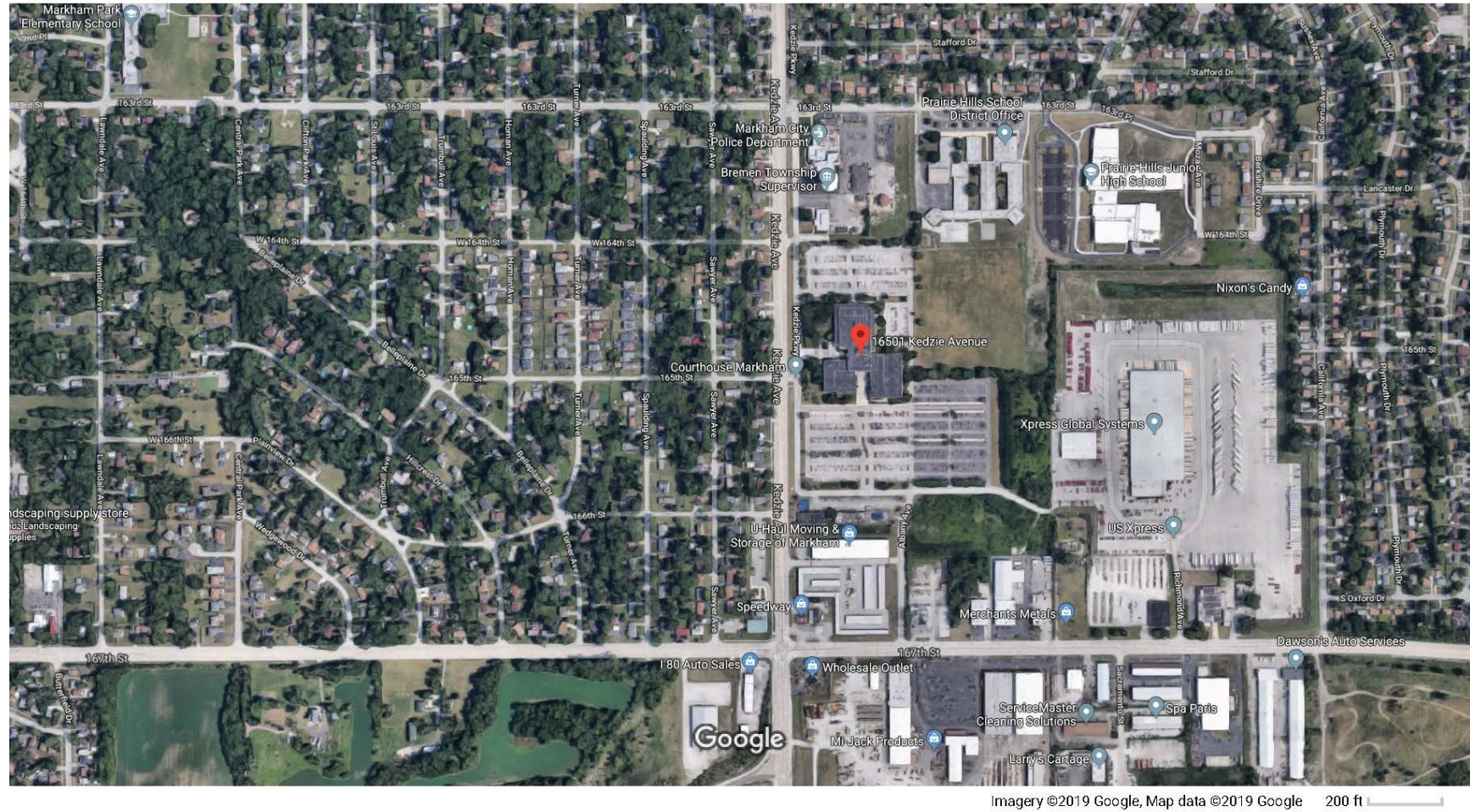


Figure 26: Image of Sixth Municipal District Courthouse and Surrounding Area



Section 2: National Trends in State Courts and Strategies for Future Function Realignments

National Trends and

Current System Observations/Evaluation

Historic and Projected County and District Population Demographics
Cook County is the second-most populous county in the United States after Los Angeles County, California. The county seat is Chicago, the largest city in Illinois and third-most populous city in the United States. More than forty percent of all residents of Illinois live in Cook County. There are 135 incorporated municipalities partially or wholly located within the County, the largest of which is Chicago, home to approximately fifty-two percent of the population of the County. That part of the county which lies outside the Chicago city limits is divided into 29 townships and is encompassed by five court municipal districts. The following graph (Figure 27) and table (Figure 28) depict the most recent fifteen-year population trend in Cook County.

Between years 2003 and 2007 total population decreased 2.7%, from 5.29 million to 5.15 million residents respectively. Since year 2007, however, total population has increased 3.1% to 5.3 million residents. Overall, Cook County population increased 0.31% between years 2003 and 2017. Future population estimates, as prepared by the Chicago Metropolitan Agency for Planning (December 2017), projects a county population growth of 5.45% by year 2028 to just over 5.6 million residents.

Historically, the County's six judicial districts have maintained the same proportion of the County's overall total population. For the last fifteen years, District 1 (Chicago) has been home to over fifty percent of the County's total population with Districts 2, 4, 5, and 6 accounting for equal balances between eight and nine percent respectively. District 3 has a slightly higher population representing twelve percent of the county's total population.

Future population estimates, by year 2028, anticipate a six percent County population increase. Population in each judicial district may see various levels of growth. It is anticipated that the proportion of population distribution

among judicial districts will largely remain the same, however, with a slight shift in growth toward suburban districts.

Figure 27: Graph of Historic and Projected Cook County Population

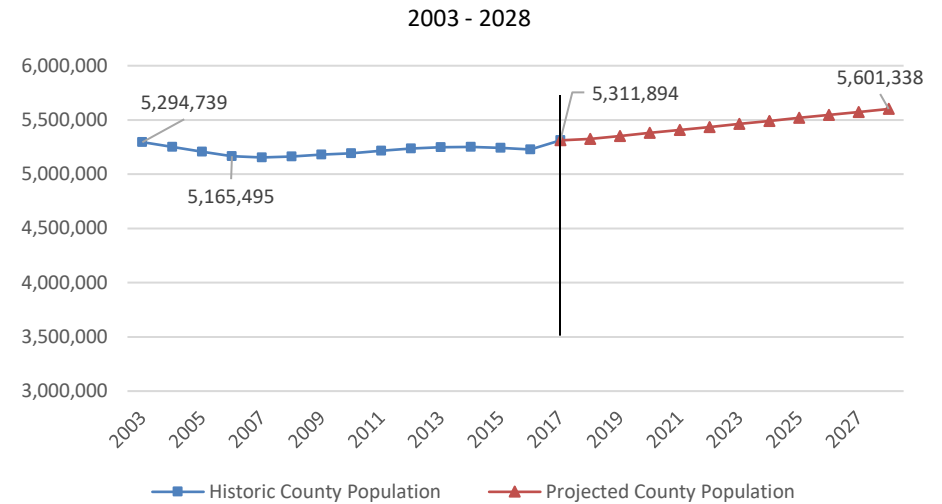


Figure 28: Table of Historic and Projected Cook County Population by Judicial District

Judicial Districts	Year 2003 Percent of Total Cook County	Year 2017 Percent of Total Cook County	Year 2028 Percent of Total Cook County	10-Year Population Growth 2017-2028
District 1 - Chicago	53.20%	52.30%	51.65%	4.04%
District 2 - Skokie	8.50%	8.80%	8.96%	7.68%
District 3 - Rolling Meadows	12.10%	12.50%	12.79%	8.01%
District 4 - Maywood	8.50%	8.50%	8.59%	6.14%
District 5 - Bridgeview	8.80%	9.10%	9.36%	8.31%
District 6 - Markham	8.90%	8.70%	8.65%	4.32%

Source: Historic population: US Census.
Population by District: Cook County Department of Geographic Systems, July 2018
Projected Population: Chicago Metropolitan Agency for Planning, December 2017

Historic Criminal Incident Report Mapping

Crime incident statistics as tracked by the State Attorney's Office were reviewed to discover the potential impact on future judicial service locations. These data are the actual crime reported to law enforcement agencies in an area⁵⁵. This includes the number and types of crimes reported to the FBI as part of the nationwide Uniform Crime Report (UCR) index and any additional data that a state or local jurisdiction may wish to monitor.

Historic geographical density maps of crime incident statistics for the years 2010, 2013 and 2017 were compiled and reveal that the First District, centrally around Chicago, historically has had the highest density of crime

incidents. In 2010, District 1 represented 67.5 percent of all incidents resulting in new case filings in the County followed by District 6 (Markham) with 10 percent followed by District 2 with 4.3 percent; District 4 with 5.3 percent and Districts 3 and 5 with 6.4 percent each.

By 2017, a growing number of incidents resulting in new case filings in the suburban districts with higher concentrations shifted crime density patterns toward the south portion of the county and the southern boundaries of District 1 (64.8 percent of all incidents resulting in case filings). Growing density concentrations also occurred in District 6 (11.9 percent of all incidents resulting in case filings).

Figure 30: 2010 Criminal Incident Report Map

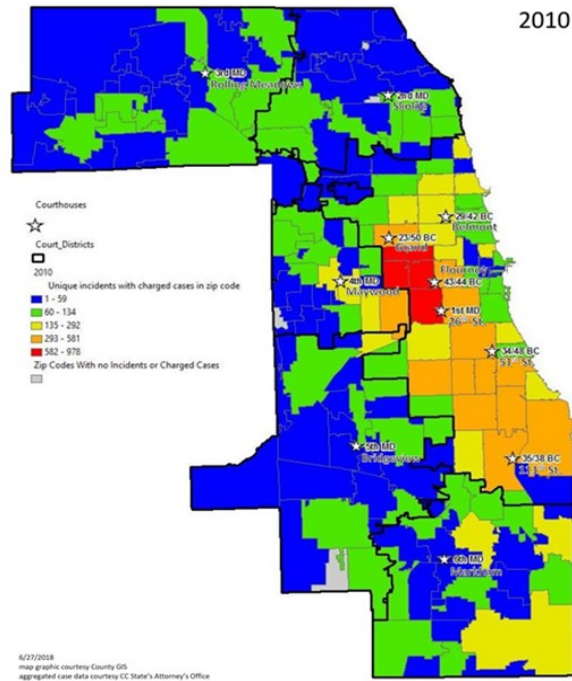
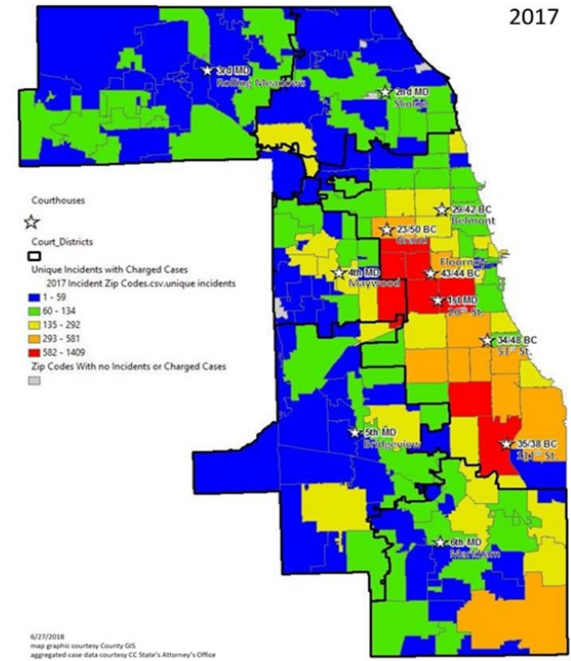


Figure 29: 2017 Criminal Incident Report Map



⁵⁵ It must be noted that the data indicates the crime incident density by location, rather than the address of the alleged offender.

Cook County Population Evolvement

Historic Court Criminal Filings Evolvement

While examining the historic trends in new criminal cases that are filed with the Court, it is important to recognize that while there may be significant fluctuations in new filings, the impact on the Court’s total workload is not equal across all case types. Looking at the changes in new case filings entered into the Court, it is also important to observe the overall court case filing compositional changes year to year.

Total annual criminal case filing levels (adult felony, misdemeanors) have declined overall by 46.5% since year 2003. The composition of year 2003 new case filings are: Felony Division (District 1): 14.9 percent; Municipal Felony (Suburban Districts): 20.4 percent; Municipal Misdemeanor (Suburban Districts): 49.2 percent; and Municipal “other”(Suburban Districts): 15.5 percent. By year 2017, the composition of new criminal filings evolved to a higher proportion of criminal felonies filed in to the Courts: Felony Division: 23.1 percent, Municipal Felony: 28.8 percent, Municipal Misdemeanor: 43 percent, and Municipal “other”: 5.1 percent. Felonies now represent a larger proportion of all new criminal filings.

Figure 31: Criminal Case Filings Between 2003 and 2017 by Location

	Dist. 1 Leighton & Branches	Dist. 2 Skokie	Dist. 3 Rolling Meadows	Dist. 4 May- wood	Dist. 5 Bridgeview	Dist. 6 Markham
Criminal Case Filings Change Between 2003 and 2017 by Location						
2003	71.60%	3.70%	5.00%	4.40%	5.30%	9.90%
2017	64.70%	3.70%	5.60%	6.40%	7.70%	11.90%

Figure 32: Graph of New Criminal Case Filings by Year

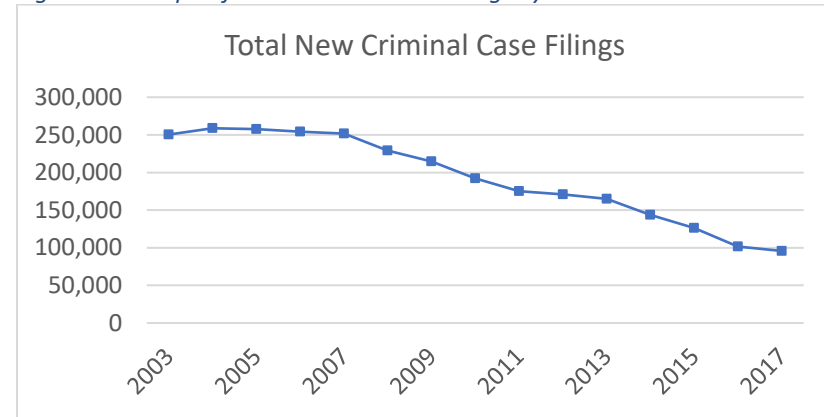
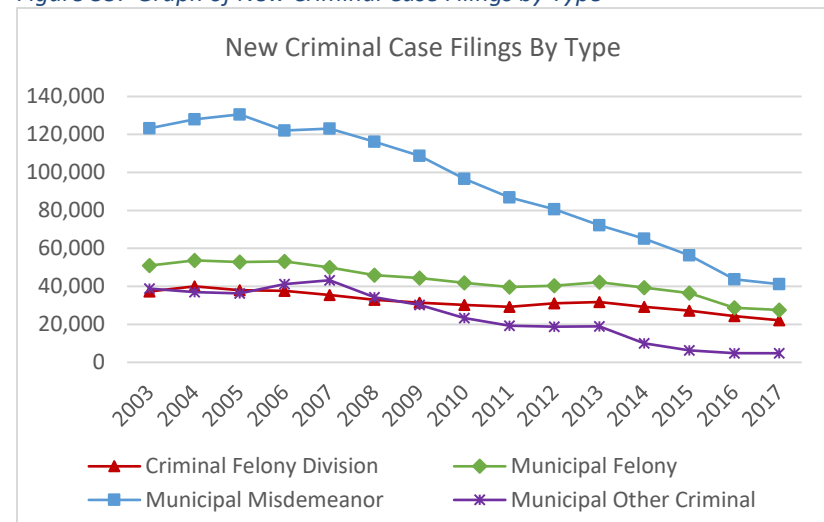


Figure 33: Graph of New Criminal Case Filings by Type



The magnitude of new filings has shifted among the Districts over recent years, too. In 2003, 71.6 percent of new criminal filings originated in District 1, however by year 2017, only 64.7 percent of all new filings occurred within District 1. Proportional increases have happened in the Fourth, Fifth and Sixth Districts from just under 20 percent of all new criminal filings in year

2013 to 26 percent of all new criminal filings in year 2017. The Second and Third Districts have remained constant representing 9 to 10 percent of all new criminal case filings.

One of the driving forces for case filings has declined in many metro areas of the country including Cook County. At 5.3 million residents, Cook has the second-most populous county in the country and has been losing population for at least 27 years, meaning more people have moved away than moved to the area.⁶ The county population declined until 2008. Since this time, the population has risen to a point close to year 2003 population estimates. Although U.S. Census numbers don't explain the many reasons why people exit, the decline is indisputable and doesn't appear to be moderating any time soon.

The Greater Chicago area, however, is not alone in experiencing net out-migration or zero growth. For the first time in 2018, according to the U.S. Census Bureau, New York City (five boroughs) and Los Angeles also lost population. It is inconclusive at this point whether all three of the country's largest metro areas will continue with losses or Cook County will be left as the only one. Census officials say much of the decline in recent years results from a continuing trend of migration from the Northern regions of the country to the South and Southwest, but not into California.

Court Case Filing Trends Overview

Concurrent with the exodus of people, the number of filed criminal cases has declined for many years as well. This revelation may seem surprising to many who live and work in Greater Chicago since the general perception is that crime trends (estimated amount of crime) and criminal incidents (reported crime) appear to be rising. From an adjudication and space planning perspective, however, only cases filed by criminal complaint or indictment generate work and facility needs for courts. Based on historical data, the total annual criminal filing levels (adult felonies and misdemeanors) have dropped by 46.5 percent since 2003. Felonies are down 40% in Chicago and 46% in the suburbs while misdemeanors and ordinance violations throughout the County have plunged 67 percent. This trend is not an isolated one. The National Center for State Courts' Court Statistics Project, a 25-year federally-funded effort tracking state court data, substantiates that criminal caseloads have been declining nationwide at an annual rate of -2 percent for the last 10 years.⁷

Based on historic declining criminal filing trends in Cook County and nationwide, and the modest growth of County population anticipated in the near future, there is not sufficient evidence to suggest a drastic surge or significant increases of criminal filings in the Circuit Court in the next ten years.

Filing Levels Vary by Criminal Court Locations

In 2017, as an example, six out of ten reported countywide crime incidents occurred in District 1, the City of Chicago, and in District 6, the south-central region of the County served by the Markham Courthouse. These two regions have consistently been higher in criminal filings over the last ten years

⁶ U.S. Census Bureau.

⁷ See www.courtstatistics.org

in comparison to areas served by the other four suburban district court-houses located in the Skokie, Rolling Meadows, Maywood, and Bridgeview communities.

Despite the declining filing trend in new criminal case filings observed in the county, there has been a recognizable shift in the locations from which cases originate and are filed. District 1 will continue to represent a significant portion of all Cook County’s criminal case filings (municipal and felony division combined). However, due to the consolidation and closure of branch court operations within the First District, the remaining facilities will see a more balanced distribution of case filings: 24 percent of the County’s total new filings will take place at the Leighton facility and 29 percent will be filed throughout the remaining branch court locations.

The Leighton facility will continue to be the main hub for all Felony Division case origination with 55.6 percent of the total County’s new filings by year 2028; which is a decrease from year 2017 when 67.7 percent of all felony division cases were filed in Leighton.

District 6 represented 6.2 percent of total new felony case filings entered into the Court in year 2003. By year 2017, District 6 represented 8.3 percent. This trend is expected to continue leading to the District having 11.1 percent of all new felony cases filed by year 2028.

Districts 2 and 3 combined have experienced proportional growth from 6.6 percent of all case filings in 2003, to 9.7 percent of all case filings by year 2017. By year 2028, these two districts are projected to have 12.1 percent of all new felony division filings in the County.

Collectively, Districts 4 and 5 have also experienced historic growth in the proportions of cases originated in the districts between years 2003 and 2017 from 8 percent to 14.4 percent. By year 2028, these two districts may originate up to 21 percent of all new felony case filings. The proportion of new cases originated in the suburban districts will likely continue to grow at a faster rate than District 1.

Figure 34: Total New Criminal Case Filings (Felony and Municipal Divisions)

District	Year 2003 Percent of Total Cook County	Year 2017 Percent of Total Cook County	NCSC Projection: Year 2028 Percent of Total Cook County
District 1 - Leighton	13.8%	17.6%	24.0%
District 1 Branches	59.4%	47.2%	29.4%
District 2 - Skokie	3.7%	3.7%	3.2%
District 3 - Rolling Meadows	5.2%	5.6%	6.3%
District 4 - Maywood	3.6%	6.4%	10.8%
District 5 - Bridgeview	4.1%	7.6%	13.7%
District 6 - Markham	10.2%	11.9%	12.6%

Figure 35: Total New Felony Division Case Filings

District	Year 2003 Percent of Total Cook County	Year 2017 Per- cent of Total Cook County	NCSC Projection: Year 2028 Percent of Total Cook County
District 1 - Leighton	79.1%	67.7%	55.6%
District 2 - Skokie	3.7%	4.0%	2.6%
District 3 - Rolling Meadows	2.9%	5.7%	9.5%
District 4 - Maywood	5.7%	10.1%	14.4%
District 5 - Bridgeview	2.3%	4.3%	6.8%
District 6 - Markham	6.2%	8.3%	11.1%

This, in turn, has caused noticeable disparities in the deployment and use of court resources within the County, principally court space and staffing. As an example, although District 1 (Chicago) currently accounts for 65 to 70 percent of all criminal cases filed in the County, and are processed in 44 courtrooms, whereas, the remaining 30 to 35 percent of new criminal filings generated in the suburban districts (Districts 2-6) are heard and processed in 47 courtrooms. The suburban criminal courtrooms include 5.5 courtrooms at Skokie and Bridgeview dedicated to adjudicating Chicago (District 1) criminal cases. The number of suburban courtrooms used for Chicago

cases is likely to grow causing even more unbalanced facility use in the future, the NCSC project team has been advised, as Court and County officials contemplate further reductions in the number of branch courts in Chicago due to unsatisfactory building conditions and high renovation costs. New concepts regarding multi-purpose community resource centers that County officials have been exploring, however, may hold the possibility for the Court to be one of the main tenants.

Trends and facts alone do not easily lead to understanding, but the context in which they exist does. This is especially true in the world of courts where space planning, facility use, and operations can vary immensely by geography, population, economics, politics, culture and caseload.

Based on more than 40 years of study and research, the NCSC has identified an array of “best practices” that provide a framework for space use and planning for courts with various jurisdictions and environments, ranging from rural and tribal courts to specialized problem-solving or large metro courts. These methods and techniques include *operational procedures* that promote efficiencies in the use of space such as sharing courtrooms, risk assessment programs that help to reduce jail overcrowding, and modern case processing practices that stimulate early resolution of cases prior to a trial. They also relate to *physical attributes* of a court facility that allow for greater flexible, safety, and functional use of ancillary court space for building security, private interview rooms for attorneys to interview witnesses, defendants or victims, and adequate building entrance-exit public screening areas. Lastly, these best practices provide *benchmarks and points of reference* against which criminal court space use in Cook County can be compared to and assessed against other large metro courts throughout the nation.

The County and the Court score well in many operational processes. As an example, the Court was an early pilot site for the use of the Arnold Foundation’s Public Safety Assessment (PSA) tool providing judges with reliable, neutral evaluations regarding release decisions for those arrested and booked into jail. Pretrial jail population has steadily diminished over recent

years and now hovers around 5,500 – 6,000 inmates daily, down from 13,000 a few years ago. This reduction improves security in the Leighton Courthouse and speeds the adjudication of in-custody defendants which are the most-costly criminal litigants to process since they reside in a County-funded jail

Multiple-purpose, flexibly-used court space is another positive and widespread practice within the Court permitting the sharing of courtrooms among judges and the joint use of support space such as using jury assembly rooms for staff training when jurors are not present. The location of public lawyers, probation, the clerk’s office, County sheriff, and corrections in County courthouses also permits better and quicker face-to-face contact among justice system stakeholders and speeds the resolution of cases. Plea agreements, pretrial investigations and criminal settlement conferences are commonly achieved through in-person meetings among lawyers, a judge and the defendant.

There are areas where both processes and space could be improved, too. Discovery exchange, forensic evidence production and the constant setting and resetting of status calls (pretrials) with little meaningful progress toward case resolution are problems throughout the system, and in many other Illinois courts. Admittedly these issues are seen by many as largely vested with the prosecution and defense, but the Center maintains courts have an independent duty to uphold and advance the fair, efficient administration of justice among all participants in the criminal justice system since all participants, except the court, have a vested interest in the outcome of cases. The courts only interest is justice, placing it in the important role of assuring an even playing field for all.

Specific data regarding courtroom use is not readily available. Criminal dockets are set in a variety of ways for morning and afternoon proceedings, but the Court does not routinely record or keep data as to when calendars are finished or when criminal courtrooms may be used for non-criminal proceedings or not used at all.

There are concerns regarding the data entry process by courtroom clerks managed by the Clerk of Court's Office. Judges have consistently stated that clerks, particularly back-up clerks, do not enter data accurately.

The data entered by courtroom clerks pertains to the legal and procedural status of individual cases and is not especially useful for broader management purposes such as determining elapse times between major events or the overall amount of time it takes cases to move from filing to disposition, regardless of the type of disposition. This type of management data is helpful in assessing the productivity and performance of court processes and, in many instances, how staff and space may be utilized. With the incorporation of a new, configurable electronic case management system by the Clerk of Court, which NCSC consultants have been advised will occur in the near future, better court management data will undoubtedly be produced.

A noticeable physical deficiency in many suburban courthouses is prisoner transit from building lockups to various courtrooms located at a distance from prisoner elevators. In these instances, an unsafe mix of inmates and judicial and court staff in back hallways can occur as inmates are moved to court scheduled events.

In comparison to five highly-regarded, progressive large urban jurisdictions, namely Maricopa County AZ (Phoenix), Harris County TX (Houston), Multnomah County (Portland), Marion County IN (Indianapolis) and Hennepin County MN (Minneapolis), Cook County exhibits a greater dispersion of criminal adjudication functions to suburban locations. The five comparative metro courts, and their associated counties, have determined that consolidating the adjudication of serious, in-custody felons is both desirable from a public standpoint and efficient from a court and justice system perspective. Given the choice of allowing incarcerated felons to appear at a variety of local courthouses scattered throughout a metro county or at only a few

strategic, secure regional or centralized court facilities, the NCSC has found the public regularly opts for the latter situation. Metro courts that widely distribute in-custody felony pretrial and trial proceedings (i.e. status hearings, motions, pleas and trials) at a distance from pretrial jails, namely Cook and Los Angeles Counties, incur costs for transport that could be reduced through fewer and more strategic court locations nearer core jails.

Arrest, booking and prisoner holding costs for metro counties that fund and support jails and front-end criminal adjudication functions regarding pretrial release decisions are generally more cost-effective, due to economies of scale, where those activities can be consolidated and provided at a central location rather than disbursed throughout a county.⁸ Admittedly, disseminating processes do often benefit local police agencies by permitting suburban officers to return to their regular patrol duties sooner. But those costs (e.g. overtime pay) and time problems (e.g. waiting in court for cases to be called) can be reduced through more efficient case processing practices by the court in managing its pretrial events better to promote earlier case resolutions and plea agreements. Cook County, like most state trial courts, tries less than 5 percent of the criminal cases filed.

⁸ Initial appearances (a/k/a Bond Court) for persons arrested are high-volume, "batch" processed activities involving limited options and relatively routine, repetitive judicial decision-making. They are often referred to as "front-end criminal adjudication functions."

Facilities Master Planning Strategies

Centralize

The Court’s calendaring system was reviewed to better understand the current courtroom utilization and assignment. Sample annual assignments of court dockets were provided by the presiding judges from each district and reviewed by the NCSC project team to infer the typical courtroom assignment and utilization for criminal court proceedings. This analysis is not representative of the total court facility courtroom utilization, the following tables and analysis are to address the scheduled use of the criminal courtrooms and hearing rooms only. In year 2018, there were 91 of the total 135 courtrooms, excluding the Daily Center, family, and juvenile courthouses county-wide utilized for criminal proceedings. District 1 accounts for 65% - 70% of new criminal case filings but are handled in only 45% of criminal courtrooms (44 courtrooms) while the remaining 30% - 35% of new criminal filings are handled within 47 suburban district courtrooms.

The disparity in the current assignment and equitable utilization of the existing courtrooms is also evident in the Court’s current practice of utilizing courtrooms in the Second District (Skokie) and the Fifth District (Bridgeview) each to assist in processing District 1 cases. Currently, three full-time and one courtroom used part-time in the Second District and two courtrooms in the Fifth District are dedicated to assist in processing cases from the First District.

In addition, Branches 29-42 & 34-48 were scheduled to close by the beginning of year 2019, further reducing the number of courtrooms within the first district to 40 total courtrooms handling 65 to 70 percent of the total County’s criminal caseloads.

The NCSC project team recommends that selective front-end criminal case adjudication functions (i.e. bond process) be centralized and located at the County and Court’s main criminal court campus (26th and California Avenues) where the Leighton Courthouse, main jail/detention center, central probation office, Clerk of Court Criminal Division, and principal offices of the States’ Attorney and Public Defender offices are sited. Initially, all county-wide Bond Court proceedings should be housed at the Leighton Courthouse. The NCSC project team understands the Office of the Chief Circuit Court Judge agrees with this change and is taking steps to do so. The County is making plans to accommodate that functional shift and needs to work closely with Court leaders in the transition.

One of the most distinctive characteristics of “front-end” criminal case processing is the role non-judicial personnel play in gathering data about a defendant and applying the PSA risk assessment scale to arrive at bond, bail or release recommendations for consideration by a judge. These pretrial professionals employed by the Court must work near the first appearance courtroom(s).

Figure 36: Summary Table of Courtroom Utilization

District	District 1						District 2	District 3	District 4	District 5	District 6	
Location	Leighton	Branch 23-50	Branch 29-42	Branch 34-48	Branch 35-38	Branch 43-44	Skokie	Rolling Meadows	Maywood	Bridgeview	Markham	Total
Total Number of Courtrooms	34	2	2	2	2	2	16	21	13	21	20	135
Total Criminal Courtrooms	34	2	2	2	2	2	9	8	9	11	10	91
Criminal Division Felony Courtrooms	34	0	0	0	0	0	6	2	3	5	5	55
Criminal Misdemeanor Courtrooms	0	1	1	1	1	1	2	5	4	5	4	25
Bond/ Felony Preliminary Hearing Rooms	1	1	1	1	1	1	1	1	2	1	1	12
Other Courtrooms (Non-Criminal)	0	0	0	0	0	0	7	13	4	10	10	48
Courtrooms With Direct In-Custody Access	34	0	0	0	0	0	8	12	4	12	12	82

To further understand the inequitable balances in use of the courtrooms throughout the county, the ratio between the average annual new filings and number of courtrooms per facility and assignment are reviewed. In year 2018, 12 courtrooms are utilized for Bond Court/preliminary hearing processes countywide and 28 courtrooms are currently utilized for misdemeanor cases, each with a wide range of case filings per courtroom through the six districts.

County-wide, the municipal felony bond/preliminary hearing courtrooms average 2,573.8 new felony cases and 1,684.4 misdemeanor cases annually. Within each facility location, however, the annual new cases heard range between as few as 3,080.8 to 5,728 new felony filings and 560.3 and 5,358.6 new misdemeanor filings.

With ranges that vary so significantly, there are opportunities for the Courts to consolidate the bond and preliminary hearing operations to more efficiently utilize the existing courtrooms and reduce the overall total number of dedicated bond/preliminary hearing courtrooms county-wide.

The NCSC project team suggests that all preliminary hearing and misdemeanor proceedings presently conducted at the three remaining operational Branch Courts in the city of Chicago eventually be shuttered once additional space is developed at the County and Court’s main criminal court campus. The best option in doing so would be the construction of an Annex Building adjacent to and structurally linked with the Leighton Courthouse. In a cursory review of space in the Courthouse during this study, it did not appear to the NCSC project team space and architectural experts that internal remodeling or reconfiguration of the building could easily produce enough adequate and functional space for these added activities. Furthermore, to perform a major remodel of the Leighton Courthouse while Criminal Division judges continue to conduct proceedings may well be both extremely costly and disruptive.

Figure 37: Summary Table of Municipal Division Courtrooms

Municipal Division Courtrooms (Bond, Preliminary Hearings, and Misdemeanor Trials)	Leighton (Including 26th and Cal)	District 1 Branches	2nd-Skokie	3rd - Rolling Meadows	4th-Maywood	5th-Bridgeview	6th – Markham	Cook County Total
Municipal Felony Preliminary Hearing/Bond Courtrooms								
# Municipal Felony Courtrooms (Preliminary Hearing / Bond)	1	5	1	1	2	1	1	12
Annual Average Municipal Felony Filings/ over 3 years*	5,728.0	15,404.0	1,047.0	1,650.0	2,655.0	1,720.0	2,682.0	30,886.0
Annual Average New Filings Per Courtroom/ over 3 years	5,728.0	3,080.8	1,047.0	1,650.0	1,327.5	1,720.0	2,682.0	2,573.8
Municipal Misdemeanor Preliminary Hearing/Trial Courtrooms								
# Misdemeanor Courtrooms	1	5	3	5	4	5	5	28
Annual Average Municipal Misdemeanor Filings/ over 3 years*	1,597.0	26,793.0	1,872.0	2,813.7	2,241.0	4,821.0	7,025.0	47,162.7
Annual Average New Filings Per Courtroom/ over 3 years	1,597.0	5,358.6	624.0	562.7.2	560.3	964.2	1,405.0	1,684.4

Regionalize

Architecturally, a more effective and efficient way to organize and operate a criminal trial court is to house all adjudication and court-support functions (i.e. prosecutors, public defenders, probation, jails, and clerk’s office) either together in a single location or within close proximity to each other. To do so, maximizes judicial and staff capacity and flexibility, reduces in-custody prisoner travel, enhances security, permits economies of scale (i.e. efficiency improves, and costs decline, as output volumes increase), and allows more functional and economical space use.

Where centralization of criminal cases presents problems due to court size, geography or public access issues - as it does in Cook County – an alternative approach is to selectively consolidate and centralize only those functions that are cost effective, require minimal public access, and present nominal public safety risks. Felony proceedings are generally outside those parameters given the fact that many accused of serious felonious crimes tend to remain incarcerated during the pretrial process.

As with the municipal felony and misdemeanor courtrooms, the ratio between the average annual new felony division filings and number of courtrooms per facility and assignment are reviewed. In year 2018, 55 courtrooms were utilized for felony division cases. County-wide, the felony division courtrooms ranged between 440.8 and 753.3 new felony cases per courtroom. The District 1 (Leighton) facility exclusively hears felony division cases originating in the First District as well as all high-level felony cases originated from the other five districts such as homicides and aggravated sexual assaults. For the purposes of this study, District One analysis is separate from the five suburban Districts. Understanding that the Courts around the county can handle as many as 753.3 new filings per courtroom (case filing level in District 2), this case filing threshold is utilized to estimate the total number of courtrooms required to process each regional site’s total criminal case filings.

Figure 38: Summary Table of Criminal Division Felony Courtrooms

	Leighton	2nd Skokie	3rd Rolling Meadows	4th Maywood	5th Bridgeview	6th Markham	County Total		
Current # Criminal Division Felony Courtrooms	34	6	2	3	5	5	55		
(-) # Criminal Felony Division Courtrooms at Leighton used by Presiding Judge and Assignment (not regularly used for felony cases)	-1	-	-	-	-	-		Threshold # of Cases Per CTRM	
(-) Bond Courtroom	-1	-	-	-	-	-			
# Criminal Division Felony Courtrooms at Leighton	32	-	-	-	-	-			
(+) # Criminal Division Felony Courtrooms for Leighton cases at Skokie (3 full time judges and 1 Presiding judge at part-time .5)	+3.5	-3.5	-	-	-	-			
(+) # Criminal Division Felony Courtrooms for Leighton cases at Bridgeview (2 full-time judges)	+2	-	-	-	-2	-			
Total # Criminal Division Felony Courtrooms at Leighton, Skokie and Bridgeview to hear District 1 Felony Cases	37.5	2.5	-	-	2	-		County-Wide Range	
Annual Average Criminal Division Felony Filings/ over 3 years	16,531	1,136	1,507	1,668	1,347	2,266	24455	MAX	MIN
Annual Average New Filings Per Courtroom/ over 3 years	440.8	568.0	753.3	556.1	673.7	453.1	474.85	753.3	440.8

Consequently, the NCSC project team recommends that all felony cases be adjudicated at only three (3) courthouses in the County rather than six (6) courthouses as is the current situation. Those three sites would be the Leighton Courthouse in Chicago and two strategically located regional courthouses in the suburbs; one in the northern part of the County and one in the southern section.

Given the current distribution of suburban courthouses, prime locations for the regional sites could be Skokie in the North and Markham in the South, although any final decision is the province of the Court. All five suburban courthouses would continue to try those arrested and charged with committing misdemeanors within a district’s jurisdiction whether they are in-custody or not. The vast majority of misdemeanor defendants present fewer security risks and those that remain in custody commonly have felony charges as well.

A criticism that may surface regarding NCSC’s recommendations to reduce the number of suburban courthouse locations where felony proceedings take place is that to do so diminishes access to justice services. Our contention, however, is that the advantages gained through greater cost efficiency for the Court and County, more expeditious case processing, and increased safety and security considerations outweigh the inconveniences that may occur for the limited number of participants involved in felony proceedings in the three suburban courthouses that will not have felony matters.

Two options were developed by the NCSC for the realignment and consolidation of the criminal felony division case processing described as follows:

Option 1A

District 1 at Leighton:

The Felony Division will discontinue transferring cases from the 1st Dist. to the 2nd and 5th Dist. All cases filed in the 1st Dist. will be maintained and heard in the 1st Dist.

North Region:

Create a North Region to process all felony cases filed from the 2nd Dist. 3rd Dist. and 66% of the 4th Dist.

South Region:

Create a South Region to process all felony cases filed from the 5th Dist., the 6th Dist. and 33% of the 4th Dist.

North and South regional felony cases will be processed at 2 of the 5 existing suburban district facilities. The locations are yet to be finalized.

Figure 39: Summary Table for Option 1A

	Option 1A	
	North Region	South Region
3-year Average Criminal Division Felony Filings	3,755	4,169
Threshold-Felony Division Case Filings per courtroom	753.3	753.3
Existing Number of Courtrooms assigned to felony cases at suburban locations	10	11
Projected Total Felony Courtrooms Needed at Suburban Locations Once Consolidated	5	5
Total Courtrooms in Leighton Facility utilized for Felony Court Proceedings (Excludes Presiding Judge/Assignment Courtroom)	33	33
Average felony case filings per Leighton Courtroom when cases are not transferred to suburban court facilities	501	501

Option 1B

District 1 at Leighton:

The Felony Division will continue to transfer the existing portion of cases from the 1st Dist. to the 2nd and 5th Dist.

North Region:

Create a North Region to process all felony cases filed from the 2nd Dist. 3rd Dist. and 66% of the 4th Dist. plus the current proportion of 1st Dist. Cases.

South Region:

Create a South Region to process all felony cases filed from the 5th Dist., the 6th Dist. and 33% of the 4th Dist. plus the current proportion of 1st Dist. cases.

North and South regional felony cases will be processed at 2 of the 5 existing suburban district facilities. The locations are yet to be finalized.

Figure 40: Summary Table for Option 1B

	Option 1B	
	North Region	South Region
3-year Average Criminal Division Felony Filings	3,755	4,169
3-year Average Leighton Felony Division Cases held in District Courts	1,543	882
Threshold-Felony Division Case Filings per courtroom	753.3	753.3
Felony Division Cases at suburban locations (including courtrooms used to hear District 1 Felony Cases)	13	13
Projected Total Felony Courtrooms Needed at Suburban Locations Once Consolidated	7	7
Total Courtrooms in Leighton Facility utilized for Felony Court Proceedings (Excludes Presiding Judge/Assignment Courtroom)	33	33
Average Felony Case Filings per Leighton Courtroom When Portion of Cases are Transferred to Suburban Court Facilities	440.8	440.8

Economize and Digitize

There is a direct correlation between the efficient use of space (i.e. it is not misused, unproductive or wasted) by a judicial officer and his or her ability to “economize” or save case processing time. In other words, efficient judges (those using evidence-based methods and techniques to manage their caseloads and dockets) generally require less time in pretrial events (i.e. court calls, status hearings, settlement conferences, etc.), formal hearings and trials, than inefficient judges. As a result, these caseflow savvy judges tend to use less litigation space than inefficient, disorganized judges who often touch a case more often, hold protracted hearings, settle fewer cases prior to trial, and take longer to try comparable cases. Better case management leads to better space use.

Proven caseflow principles include court control of the pace of litigation, early opportunities/incentives for case resolution, high predictability that events will occur when scheduled, elimination of bottlenecks and inefficiencies in the process, different case types are handled differently (differentiated case management approach), and continuous monitoring of the caseflow to curtail needless delay and avoid backlogs. The Circuit Court has been actively experimenting and piloting these principles in the Criminal Division at the Leighton Courthouse since 2016 with positive results.

A team of four judges created a 4-track differentiated case management (DCM) approach to managing felony cases that included early court intervention, meaningful events, clear expectations that events will occur when scheduled and dispositions would be reached within established time standards. The following categories, case types and time goals were developed during the two-year project.

<u>Category</u>	<u>Case Type</u>	<u>Time Goals</u>
Track I:	Class 3; 4 Felonies	< 6 months to disposition (183 days)
Track II:	Class 1; 2 Felonies	< 9 months to disposition (274 days)
Track III:	Class X Felonies	< 12 months to disposition (365 days)
Track IV:	Murder	< 24 months to disposition (730 days)

Overall, while carrying significantly higher caseloads than other Criminal Division judges, the DCM judges were generally able to complete more cases within the benchmark period and have a higher active caseload still within the benchmark time period. A key feature of the project was the use of a case management order (CMO) to define the track assignment for a case. It required the parties to agree on dates for various case milestones. In the absence of an agreement between the parties. The DCM assigned judge set the dates. In interviews attorneys involved in the pilot project, the NCSC project team (not the same consultants conducting this criminal court utilization study) generally concluded that the CMO process improves predictability and helps them with their own case preparation.⁹

This pilot project, with parts of it – most notably the CMO – expanded to other Criminal Division judges, is an example of how concerted case management techniques can reduce unnecessary delay. Although the project was not tracking space use, better caseflow approaches instituted by the DCM approach undoubtedly caused more productive use of space at the Leighton Courthouse by the DCM judges.

Digitizing the Court’s adjudicatory practices to a greater extent will save time and improve efficiencies as well. Frankly, for a large, sophisticated criminal justice system as Cook County, digitized data, voice and video busi-

⁹ [Circuit Court of Cook County, Illinois: Criminal Division Caseflow Management Initiative Final Report](#) (December 30, 2018). Nial Raaen, Project Director, Hon. Patricia Costello (ret.), Assignment Judge, Superior Court of New

Jersey in Essex Vicinage (Newark), Caseflow Judicial Consultant. National Center for State Courts, Williamsburg, VA (2018).

ness processes are quite disjointed and isolated among the various stakeholders. Substantial improvement could occur if automation and digital information could be integrated among the various agencies. Reasons for this situation certainly may be the variety of systems and the lack of collaboration among the stakeholders. Also, there seems to be a reluctance to take a systemwide view of the benefits of digital data sharing among the entire system. No significant steps have been taken to date to create a system where all justice system partners sit together on a regular basis to solve mutual data exchange problems.

An example is the flow of records relating to an arrest from the police to the State Attorney's Office and eventually to the defense as discovery information. The police enter arrest reports, supplemental reports, inventories and other reports electronically into their system, it is digitally transmitted to the State Attorney's Office (except the investigative officers handwritten notes which could be scanned and electronically sent but now is required to be brought to court by the officer which the officer frequently forgets to do) and then converted to paper to be given to the defense as discovery. Many prosecutors in other metro courts transmit as much discovery data as possible electronically to defense attorneys.

There is little doubt that the digital revolution has and will continue to impact court business and judicial processes. Increasing numbers of judges will access electronic case files, review and sign electronic orders, and enter data in real-time from the bench as cases are adjudicated in what is becoming a paper-less world. Procedures will eventually change due to remote testimony, video hearings and high-tech language translation and video transcription systems.

Trials are becoming more visual with PowerPoints, litigation software, recorded images and animated re-enactments now. Electronic discovery and the absolute magnitude of voicemails, email, images and video that may be introduced in contemporary litigation can be a game changer when it comes to oversight and management of cases by judges.

All these changes will affect, in one way or another, criminal court space. For the most part, it will reduce the need to continually expand space and eventually will allow court staff and judges to work from anywhere at any time. On the other hand, it will require greater deployment and constant renewal of software and hardware expenditures through Court and County budgets.

Appendices

Appendix A - Municipal Districts of the Circuit Court

The Circuit Court of Cook County's Second Municipal District is made up of the following municipalities in the northern suburbs of Cook County: the towns of Deerfield*; Des Plaines; Evanston; Glencoe; Glenview; Golf; Kenilworth; Lincolnwood; Morton Grove; Niles; Northbrook; Northfield; Park Ridge; Skokie; Wilmette; and Winnetka; and the Townships of Evanston, Maine, excluding that part of the Township of Maine within the territorial limits of the municipality of Rosemont, New Trier, Niles, Northfield, excluding that part of the Township of Northfield within the territorial limits of the municipality of Prospect Heights, and that part of the Township of Wheeling within the territorial limits of the municipality of Des Plaines.

The Circuit Court of Cook County's Third Municipal District is made up of the following municipalities in the north western suburbs of Cook County: the municipalities of Arlington Heights; Barrington*; Barrington Hills*; Bartlett*; Bensenville*; Buffalo Grove*; East Dundee*; Elgin*; Elk Grove Village*; Hanover Park*; Harwood Heights; Hoffman Estates*; Inverness; Mount Prospect; Norridge; Palatine; Prospect Heights; Rolling Meadows; Roselle*; Rosemont; Schaumburg*; Schiller Park; South Barrington; Streamwood; and Wheeling; the townships of Barrington, Elk Grove, Hanover, Palatine and Schaumburg, that part of the Township of Leyden within the territorial limits of the municipalities of Rosemont and Schiller Park, that part of the Township of Maine within the territorial limits of the municipality of Rosemont, that part of the Township of Northfield within the territorial limits of the municipality of Prospect Heights, Wheeling, excluding that part of the Township of Wheeling within the territorial limits of the municipality of Des Plaines, Norwood Park, excluding that part of the Township of Norwood Park within the territorial limits of the City of Chicago.

The Circuit Court of Cook County's Third Municipal District is made up of the following municipalities in the north western suburbs of Cook County: the municipalities of Arlington Heights; Barrington*; Barrington Hills*; Bartlett*;

Bensenville*; Buffalo Grove*; East Dundee*; Elgin*; Elk Grove Village*; Hanover Park*; Harwood Heights; Hoffman Estates*; Inverness; Mount Prospect; Norridge; Palatine; Prospect Heights; Rolling Meadows; Roselle*; Rosemont; Schaumburg*; Schiller Park; South Barrington; Streamwood; and Wheeling; the townships of Barrington, Elk Grove, Hanover, Palatine and Schaumburg, that part of the Township of Leyden within the territorial limits of the municipalities of Rosemont and Schiller Park, that part of the Township of Maine within the territorial limits of the municipality of Rosemont, that part of the Township of Northfield within the territorial limits of the municipality of Prospect Heights, Wheeling, excluding that part of the Township of Wheeling within the territorial limits of the municipality of Des Plaines, Norwood Park, excluding that part of the Township of Norwood Park within the territorial limits of the City of Chicago.

The Circuit Court of Cook County's Fifth Municipal District is made up of the following municipalities and townships in the southwestern suburbs of Cook County: the municipalities of Alsip; Bedford Park; Bridgeview; Burbank; Burr Ridge*; Chicago Ridge; Crestwood*; Countryside; Evergreen Park; Forest View; Hickory Hills; Hinsdale*; Hodgkins; Hometown; Indian Head Park; Justice; La Grange; Lemont; Lyons; McCook; Merrionette Park; Oak Forest; Oak Lawn; Orland Hills; Orland Park; Palos Heights; Palos Hills; Palos Park; Stickney; Summit; Tinley Park*; Western Springs; Willow Springs; Woodridge*; and Worth; and the Townships of Lemont, Lyons, Orland, Palos, Stickney, and Worth.

The Circuit Court of Cook County's Sixth Municipal District serves residents in the southern suburbs of Cook County which include the towns of Blue Island, Burnham, Calumet City, Calumet Park, Chicago Heights, Country Club Hills, Crete*, Dixmoor, Dolton, East Hazel Crest, Flossmoor, Ford Heights, Glenwood, Harvey, Hazel Crest, Homewood, Lansing, Lynwood, Markham, Matteson, Midlothian, Olympia Fields, Park Forest, Phoenix, Posen, Richton Park, Riverdale, Robbins, Sauk Village, South Chicago Heights, South Holland, Steger, Thornton and the Townships of Bloom, Bremen, Calumet, Rich, and Thornton.

* Jurisdiction limited to geographic area within Cook County.

Appendix B – Existing Facility Conditions

The following issues were taken directly from feedback collected via surveys, interviews, and observations.

District 1, Leighton Criminal Court Building

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
PLANNED IMPROVEMENTS	<ol style="list-style-type: none"> 1. In 2019, Capital Planning will begin a three-to five-year construction project aimed at bringing all the lock-ups at the George N. Leighton Criminal Courthouse into compliance with the Americans with Disabilities Act. 2. Courtroom 100 was recently renovated. 3. The American Disabilities Act lockup renovation project proposes new space near the courtrooms for attorney-client meetings. 4. The court is in the planning stages for a Lactation Room, which will be located on the first floor of the Leighton Courthouse. 5. The entire Probation workspace on the lower level has been/is currently under renovation. This renovation has improved the lighting and spacing, creating a more conducive work environment.
STORAGE	<ol style="list-style-type: none"> 6. There is inadequate space for many court-related offices to store records and files until the Court becomes paper-less and the State develops the systems which may support a paper-less Court. 7. Secure storage is needed for the Court Reporter, State Attorney's, Bureau of Investigations, and Social Services. 8. The Bureau of Investigations needs better functioning and secure evidence storage facilities. The current facility is crowded, lacks functional work space, does not have a security system including proper locking mechanisms, and surveillance/recording equipment. 9. impounding evidence used in court proceedings, viewing of older cases which include evidence/video. Balancing/verifying of monies collected daily no secured location to do so. (Criminal clerk) 10. The Investigations Bureau needs the following; Evidence vaults, Technical equipment storage facility, and, Prisoner transport and security; Secure and equipped interview rooms
GENERAL	<ol style="list-style-type: none"> 11. The courthouse has many original and historic features which are in various states of repair. Much of the interior design, furnishings, and decor of the court and court-related offices need careful maintenance. 12. In some areas within the building, insulation around piping and/or ductwork is torn and in need of repair. Care should be taken to repair or remediate any asbestos. 13. There is little or no flexibility in the arrangement of courtrooms, office space, and hallways to accommodate growth of the court system. 14. Large money transactions for payment of transcripts take place in the front lobby. A glass partition separating the public and the clerical staff, duress alarms and secured side door keypads are needed. 15. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations.

COURTROOMS	<p>16. The 15 courtrooms on the upper floors are original and created when the courthouse opened in 1929. They are large, traditional courtrooms with ample space for attorneys and the public.</p> <p>17. The 16 courtrooms on the lower floors were created in the 1970's. They are small courtrooms with limited space in the well and limited gallery seating.</p> <p>18. In-custody defendants appear in all the courtrooms; therefore, all courtrooms need holding adjacent.</p> <p>19. Felony courtrooms need special space arrangements for reporters, audio persons and camerapersons.</p> <p>20. The acoustics inside Courtroom 100 is a problem. A sound system exists, but many people do not know how to use it.</p> <p>21. Sound lock vestibules that separate the courtrooms from public circulation do not exist in this facility.</p>
COURTROOM ANCILLARY AREAS	<p>22. Attorney/client meeting space in the Leighton Courthouse is very limited. Attorneys usually talk to their out-of-custody clients in the hallways, stairwells, and common areas of the building. In terms of in-custody defendants, lawyers may meet with them at Cook County Jail or speak with them in the lockup behind the courtrooms.</p> <p>23. A large Victim/Witness Program is located on the first floor of the atrium between the Courthouse and the Cook County Court Administration Building.</p> <p>24. A Child Advocacy Room is available on the first floor of the courthouse.</p> <p>25. State Attorney's need space to conduct grand juror interviews.</p>
JUDICIAL CHAMBERS	<p>26. Judge's chambers are adequate in size to conduct routine work.</p>
ADMINISTRATION AND CLERICAL OFFICES	<p>27. Private offices or meeting rooms are needed for confidential conversations. (State Attorney's, Bureau of Investigations, Probation)</p> <p>28. In general, space is limited in the State Attorney's office.</p> <p>29. The Bureau of Investigations needs access to a secure victim witness waiting area.</p>
ACCESSIBILITY FOR DISABLED INDIVIDUALS	
GENERAL	<p>30. Because the existing facility was constructed before the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG) became a requirement under the law, some physical access barriers to individuals with disabilities exist in the courtrooms and related office space; however, the public entrance is Americans with Disabilities Act (ADA) accessible.</p>
COURTROOMS	<p>31. Most courtrooms are not equipped with many of the accessibility features as required by ADA, and access barriers exist. In general, courtroom components, such as witness stands, jury boxes, and judges' benches do not meet ADA accessibility requirements.</p> <p>32. In some cases, jury boxes are elevated above floor level prohibiting the wheelchair-bound public from properly accessing their seating.</p>
COURTROOM ANCILLARY AREAS	<p>33. Some access barriers exist in jury deliberation rooms, and wheelchair access to and from the jury boxes in the jury trial courtrooms is difficult.</p> <p>34. Some physical access barriers prevent wheelchair maneuverability to and from areas in the courtroom litigation wells and courtroom support areas.</p> <p>35. There are no ADA accessibility features for in-custodies next to the courtrooms.</p>

JUDICIAL CHAMBERS	36. Routes between the judges' offices and courtroom benches are not ADA accessible and many courtroom configurations include steps immediately behind the bench.
ADMINISTRATIVE AND CLERICAL OFFICES	37. There is no general information resource desk located at the front entrance of the courthouse to assist the public upon entering the main public lobby and to answer questions regarding court scheduling and related matters.
PARKING AND TRANSPORTATION	<p>38. The George N. Leighton Courthouse is located about five miles from the downtown area of Chicago, somewhat removed from major transportation hubs. However, there are buses that stop at the courthouse and an elevated train stop, which is located about six or seven blocks from the courthouse.</p> <p>39. Ample staff and public parking are available in the parking garage across the street from the courthouse.</p> <p>40. A judges' parking lot is located directly behind the building, which provides a separate, back entrance to the courthouse. This parking lot also includes spaces for some administrative and/or weekend staff.</p> <p>41. Handicap parking should be available for prospective jurors with physical disabilities. The travel distance from the parking garage to the courthouse is excessive.</p> <p>42. The Sheriff needs 10 dedicated parking spaces on site or nearby.</p>
SECURITY	
GENERAL	<p>43. The facility is a secured building with a single centralized public entrance and security screening with a magnetometer and x-ray machine and hand wand for secondary screening.</p> <p>44. Social Services would appreciate the installation of a panic button and security cameras in the reception area.</p> <p>45. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access.</p> <p>46. The Bureau of Investigations handles both transport and security of prisoners that are giving testimony in trials. Currently, there is not an adequate area to secure the prisoner while awaiting judicial proceedings or trial preparation by the Assistant State Attorney's. A room with standard in-custody security features, such as a secured prisoner room, surveillance, restroom, etc. is needed.</p> <p>47. The Probation Department would like surveillance cameras, at a minimum, in the lobby area. The receptionist, and all agency staff, would benefit from the receptionist desk being behind a secured door allowing access only to staff and probationers escorted by staff.</p> <p>48. Judges' chambers are secure and segregated from the public hallway.</p> <p>49. There are not enough holding cells to accommodate the number of in-custody classifications.</p> <p>50. ADA compliant toilets are needed in the holding cells.</p> <p>51. The in-custody elevators break down often and need proper maintenance.</p>
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	<p>52. The original architecture of the courthouse was not designed for the extensive use of computerized, advanced technologies in all functional areas. In some courtrooms, cords are running across the floor that are tripping hazards.</p> <p>53. Wireless access is needed throughout.</p> <p>54. Technology is limited throughout the facility.</p>

	55. The new electronic projects and case management systems will require additional equipment for the Expungement Clerk.
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Branches 23/50 - Grand Avenue

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
GENERAL	1. Filling current vacancies to promote future growth is difficult due to space limitations in each facility.
STORAGE	2. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. (OCJ) 3. Certain cases need confidentiality, and secure document storage is needed by the Court Reporter. 4. Social Services has a supply room with the stored supplies, printer, copier/fax, office safe and the desk for a supervisor. 5. Probation files must be stored in a secure manner. 6. Currently, the Clerk rotating shelving units within the office to store files and orders. 7. Because reporters do not have an office they are not able to bring supplies such as printers, paper, etc. to the courtroom and their machines are unsecure. 8. Certain proceedings require confidentiality. Those documents need secure storage.
COURTROOMS	9. The court reporter does not have an office at this facility. 10. The court reporters need a wider space to record the proceedings. Currently, they are situated between the judge and the State Attorney's, attorney for defendant and the defendant.
ADMINISTRATION AND CLERICAL OFFICES	11. In general, confidential meeting rooms or private offices are needed for private staff-related discussions and discussions with probationers. 12. In general, conference space is needed throughout. 13. Social Service's Cognitive restructuring group reporting requires the room with a table and number of chairs based on a group size. At Grand/Central location, caseworkers conduct groups in their small offices which is not efficient. The traveling Supervisor has a desk and a computer in the supply room because of lack of space. 14. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 15. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms. 16. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed. 17. The State Attorney's needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations. 18. The State Attorney's Office has a separate location for warehousing files post-litigation. There are two compressed filing systems within the Criminal Bureau located in our appeals unit at the Daley Center and on the 14th floor at 2650 S. California, housing cases for the felony review unit. Otherwise, each individual ASA office has a lateral filing system comprised of four to six filing cabinets containing five drawers each.
CONVENIENCE AND PROXIMITY	
	19. The facility is accessible by public transportation. (CTA)

	<p>20. An employee parking lot is available. The employees can park in the parking lot in the back and walk through the police station to the courthouse.</p> <p>21. Public parking is hard to find. There is a small public parking lot in the front of the courthouse.</p> <p>22. Parking spaces needed on side of the building (sheriff)</p>
ACCESSIBILITY FOR DISABLED INDIVIDUALS	
GENERAL	23. The holding cells are not ADA compliant
SECURITY	
GENERAL	<p>24. There should be panic alarms available to the judges.</p> <p>25. Transportation does not fit in the sally port.</p> <p>26. The lighting is poor inside the cells and, it is hard to see through the windows to check on the wellbeing of detainees.</p> <p>27. There are no county owned security cameras inside or outside of the building.</p> <p>28. The interview speakers in 2 out of 3 rooms need repair.</p> <p>29. The cells need to be painted and lighting fixtures need to be replaced. (sheriff)</p> <p>30. The Probations department would benefit from a duress alarm and surveillance cameras, at a minimum, in the lobby area.</p> <p>31. Social Services needs panic buttons to alert the Sheriff if needed.</p>
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	<p>32. Wireless access is needed throughout the facility.</p> <p>33. It is hot in winter and way too cold in summer in the cells, and this department is not in control of the thermostats.</p> <p>34. The new electronic projects and case management systems will require additional equipment for the Clerk.</p> <p>35. Technology is limited in the State Attorney's Office.</p> <p>36. The water fountains and wash basins in the cells (attached to the toilets) work sporadically and need re-pair.</p>

Branches 29/42 – Belmont Avenue (CLOSED)

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
STORAGE	<ol style="list-style-type: none"> 1. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. (OCJ) 2. Probation files must be stored in a secure manner. 3. Social Services has one designated room to store all supplies, the copier, and fax machine. There is limited space within this room. When necessary, the staff stores reams of paper in their offices. 4. Certain proceedings require confidentiality. Those documents need secure storage.
ADMINISTRATION AND CLERICAL OFFICES	<ol style="list-style-type: none"> 5. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 6. Conference space is needed. For example, cognitive restructuring group reporting needs a room with a table and number of chairs based on a group size. Currently, there is no group meeting room and these meetings are held in offices. 7. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 8. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms. 9. Court Reporters do not have an office at this facility where they can prepare their transcripts. In Branch 29, the court reporters are in an enclosed area between the judge and attorneys 10. Supervisor privacy is needed to address work-related issues with employees and court personnel. 11. There are no offices for court reporters located at this facility. Daily, the court reporters must carry their machine and any other supplies back and forth. The equipment is heavy. Steno paper for the machines must be carried in by different reporters as needed. 12. The State Attorney's needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations.
ACCESSIBILITY	
PARKING AND TRANSPORTATION	<ol style="list-style-type: none"> 13. Facility is accessible by public transportation. (CTA) 14. Public parking is available in the parking lot. 15. Parking spots needed near sally port for Outside agency drop off and pick-ups. (IDOC, Etc.) sheriff
SECURITY	
GENERAL	<ol style="list-style-type: none"> 16. Probation needs a duress alarm and surveillance cameras in the lobby area. 17. A panic button is needed in the Branch 29 courtroom due to the high volume of cases. 18. Transportation Buses do not fit in sally port. 19. The Cells are not ADA compliant. 20. Poor lighting in cells, making it difficult to see through the small windows to check on the detainees. 21. Transgender and mental health in-custodies need special accommodations. 22. Social Services needs a panic button at the front desk.

	23. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed.
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	24. Wireless access is needed throughout the facility. 25. The temperature in the holding areas is not consistent, sometimes its freezing other times its extremely hot. The Sheriff's office needs to be able to control the temperature within their space. 26. The new electronic projects and case management systems will require additional equipment for the Clerk. 27. Technology is limited in the State Attorney's Office.

Branches 34/48 -51st Street (CLOSED)

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
STORAGE	<ol style="list-style-type: none"> 1. Probation files must be stored in a secure manner. 2. Storage space for Social Services is limited. They have one small room for office supplies. Otherwise, most other items are stored in the Supervisor's office. 3. Currently, the Clerk rotating shelving units within the office to store files and orders.
ADMINISTRATION AND CLERICAL OFFICES	<ol style="list-style-type: none"> 4. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 5. The State Attorney's needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations. 6. Probation needs a duress alarm and surveillance cameras in the lobby area. 7. Conference space is needed. For example, cognitive restructuring group reporting needs a room with a table and number of chairs based on a group size. Currently, there is no group meeting room and these meetings are held in offices. 8. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 9. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms.
ACCESSIBILITY	
PARKING AND TRANSPORTATION	<ol style="list-style-type: none"> 10. Accessible by public transportation. 11. There is ample parking for employees and the public.
SECURITY	
GENERAL	<ol style="list-style-type: none"> 12. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed. 13. please describe the improvements needed? ADA compliance, 2 Upper lockups cannot accommodate proper separation of detainees, the perimeter of the sally port is not secure. (sheriff) 14. More cells are needed to separate by gender and classification such as male, female, new and DOC (sheriff) 15. One space big enough to accommodate a Bluebird bus. (sheriff) 16. Space is needed to maneuver a large Bluebird bus into the sally port (sheriff)
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	<ol style="list-style-type: none"> 17. Technology is Very limited in the State Attorney's Offices. 18. The new electronic projects and case management systems will require additional equipment for the Clerk.

Branches 35/38 – 111th Street

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
GENERAL	1. Filling current vacancies to promote future growth is difficult due to space limitations in each facility.
STORAGE	2. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. 3. Probation files must be stored in a secure manner. 4. Social Services has one designated room used to store all supplies, the copier, and fax machine. There is limited space within this room. When necessary, the staff stores paper in caseworker's offices.
COURTROOM ANCILLARY AREAS	5. An office is available for the court reporters to store printers, supplies, and store their machines.
ADMINISTRATION AND CLERICAL OFFICES	6. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 7. Conference space is needed. 8. Social Services needs a larger, group meeting space. 9. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 10. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms. 11. The State Attorney's needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations. 12. The Sheriff needs a dedicated Superintendent's office for privacy and confidentiality.
PARKING AND TRANSPORTATION	13. The facility is accessible by public transportation. (CTA) 14. There are two parking lots in the front of the courthouse. When they are at capacity, street parking is available.
SECURITY	
GENERAL	15. Panic alarms should be available to Judges. 16. ADA compliance, 17. Locks on interview booths A, B, C and 18. locks on cells 4, 5 and 6, 19. No dedicated secure area for loading and unloading detainees (sheriff) 20. More cells are needed to separate by gender and classification such as male, female, new and DOC (sheriff) 21. One space big enough to accommodate a Bluebird bus. (sheriff) 22. Space is needed to maneuver a large Bluebird bus into the sally port (sheriff) 23. The Cook County Sheriff's Department provides security for the building and responds to emergency situations as they arise when notified by telephone. Our agency staff would benefit from a duress alarm and surveillance cameras, at a minimum, in the lobby area.

	24. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed.
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	25. Wireless access is needed throughout the facility. 26. The new electronic projects and case management systems will require additional equipment for the Clerk. 27. Technology is limited in the State Attorney's Office.

Branches 43/44 – Flourney Street

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
GENERAL	1. E-filing has made the appeal process more efficient and has reduced the amount of paper generated in our office.
STORAGE	2. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. 3. Probation files must be stored in a secure manner. 4. Social Services has one designated room to store all supplies, the copier, and fax machine. There is limited space within this room. When necessary, the staff stores reams of paper in their offices. 5. Currently, the Clerk rotating shelving units within the office to store files and orders. 6. Certain proceedings require confidentiality. Those documents need secure storage. 7. There are no offices for court reporters located at this facility. Therefore, the court reporters must constantly take supplies with them that they may or may not need on this day. Printers and other office supplies used by the court reporters cannot be taken to this facility. The court reporters must daily carry their machine and any other supplies back and forth. The equipment is heavy. Steno paper for the machines must be carried in by different reporters as needed. 8. The State Attorney’s Office has a separate location for warehousing files post-litigation. There are two compressed filing systems within the Criminal Bureau located in our appeals unit at the Daley Center and on the 14th floor at 2650 S. California, housing cases for the felony review unit. Otherwise, each individual ASA office has a lateral filing system comprised of four to six filing cabinets containing five drawers each.
ADMINISTRATION AND CLERICAL OFFICES	9. The court reporter does not have an office at this facility. Instead, his/her equipment sits in front of the witness. It would help the reporters if they had somewhere to put equipment and supplies. 10. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 11. Conference space is needed. For example, cognitive restructuring group reporting needs a room with a table and number of chairs based on a group size. 12. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 13. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms. 14. Supervisor privacy is needed to address work-related issues with employees and court personnel. 15. The State Attorney’s needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations.
ACCESSIBILITY	
GENERAL	16. Probation needs a duress alarm and surveillance cameras in the lobby area. 17. Social Services needs a panic button at the front desk.
PARKING AND TRANSPORTATION	18. Access to public transportation. (CTA)

	<p>19. Public parking is available on the street. There is a parking lot across the street that is unsecure, and cars are constantly broken into. The area is very unsafe and there have been several shootings at employees, as well as, those attending court are trying to get into the building.</p>
SECURITY	
GENERAL	<p>20. The court reporters sit down on the floor in front of one of the witness stands to record the proceedings. This is a very dangerous spot. The State Attorney's is closest to the court reporter. The defendant is on the other end. There have been times when fights have broken out because a complaining witness or other people from the audience have come up to attack the defendant, even with the deputies there. The security consists of the deputies who are understaffed. There should be surveillance camera or panic button accessible to the judge or court reporter. Also, they need to install a more secured way of people walking up to the bench.</p> <p>21. In-custody transportation vehicle does not fit in sally port.</p> <p>22. The holding cells are not ADA compliant.</p> <p>23. Lighting in the holding cells is poor, and it is hard to see through the windows to check on the wellbeing of detainees.</p> <p>24. There is no location in the lock up for the interview of detainees by their social service worker or Public Defender.</p> <p>25. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed.</p>
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	<p>26. Wireless access is needed throughout the facility.</p> <p>27. The heating and air conditioning are not adequate for this building or the lock up area and we do not have control of the thermostats.</p> <p>28. The new electronic projects and case management systems will require additional equipment for the Clerk.</p> <p>29. Technology is limited in the State Attorney's Office.</p>

Skokie Courthouse

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
STORAGE	<ol style="list-style-type: none"> 1. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. 2. Probation files must be stored in a secure manner. 3. The Probation department has two spaces designated as storage areas. One is used as a record room where active cases, warrant cases and terminated case files are held. It also has a large storage closet used to maintain office supplies, forms and printer paper. 4. Social Services has one designated room to store all supplies, the copier, and fax machine. There is limited space within this room. 5. In general, storage space is packed to capacity. 6. Certain cases need confidentiality and rooms for private discussion. Those cases also need secure document storage. 7. Storage space in building basement; back storage room located in office.
COURTROOMS	<ol style="list-style-type: none"> 8. Each courtroom has two counsel tables with 2-3 chairs each and a jury box. One or two podiums are available to be positioned in front of the bench.
COURTROOM ANCILLARY AREAS	<ol style="list-style-type: none"> 9. Few provisions have been made for attorney-client conference space in the immediate area of each courtroom so that attorneys can meet privately with their clients before, during, and after courtroom time. Currently, attorneys must speak with their clients in the public hallways. 10. We have a conference room for meetings in the Presiding Judge's Office and a lunch room for judges on the main floor located along the chambers' corridor. 11. 402 Conferences are conducted in chambers and non-objected expungement matters are handled in the chambers.
JUDICIAL CHAMBERS	<ol style="list-style-type: none"> 12. Judge's chambers are adequate in size to conduct routine work.
ADMINISTRATION AND CLERICAL OFFICES	<ol style="list-style-type: none"> 13. Conference room space is utilized for staff and committee meetings. (probation) 14. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 15. The Cook County Sheriff's Department provides security for the building and responds to emergency situations as they arise when notified by telephone. Our agency staff would benefit from a duress alarm fashioned under the receptionist's desk and surveillance cameras, at a minimum, in the lobby area. The receptionist, and all agency staff, would greatly benefit from the receptionist desk being behind a secured door allowing access only to staff and probationers escorted by staff. (probation) 16. Social Service's Cognitive restructuring group reporting requires the room with a table and number of chairs based on a group size. At Grand/Central location, caseworkers conduct groups in their small offices

	<p>which is not efficient. The traveling Supervisor has a desk and a computer in the supply room because of lack of space.</p> <p>17. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby.</p> <p>18. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms.</p> <p>19. Court Payments require a space arrangement other than an office. All Payments coming from court that day. (clerk)</p> <p>20. Supervisor privacy is needed to address work-related issues with employees and court personnel.</p> <p>21. Space has always been an issue and we are extremely overcrowded. We have fewer ASA's than in the past and people are generally doing more with less. This condition has taken place over a long period of time. (State Attorney's)</p> <p>22. Attorneys should be able to lock their files in private areas.</p> <p>23. The State Attorney's Office needs more interview rooms.</p> <p>24. The State Attorney's needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations.</p>
ADJACENCY AND CIRCULATION	
GENERAL	25. The prisoner circulation system is not completely separated from the staff or public. In-custody defendants are transported to and from courtrooms through the public hallways.
COURTROOMS	26. There are no sound lock vestibules to separate the courtrooms from the public hallways.
COURTROOM ANCILLARY AREAS	27. There are no witness rooms for victims, children, and witnesses to wait near the courtrooms.
JUDICIAL CHAMBERS	28. Judicial chambers are adequate for routine work.
ACCESSIBILITY	
GENERAL	29. Because the existing facility was constructed before the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG) became a requirement under the law, some physical access barriers to individuals with disabilities exist in the courtrooms and related office space; however, the public entrance is Americans with Disabilities Act (ADA) accessible.
COURTROOMS	<p>30. Most of the courtrooms are not equipped with many of the accessibility features as required by ADA, and access barriers exist. In general, courtroom components, such as witness stands, jury boxes, and judges' benches do not meet ADA accessibility requirements.</p> <p>31. Jury boxes are elevated above floor level prohibiting the wheelchair-bound public from properly accessing their seating.</p>
COURTROOM ANCILLARY AREAS	<p>32. Some access barriers exist in jury deliberation rooms, and wheelchair access to and from the jury boxes in the jury trial courtrooms is difficult.</p> <p>33. Some physical access barriers prevent wheelchair maneuverability to and from areas in the courtroom litigation wells and courtroom support areas.</p> <p>34. There are no ADA accessibility features for prisoners.</p>

JUDICIAL CHAMBERS	35. Routes between the judges' offices and courtroom benches are not ADA accessible and many courtroom configurations include steps immediately behind the bench.
ADMINISTRATIVE AND CLERICAL OFFICES	36. Public counters in court-related offices are not in compliance with ADA accessibility requirements; low counters are not provided for individuals in wheelchairs.
PARKING AND TRANSPORTATION	37. Ample staff and public parking are available. 38. Public transportation is available at the West Entrance of the courthouse.
SECURITY	
GENERAL	39. In general, the facility is a secured building with a single centralized public entrance and security screening with a magnetometer and x-ray machine and hand wand for secondary screening. 40. Judges' chambers are securely segregated from the public hallway. 41. Secure attorney/prisoner meeting space is not provided. 42. The front office has a panic button located under the front counter. (court reporter) 43. Prisoners for bond hearing, as well as DOC transportation utilize a sally port for drop off and pick up, upon completion of drop off or pick up, squad cars and vans park in locations outside the court house. CCDOC buses typically remain in the sally port. The sally port can hold a large bus and several smaller vehicles. (sheriff) 44. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed.
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	45. The original architecture of the courthouse was not designed with provisions for the extensive use of computerized, advanced technologies in all functional areas. While the courtrooms have been updated, there are many cords running throughout the courtrooms that are potential tripping hazards. 46. Wireless access is needed throughout the facility. 47. Technology is limited in the State Attorney's Office.

Rolling Meadows Courthouse

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
PLANNED IMPROVEMENTS	1. An attorney room on the second floor to better accommodate attorneys and clients is being established.
GENERAL	2. E-filing has made the appeal process more efficient and has reduced the amount of paper generated in our office. 3. Nursing mothers need a private lactation space.
STORAGE	4. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. 5. The Social Service Department currently has a storage room for office supplies and a safe. They also have a file storage room. 6. Probation files must be stored in a secure manner. 7. The Probation department has two spaces designated as storage areas. One is used as a record room where active cases, warrant cases and terminated case files are held. It also has a large storage closet used to maintain office supplies, forms and printer paper. 8. Current Storage: Three Filing rooms in Room 121- Upper Level, Two Filing room in basement- Lower Level, One Supply Room- Upper Level, One Evidence Room- Upper Level, One Conference/Training room (clerk) 9. One dedicated storage room for boxes of steno notes, supplies, tapes, DVDs; 26 four-drawer, upright file cabinets and four upright storage lockers. (COURT REPORTER) 10. Certain proceedings require confidentiality. Those documents need secure storage.
COURTROOM ANCILLARY AREAS	11. The victims and witnesses use public defender or State Attorney's offices or are subjected to basement area victim liaison room.
ADMINISTRATION AND CLERICAL OFFICES	12. Social Service's Cognitive restructuring group reporting requires the room with a table and number of chairs based on a group size. 13. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 14. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms. 15. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 16. Supervisor privacy is needed to address work-related issues with employees and court personnel. 17. The State Attorney's needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations. 18. The State Attorney's Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed.
ACCESSIBILITY	
PARKING AND TRANSPORTATION	19. Facility is accessible by public transportation.

	<ul style="list-style-type: none"> 20. There needs to be ample handicapped parking available for arriving prospective jurors with physical disabilities. 21. Public parking is available. 22. About 10 parking spaces are needed to accommodate the municipalities, IDOC, and other outlying counties who transport in-custodies for court appearance.
SECURITY	
GENERAL	<ul style="list-style-type: none"> 23. Duress Alarm (COURT REPORTER) 24. Ensure there is enough room for the large trans bus to enter the dock and sally port and be able to secure the garage doors to load/unload the in-custodies. 25. The Cook County Sheriff's Department provides security for the building and responds to emergency situations as they arise when notified by telephone. Our agency staff would benefit from a duress alarm fashioned under the receptionist's desk and surveillance cameras, at a minimum, in the lobby area. The receptionist, and all agency staff, would greatly benefit from the receptionist desk being behind a secured door allowing access only to staff and probationers escorted by staff.
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	<ul style="list-style-type: none"> 26. Wireless access is needed throughout the facility. 27. Technology is limited in the State Attorney's Office. 28. Public access terminal to review case activity, view images and check back grounds is needed (clerk) 29. (Secure door access, duress alarm, surveillance camera, etc.) All of the above needed. We need to have Secured door access in Evidence room. (clerk)

Maywood Courthouse

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
GENERAL	1. Nursing mothers require private lactation space.
STORAGE	2. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. 3. There is no dedicated storage room within the jury assembly room. Currently, the jury room supervisor's office is being used to house stored documents. 4. Probation files must be stored in a secure manner. 5. Maywood has two spaces designated as storage areas. One is used as a record room where active cases, warrant cases and terminated case files are held. It also has a large storage closet used to maintain office supplies, forms and printer paper. (probation) 6. There is a supply room that houses a copier, fax machine and shelving unit for Department forms. There is also a small storage closet where we house equipment and/or furniture that is not used daily. (social services)
COURTROOM ANCILLARY AREAS	7. THERE IS NO PRIVATE SPACE FOR ATTORNEYS TO INTERVIEW THEIR IN-CUSTODY CLIENTS. 8. THERE ARE NO ATTORNEY/CLIENT MEETING SPACES FOR OUT OF CUSTODY CLIENTS. 9. PRIVATE ATTORNEYS HAVE NO DESIGNATED SPACE FOR THEIR WITNESSES TO WAIT.
ADMINISTRATION AND CLERICAL OFFICES	10. The Probation department needs a conference room. 11. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 12. Special Programs-We currently have 3 programs that include groups: Domestic Violence, Cognitive Behavioral groups and parenting classes. (social services) 13. Activities-Unit meetings are held in the storage room due to lack of meeting space. (social services) 14. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 15. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms.
ADJACENCY AND CIRCULATION	
ADMINISTRATIVE AND CLERICAL OFFICES	16. We should have a secure door access because the public can just walk into the main office. Since my office is away from the front door and front desk, I would like to have a surveillance camera to observe what is always going on at the front desk. (court reporter)
ACCESSIBILITY	
PARKING AND TRANSPORTATION	17. Public transportation arrives at the courthouse every half hour from 8am to 2pm, and then every hour until 5pm. The first bus leaves the courthouse every half hour beginning at 9am until 2pm, and then every hour until 5pm. 18. There needs to be ample handicapped parking available for arriving prospective jurors with physical disabilities.

SECURITY	
GENERAL	<p>19. Holding areas must be made ADA compliant.</p> <p>20. All holding areas should be upgraded to detention grade standards (locks, doors, seating, toilets, etc.)</p> <p>21. The Cook County Sheriff’s Department provides security for the building and responds to emergency situations as they arise when notified by telephone. Our agency staff would benefit from a duress alarm fashioned under the receptionist’s desk and surveillance cameras, at a minimum, in the lobby area. The receptionist, and all agency staff, would greatly benefit from the receptionist desk being behind a secured door allowing access only to staff and probationers escorted by staff. (probation)</p>
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	<p>22. Wireless access is needed throughout the facility.</p>

Bridgeview Courthouse

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
GENERAL	<ol style="list-style-type: none"> 1. E-filing has made the appeal process more efficient and has reduced the amount of paper generated. 2. Nursing mothers require a private lactation space near jury deliberation.
STORAGE	<ol style="list-style-type: none"> 3. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. 4. Probation files must be stored in a secure manner. 5. Bridgeview has two spaces designated as storage areas. One is used as a record room where active cases, warrant cases and terminated case files are held. It also has a large storage closet used to maintain office supplies, forms and printer paper. (probation) 6. Social Services needs paper/supply storage.
COURTROOM ANCILLARY AREAS	<ol style="list-style-type: none"> 7. The use of interview rooms/space is shared. Attorney/Client meetings are generally held out in the hallway as no space is readily available.
ADMINISTRATION AND CLERICAL OFFICES	<ol style="list-style-type: none"> 8. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 9. Conference space is needed. 10. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby.
PARKING AND TRANSPORTATION	<ol style="list-style-type: none"> 11. There is designated parking at the front of the courthouse for visitor parking, and at the back of the courthouse for employee parking. 12. Need additional handicapped parking available for arriving prospective jurors with physical disabilities. 13. DOC Trans Buses are utilized for DOC transport. Outside agencies use their own vehicles for drop-off. IDOC vehicles may remain if space is available or are removed to parking lot for other than pickup and drop-off. 14. The pace bus lets off right in front of the court house.
SECURITY	
GENERAL	<ol style="list-style-type: none"> 15. We need a duress alarm. Our office is located on the lower level. Although we can phone the sheriff's office in emergency situations, having access to a duress alarm would be an extra convenience if necessary. 16. Due to staffing issues in the sheriff's department, a deputy is no longer assigned to the jury assembly room. As a result, a duress alarm located under the intake counter is necessary to alert the building security in the event of a safety issue or medical emergency. 17. DNA requires a special space arrangement. (sheriff) 18. Are the current accommodations for transporting and holding the in-custody prisoners to and from the courtroom adequate? (e.g., sally port, central holding, court floor holding, in-custody circulation, etc.) They are adequate currently but the 2nd floor is starting to see an increase in misdemeanor/felony transfers which requires the movement of detainees through the hallways.

	<p>19. The Cook County Sheriff's Department provides security for the building and responds to emergency situations as they arise when notified by telephone. Our agency staff would benefit from a duress alarm fashioned under the receptionist's desk and surveillance cameras, at a minimum, in the lobby area. The receptionist, and all agency staff, would greatly benefit from the receptionist desk being behind a secured door allowing access only to staff and probationers escorted by staff. (probation)</p> <p>20. Social Services has a duress alarm connected to the Sheriff's office in case of emergencies.</p> <p>21. Are there any special security requirements needed in your work area? (secure door access, duress alarm, surveillance camera, etc.) Yes, duress alarms are at each cashier station, customer service counter, courtrooms, and bond room. Surveillance cameras are above each cash register and in the bond room. The evidence room is a secured door.</p>
TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	22. Wireless access is needed throughout the facility.

Markham Courthouse

IMAGE AND SPACE ADEQUACY	
AREA	OBSERVATION / ISSUE
GENERAL	<ol style="list-style-type: none"> 1. E-filing has made the appeal process more efficient and has reduced the amount of paper generated in our office. 2. Nursing mothers require private lactation space.
STORAGE	<ol style="list-style-type: none"> 3. A concern across the board in all locations is the storage available to our office in each court facility. The space available is minimal and does not allow for growth or expansion. 4. There is no dedicated storage room within the jury assembly room. Currently, the jury room supervisor's office is being used to house stored documents. 5. Probation files must be stored in a secure manner. 6. Markham has two spaces designated as storage areas. One is used as a record room where active cases, warrant cases and terminated case files are held. It also has a large storage closet used to maintain office supplies, forms and printer paper. (probation) 7. We have very limited storage space at the Markham location. We have one supply room that we use to store supplies and paper. On occasion, we use our conference room to store the paper delivered because there is often no space available. (social services) 8. We have three designated storage spaces for the storage of notes along with supplies. We have shelving units in each storage area.
ADMINISTRATION AND CLERICAL OFFICES	<ol style="list-style-type: none"> 9. The Probation department utilizes a conference room for staff and committee meetings. 10. Sworn probation staff needs office space that can accommodate confidential conversations with probationers. 11. Conference space is needed. For example, cognitive restructuring group reporting needs a room with a table and number of chairs based on a group size. Currently, there is no group meeting room and these meetings are held in offices. 12. Social Services needs access to private meeting rooms or offices. Cubicles are not adequate for confidential conversations. Confidential conversations take place often, so the rooms need to be nearby. 13. Social Services conducts monthly unit meetings and individual meetings that need private meeting rooms. 14. Certain proceedings require confidentiality. Those documents need secure storage. 15. Supervisor privacy is needed to address work-related issues with employees and court personnel. 16. The Clerk needs a space to collect payments coming from court. 17. Appeals, Expungements, and Sexual cases involving minors all need spaces that are confidential and private. 18. The State Attorney's needs spaces that are appropriate for interactions with victims, witnesses, and training purposes. Confidentiality and privacy are important considerations.

SECURITY	
GENERAL	<ol style="list-style-type: none"> 19. The State Attorney’s Office needs added security including secure doors, alarms, and a means to control access. Surveillance cameras are also needed. 20. Have panic buttons in case of emergencies. 21. A duress alarm located under the intake counter is necessary in the Jury Assembly Room to alert the building security in the event of a safety issue or medical emergency. 22. The current accommodation for transporting and holding the in-custody prisoners to and from the courtroom needs more space. The dropping off arrestees for Felony and Misdemeanor court and utilization of the Inner and Outer dock areas to load and unload prisoners/inmates from the Cook County Department of Corrections (DOC) as well as from other agencies become cumbersome and a security risk. 23. A larger space for the intake, processing, searching and compliant and noncompliant property areas. 24. The facility needs a separate and secure area for loading/unloading prisoners from DOC as well as the outlying agencies bringing in their arrestees for court as to not interfere with other deliveries being made to the courthouse. 25. Various courtrooms in the facility do not have secure lockups for prisoners and secluded/secured and working elevators to/from courtrooms. 26. The need for an updated security system with real time capabilities for viewing and a court appearance video system for High Risk Movement (HRM) and (313) Chronic masturbators, unless the appearance is for a plea to a case or for a jury or bench trial. 27. An updated camera system throughout the facility for monitoring in the lockup, courtrooms and the common areas of the facility. There is a need for monitors and playback capabilities to view incidents in and out of the facility. 28. The cells need updated due to various issues that require repairs that could take an extended amount of time because of part orders. (sheriff) 29. Any Inmate that has a Keep Separate From (KSF) alert in CCOMS must be separated from the other inmates named in the alert. Sheriff’s Police arrests that are being Held for Investigation (HFI) and need to be kept separate from another individual. (sheriff) 30. Duress alarms are needed in some offices.
ACCESSIBILITY	
PARKING AND TRANSPORTATION	<ol style="list-style-type: none"> 31. There needs to be ample handicapped parking available for arriving prospective jurors with physical disabilities. 32. Secure parking is needed for prosecuting attorneys who work after hours. 33. The pace bus lets off right in front of the court house. 34. Public and employee parking is available.

TECHNICAL AND ENVIRONMENTAL SYSTEMS	
GENERAL	35. Wireless access is needed throughout the facility. 36. Technology is limited in the State Attorney's Office.

Appendix C – Cook County Criminal Court Facilities Utilization 3rd Stakeholder Meeting Presentation

Appendix D – Minimum Courtroom Standards in the State of Illinois

Appendix E – Court Facility Floor Plans with Departmental Areas

Appendix F – Cook County Property List

Appendix G – Historic Case Filings (Digital Appendix)