

MINUTES

FLORIDA CLERKS OF COURT OPERATIONS CORPORATION

TUESDAY, FEBRUARY 16, 2016 3:30 PM EST

EXECUTIVE COUNCIL MEETING

Embassy Suites, Lake Buena Vista South, Kissimmee, FL (Magnolia B)

The February 16, 2016 meeting of the Executive Council of the Florida Clerks of Court Operations Corporation (CCOC) was called to order by Executive Council Chair Sharon Bock at 3:33 pm. Chair Bock asked Mary Baker, the Executive Assistant, to call roll. Council Members present were the Honorable Sharon Bock, Honorable Ken Burke, Honorable Ron Ficarrota, and Honorable Paula S. O'Neil. The Honorable Stacy Butterfield, Honorable Harvey Ruvin and Honorable Kyle Hudson were present via phone. The Honorable Bob Inzer, Honorable John Crawford, Honorable Tim Sanders, and Honorable Neil Kelly were absent and had previously informed the Chair that they were unable to attend. Chair Bock asked if there was enough present for a quorum and Ms. Baker replied that there was not enough for a quorum. Chair Bock thanked everyone in the room for coming. She explained that there was enough for a quorum on Friday, but as of late Friday the House Judiciary Appropriations called a meeting and asked the CCOC and the FCCC to be present. John Dew, the Executive Director of the CCOC, Clerk Carolyn Timmann, the Legislative Chair and Clerk Stacy Butterfield, the Finance and Budget Chair were asked to be present. This meeting ended at 11:30 AM this morning and the members were on their way from Tallahassee, FL. The meeting was postponed from 3:00 PM until 3:30 PM. The by-laws state that there has to be 5 members in person at the meeting for a quorum. Chair Bock asked that a motion be made to change the agenda categories to those presenters that do not have motions to be first and those with motions will be later when Clerk Butterfield, the fifth member, arrives. The motion to adjust the agenda was made by Clerk O'Neil and seconded by Clerk Burke. Vote was taken and the motion passed unanimously.

UPDATE ON TCBC ISSUES

Judge Ficarrota opened by saying that his colleagues on the TCBC and the CCOC need to continue to work together as the adverse situation in Tallahassee affects both organizations. He stated that the TCBC held a meeting on January 8, 2016 in Tampa, Florida. It was a pre-legislative session. There is going to be a \$5 million reduction in their general revenue authority. They are facing the same challenging situation as the Clerks are. They continue to monitor the legislative activity in Tallahassee. The TCBC's main issues are:

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1. Employees – seeking recurring salary dollars to complete the equity and retention. It has not been funded.
2. Trial Court Technology – securing a Case Management system – It has partially been funded.
3. Court interpreting – requiring new certification requirements and has partially been funded.

On January 27, 2016 Chief Justice Labarga requested a loan for \$6.3 million to cover this year's shortfall in the State Court Revenue Trust Fund. The next TCBC Meeting is April 12, 2016 in Orlando. Information can be found on the website. He is continuing to monitor an issue regarding the transfer of \$11.7 million to the JAC budget for jury management, juror payment and juror meals. In the 9th Circuit they administer those details and are trying to determine how that is going to affect others. It is his understanding that the Office of State Court Administration is working with John Dew and Fred Baggett on this particular issue. That ended his report and Chair Bock thanked him and asked if there were any questions. There were no questions.

TECHNOLOGY WORKGROUP

Clerk Peacock thanked Chair Bock and presented his report. Since his previous report, he has sent out a survey to ask Clerks how the loss of the usage of the 10% for technology will affect them. The Workgroup met and came up with a model, but with the state of the operational budget they did not want to muddle up what was being worked on by the FCCC and the people handling the Legislative operational budget issues. He feels that they can come up with a basic number from last year's budget for Technology that came out of the 10%. Currently, with the Workgroup working on the maturity model of services and how technology is applied to the services, it will give something to identify as a cost of certain technologies and processes. With that knowledge, the workgroup will be able to go behind the maturity model and apply real dollars to projects and give a statewide number that can be counted on as a good number for technology costs. Then the workgroup can look at the funding sources. Clerk Peacock appreciates the confidence that the Council has in him and thanked all that have helped him. Chair Bock stated that it has been difficult for Clerk Peacock because the LBC decided to wrap the 10% into the Clerks' operational budgets even though the Clerks have the statutory right to collect the 10% amount. The 10% amount was taken off the appropriated amount and added on to the operational budget. She continued that over the last four or five years, the Clerks have been able to meet the state mandated technology requirements because a majority of Clerks were using the 10%. When Clerk Peacock and his committee have enough data, they can tell what the actual cost is for the mandated technology. Then the Clerks' budgets will be looked at and noted if there is enough money to perform the duties. The number will

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become very important because there is an enormous expectation and we heard today that the House Judiciary Committee asked Clerk Rushing about the use of technology and how it will allow Clerks' budgets to decrease. It would be logical if the Clerks had the money for technology and also if there was a big system that was all paperless, but there is a dual system with both paper and an electronic system. Chair Bock thanked Clerk Peacock for his report.

Clerk Butterfield and Mr. John Dew arrived at approximately 3:50 PM. Clerk Butterfield is the fifth voting member present. This will allow the Council to return to the agenda with motions.

Chair Bock asked Clerk Burke to give his report.

APPROVAL OF MINUTES – October 6, 2015

Clerk Burke began with the minutes from the October 6, 2015 Executive Council meeting that needed the Council's approval. The minutes start on page 3 and go on to page 18 in the packet. Clerk Burke made a motion to approve the minutes. Clerk O'Neil seconded the motion. The vote was called and the motion passed unanimously.

TREASURER'S REPORT

Clerk Burke continued with the Treasurer's Report. He pointed out that the first four months of the CCOC financials show the overall picture. This is 33% of the year and only 23.38% of the budget has been spent. The budget is in good shape. The audit for the last fiscal year is from page 21 through 49. The audit presents an unmodified opinion which is the highest opinion that can be received. Other things that need to be looked at was cooperation of the Management and items observed that were irregular. The cooperation was good and there was no irregular items. He stated that it is very important that the CCOC have a good financial record and Clerks should be proud of this audit. He complimented the staff for helping to make this happen. Clerk Burke moved that the audit and Treasurer's report be approved. Clerk O'Neil seconded the motion. Chair Bock asked if there was any discussion. Hearing none, the vote was taken. The motion passed unanimously.

BUDGET COMMITTEE

Chair Bock called upon Clerk Butterfield to give the Budget Committee report. Clerk Butterfield thanked the Chair and began on page 51 of the packet. The Budget Committee met via a conference call

on December 9, 2015. The committee approved a request from the Union County Clerk for spending authority of unused local 10% dollars in the amount of \$12, 671. The Clerk's Office in Union County had signed a contract prior to the end of the 14-15 year, but there was a delay. They came before the committee and committee approved it. At this time, Clerk Butterfield stated that money was there in the budget authority and she made a motion that Council approve this request. Clerk Burke seconded the motion. Chair Bock asked if there was any discussion. Hearing none, the vote was taken and the motion passed unanimously.

Clerk Butterfield noted that the Budget Committee discussed the North Highlands Consultant Report, Phase 1 and CCOC was working on Phase 2, Revenue and the Cost Drivers. Clerk Butterfield asked the Chair if she could give an update on the final conclusion and findings by the North Highland Group related to Phase 2. In Phase 1, the findings were that yes, the Clerks' cases are down and were down by 14% over the last 5 years. However, the Clerks' workload was not. In Phase 2, the focus was on revenue and cost drivers that affect the Clerks statewide and the differences among the Clerks. The findings were that the revenues are primarily driven by case type mix and volume as well as economic factors, legislation and the judiciary. The report clearly delineated that the highest revenue in volume is from traffic cases which has the lowest workload. Criminal cases are the highest workload and are lowest in revenue. And as the cases have declined, over 67% of the decline is related to civil traffic cases. The report goes further to say that civil traffic cases are a primary determinant in the amount of revenue and also whether Clerk's office is a funded or a depository county. To take it one step farther, in a county where there is more incorporated area than unincorporated is also a cost driver of civil traffic cases. Unincorporated areas get a larger portion of the same traffic fine as an incorporated area. Other cost drivers are legislation and administrative orders. And to point out again, revenues are largely out of the control of the Clerks. On the expenditure side, the consultant group had the same findings that most of the Clerks' costs are out of the control of Clerks. The cost drivers are the case mix and volume. On the cost's side, 90% of the Clerk's funding is made up of employee salary and benefits. There has been a significant increase in employee health benefits. Criminal cases are a big part of the cost center. The bottom line is the report was well received and augmented the workload study of Phase 1 to say cases are down, workload is up. The drivers that impact the revenues and expenditures are out of the control of Clerks. Both reports were submitted to the Legislature. Phase 1 was sent in November and Phase 2, December 31st. Clerk Butterfield thanked Clerks and their staff who participated in both phases. She felt the information in Phase 1 and 2 complimented the work that the CCOC's Performance committee had already worked on long before we had a consultant. Mixed cases were discussed by the PIE Committee. Cases are very different. The idea of mixed cases was validated by the

study. It is hoped that the basis started by the PIE Committee and the Consultant report will move forward in the Budget process.

Chair Bock commented on the outstanding job Clerk Butterfield had done getting the report out on time. The information was correct and was completely validated by a 3rd party.

Clerk Butterfield reported on two more items from the Budget Committee. The Budget Committee discussed the current budget situation that is being faced for the 15-16 CFY. The committee talked about potential methods to improve the budget model and budget process that will be used for the 16-17 budget cycle. The committee agreed to form a workgroup of staff and Clerks. Clerk Smith is heading the workgroup. Staff is talking about those items that they want to look at and implement for the next budget cycle. They will also be taking into account what the PIE Committee and the Financial Analysis Workgroup have done. The budget cycle will be beginning shortly with the instructions going out in mid-April. The Workgroup was formed and has met several times and will continue to meet.

For the last item, the Budget Committee talked about the presentation done by Doug Isabelle as to why the Clerks' revenues are down. Clerk Butterfield thought there was good information that should be presented to the Executive Council. Mr. Isabelle was asked to give his presentation. His presentation slides were found on pages 54 to 140 in the packet. The presentation covers revenue streams and how they impact the Clerks.

Chair Bock thanked Mr. Isabelle for his report and asked if there were any questions. Clerk Irby asked if this presentation was given to the House Judiciary Committee. Mr. Dew commented that it was good information since it is public information. It will help explain the revenue drop when the Trust Fund information is given later.

Clerk Butterfield announced that the Budget Committee will be meeting most likely March 14 or 15, 2016. Session will be ending March 11 and we are hopeful that funding issues will be addressed. Chair Bock thanked Clerk Butterfield and called upon Clerk Green to give the PIE Committee report.

PERFORMANCE IMPROVEMENT AND EFFICIENCY (PIE) COMMITTEE

Clerk Green stated that there was a great deal going on with the committee, but first there were three reports that needed Council approval. These were (1) CFY 14/15 Quarter 4 Performance Measure Action Plan; (2) CFY Annual Performance Measure Action Plan; and (3) CFY 14/15 Collection Agent Action Report.

1. CFY 14/15 Quarter 4 Performance Measure Action Plan (Page 81) – Clerk Green noted that out of the 4th quarter reporting, action plans increased by 16 from quarter 3 to 4. This was anticipated due to reduction in staff. On collections from Q3 to Q4, overall collections declined

by 5.81%. Most of the decline was in the circuit criminal division specifically to the mandated drug trafficking assessment. Thirty-six Clerks' offices required an action plan for not meeting the civil traffic collection standard. Forty-seven Clerks' offices required an action plan for not meeting circuit and county criminal collection standards. There was an expectation that these standards would dip a little. Not only is a standard not being met, but also that standard is shifting into a decline. Clerk Burke had asked about drug trafficking standard analysis at the last Council meeting. If drug trafficking was taken out, how would that affect the collections. An analysis on Peer 6 was done by Mr. Isabelle and staff. For example, in Broward with drug trafficking it was 10%. With drug trafficking out, they went up 11%. Dade at 10.3% went up to 12.3%. Hillsborough was at 3.6% and went up to 13.2%. Orange would be 8.3% and they went up to 22.6%. You can see if drug trafficking is taken out, the Clerks do much better at collections. That was the end of the report and Clerk Green asked for a motion to approve and post the report to the CCOC website. Clerk Butterfield made the motion. Clerk O'Neil seconded. Chair Bock asked if there was any discussion. Hearing none, vote was taken and the motion passed unanimously.

2. CFY Annual Performance Measure Action Plan (Page 99) – Clerk Green had several points to highlight. There were 504 Action Plans for the whole year. That was actually a decrease of 23 from the year before. Collections were decreasing from 68.5% down to 67%. At the end of the year, 3 of the 9 court divisions' collection standards were not achieved. That would be circuit criminal, county criminal and civil traffic. The economy and payment plans (late payments and/or long term payment plans) were the most cited reason(s) for not meeting the traffic performance standard. A reminder that the first quarter is the beginning of identifying action plans as being an internal or an external factor for meeting standard performance measures. If it is an external factor, a better job of identifying those things that are out of the Clerks' control to collect. Internal factors allow the Clerks to better control factors that affect collection and what steps that can be taken to rectify the matter. The Q1 report is due at the end of March. On the docketing cases timely, Clerk Green wanted to highlight that there was an increase over last year from the beginning of the year. It was noted the insufficient personnel was one of the main reasons it was taking longer. Ironically, filing cases timely decreased and a pattern of where the time is being put towards one effort to accommodate that standard and neglecting another is being seen. Clerk Green asked for a motion to approve the report and post it on the CCOC website. Clerk Ruvin made the motion which was seconded by Clerk Butterfield. Chair Bock asked if there was any discussion. Clerk O'Neil had a question

about how Operation Greenlight affected the fact that collections were lower than the preceding year. Clerk Green stated that if Operation Greenlight had not been done the collections of revenue would have shown a larger decrease. Even with the boost from OGL, the Clerks were kept from meeting their standards. Clerk Green clarified that it was not less money but less of a percentage in collecting. Chair Bock stated that there may be other important elements that are not being measured that need to be looked at. Clerk Green agreed and said the PIE Committee wants to look at the back-end items that are not being measured such as wait times, calls coming in taking longer to answer, customers on hold longer, etc. Clerk Green stated that she would talk about this when she talks about the analysis of the "Betty Book". This may be a great input into identifying what other important things that Clerks do that are key indicators of the services the Clerks provide and how the PIE Committee can measure them. Clerk O'Neil stated that one of the biggest concerns is staff working so hard and no end is in sight. She noted that she had staff that had left because of the pressure. She would like to see this addressed as well. Clerk Green also wanted to note that the committee was going to look at the payment plans and their performance. Chair Bock stated that there was a motion and second on the table. The vote was taken and it passed unanimously.

3. Collection Agency Report (Page 110) – Clerk Green indicated that this report was returning. This report was in existence in 2007-2008. The first submittal of the report was asked to be returned by December 15, 2015 and there was a 100% completion of the report. From 2007/08 to current, Clerks have been doing all they can internally and externally to send items to collection agencies. In the seven years since the report, there has been an increase in contracts with collection agencies, 74 to 101. In 2007-08, there were only six Clerks' offices that contracted multiple collection agencies. Now there is 26. Criminal accounts in 2007-08 with the collection agencies was \$81 million and today it is \$607 million. Those that have been sent to collection agencies seven years ago was \$7.3 million and now it is \$24.6 million. Clerk Green has noticed that there is a big shift in Clerks proactively sending accounts to collection agencies in order to collect the revenue. Civil traffic is up from \$76 million to \$115.7 million. Clerk O'Neil made a motion to approve the Collection Report. A second was provided by Clerk Butterfield. Chair Bock asked if there was any discussion. Mr. Isabelle wanted to add a footnote to the Collection Report that says, "These numbers are not audited. Total collections during the reporting period could be from assessments made in prior years. This may not be an accurate reflection in the collection rate performance." Clerk Green continued that Clerks

would work with their finance staff in their offices to see if they can figure out how to get closer to a true picture of what was sent and what was returned. The PIE Committee will continue to work on the report and make it better and better. This is only the first round. Chair Bock noted that there was a motion and a second. Vote was taken and the motion passed unanimously.

Clerk Green added a couple of updates. First, she wanted to acknowledge Don Barbee and his hard work on the Financial Analysis and Enhancement Workgroup. He stepped down for personal reasons. Chair Bock has asked Clerk Kellie Connell to join and take the lead chair on the Financial Analysis Workgroup. Clerk Connell has agreed to be the Chair. A Workgroup meeting is trying to be scheduled. The first item to be addressed is the weighted workload measures that Clerk Butterfield eluded to. The workgroup started working on this last year. An analysis by the workgroup was done to try and look at subcase types to determine if one is easier to work than another. The workgroup started looking at case counts and the weighting of the work associated with the cases and case counts to get a better picture across all offices as to their work needs. Ironically, the workload project came along and validated the path that we were going down. The workgroup was able to take that information and layer that over some of the work of the workgroup has done to come up with the weight load measure. This was shared with the Budget Workgroup. This gives them a tool to use to look at continuing cases at a Clerk's office to determine what kind of work is going on in their office, what are the case types and the workload associated with those case types, and what FTE's are needed to handle that workload which drills up to our budgetary needs. When the North Highlands Consultant did the study, they used the dated "Betty book" as a benchmark to try and determine all the things associated to a potential case or subcase type. One of the things that the workgroup is going to be doing immediately is the revision of the "Betty book". This is going to have multiple positive outcomes. It is going to help with the weighted workload measure and to help identify the current workload in an office. Also there are some data elements in the Association's CCIS 3.0 that will help with the case counts. The PIE committee and the workgroup will be looking into that data to see if it will help with the case and subcase counts. Clerk Green also mentioned the Collection Agency Report training. Mr. Isabelle verified that there would be four training sessions, two in February and two in March. The training will be online.

Chair Bock thanked Clerk Green for her hard work and called upon Clerk Timmann to give the Legislative Committee report.

LEGISLATIVE COMMITTEE

Clerk Timmann began by recapping today's events. The Legislative group was quickly set to present to the House Justice Appropriation Committee. This being their last meeting, it was very important. They were provided an opportunity to give a presentation on Clerks' budget issues, workload study, and suggestions to resolve the Clerks' funding problem. Clerk Rushing gave the presentation. Being on the end of the agenda there was concern about the amount of time that would be given, but plenty of time was given. There were many questions from the members with some that need to be followed up on. Clerk Timmann will be working with the FCCC on those questions Clerk Rushing did not have the answers for. Questions included staff reductions, exact numbers and why; Trust Fund questions, Clerks order of being paid (Clerks paid first or the Trust Fund); electronic records on appeal; new requirements from the Court, such as PDA and some of those components. Clerk Timmann felt that there was still some concerns from the Chairman about some of the Clerks' issues. His question was on the staffing issue. This goes back to some of the questions asked by the House staff. However, she feels more of the legislators are understanding the Clerks' side. They are understanding from the workload report that e-filing is not the solution to all the problems. They understand that it actually increased the Clerks' workload with redacting and online viewing. That is a huge switch because of the advocacy shown by Clerks and all the information that has been provided. It was the attorneys on the committee that understand that now. It was the attorneys that could see the good side of e-filing for them and not the back end work of the Clerks. She acknowledged that Barney Bishop of Smart Justice stood up and spoke on the importance of Clerks' record keeping and providing quick access to those records.

Clerk Timmann turned to speak about the Senate and the jury funding of the \$11.7 million that the House put through as the appropriation attached to the bill reimbursing Clerks for their jury costs. It came out narrowly written for direct cost for meals and the payments to Clerks for their service. But at the same time, they put an \$11.7 million fiscal note on it. This did not match up with cost. The House worked on this and amended the bill to include operations and personnel which moved it up to the \$11.7 million mark. Originally, it was supposed to run through the Justice Administrative Commission. They had concerns about the workload and now as it is currently amended, the CCOC will have a role in the review of personnel and operations cost. The direct pass through on the meals and juror payment cost is a lot less labor intensive for the JAC to handle. We will continue to work with them and make sure that it is the most efficient process. Clerk Timmann wanted to make a note that it was heard in the House, it was heard in the Senate, this was our opportunity as Clerks and as the CCOC to show what a good job we can do on reviewing all the requests coming in from the individual counties. We have been asked to prove and show

how efficient we can be by Senator Negrón and Senator Lee. That will be up to the CCOC even on the juror personnel and operations costs. We can prove that we can review and provide all the information and back up. We need to show that we are doing all we are supposed to do.

In the Senate, there were two appropriations that came through Senator Negrón's sub-committee. One was a non-reoccurring, onetime payment of \$12.9 million towards the deficit. The other is \$10 million in reoccurring that is held to supplement fees and fines. Even though there is going to be questions if that is going to be enough, this puts us in an excellent position moving into the budget conference. Last year there was nothing in the House or the Senate, we were not part of the conference. Now we are significantly part of that process.

Clerk Timmann will be pulling all this together to get out to the Clerks. She will also be working on getting information to the Legislators that asked questions. She asked the FCCC to transcribe the questions that were asked by the Legislators and our responses so far.

This year there was an expanded team. There have been finance personnel from the Clerks' offices to assist the Legislative Committee in the fiscal analyses on the different bills both upon the request of the Legislature and also as we see merging issues. They were looking at amendments and their fiscal impacts and how they could be resolved. The finance teams have been amazing. Sometimes their turnaround time was 24 hours. And this was really appreciated.

Clerk Timmann concluded the Legislative summary and asked if there were any questions. Clerk Burke wanted to comment that Clerk Rushing did a wonderful job today. He continued with a comment about caseloads going down and workload increasing. He felt the group did a good job of pointing this out. His office sends people to serve Judges at the court sessions. There is as many court sessions as there was 3 or 4 years ago when the case count was higher. There is no reduced sessions. We provide a court clerk in a courtroom, every court session. If the court sessions have gone down, then it would make sense that the workload has gone down. But that has not happened. There are more State Attorneys and Public Defenders around the State than there was 3 or 4 years ago. Those are the people that engage us the most and require a lot of the services. We are serving the people in the area and judicial partners and those numbers have not gone down. If you compare each of these areas today with yesterday, the work is still there. The work his office does with a file has gone up with redaction. We are part of a system. Clerk Timmann added that there was a chart that showed that State Attorneys, Judiciary, Public Defenders have not gone up significantly in numbers, but on the flip side of that it was pointed out that local judiciary orders in some circuits require Clerks to attend more proceedings than they used to especially the special courts.

Chair Bock asked if there were any other questions. There were none. She thanked Clerk Timmann for her hard work and analysis to the CCOC. Chair Bock would like to see a log of the questions that Clerks have been getting from both the House and Senate sides and the CCOC staff would provide updates. Then the staff would update the Legislative staff and Legislators periodically. Also it would show the common thread that they are asking us. Clerk Timmann agreed that was a very good suggestion. The questions could be compared and cross matched and this could be sent out to the Clerks. It will show which Legislators are asking the questions and the local Clerks could reach out to them.

REPORT ON CLERKS' TRUST FUND

Chair Bock asked John Dew, Executive Director of the CCOC to give his report on the Clerks' Trust Fund. The report can be found on page 121. The good news is that we have a little over \$2.3 million in the Trust Fund. The bad news is this week \$2,095,000 will be sent out to the funded Clerks for their January payment. So you can see that we are behind. Unfortunately, the reality is unless there is additional revenue provided by the Legislature, each month is going to get worse. Mr. Dew is projecting starting next month, there may only be approximately 60% of the revenues to send out to the funded Clerks. Mr. Dew also mentioned that the REC met in December and re-projected the revenues from their previous conference of a shortfall of \$17 million. It went from \$416.8 million to \$400.2 million. That is less dollars available to Clerks, a 4% decrease. The CCOC staff projected the number a little lower. The staff sees a potential range of anywhere from \$383 million to \$398 million. Mr. Dew stated that we have not seen the bottom yet. The 10% fines which were not part of the budget process are projecting \$31.1 million to come in this year. This comes from what was left over from last year and the collections of \$20 million. The 10% dollars should be there. Finally, at every Council meeting, the Revenue in Case Trend is compared to the number of cases by divisions and the overall revenue. Revenue is down by 5% in 14/15 compared to the previous year. Cases are down by 6%. Again, by the type of cases we cannot say that workload is down. Mr. Dew ended his report and stated that he was ready for any questions. Mr. Burke asked when the budget will be approved and if there is any relief for the Clerks. He also asked what the earliest date for access to the money would be and how much time has the Governor to sign or veto the budget? Mr. Dew said this would look into the answers to the questions. Mr. Boyd confirmed he would get the answer.

Mr. Dew continued with the last order of business. He wanted to bring to the Council's attention that the Executive Committee of the CCOC met and went over the contracts. There were five contracts and the amounts of the contracts are found on page 140. Mr. Dew wanted to bring this to the attention of the Council if there were any questions.

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Chair Bock asked if there any questions for Mr. Dew. Seeing none and hearing none, she thanked Mr. Dew.

OTHER BUSINESS

Chair Bock asked if there was any other business. Clerk Burke stated that something that has been on his agenda for two years and has been accomplished. In the program at the back it has that CCOC funds the Clerks' education. This is a start in the right direction. He thanked Mr. Dew. Clerk Butterfield said that the answer to the question about the Governor's time to sign the budget is 15 days.

Clerk Ruvin made a motion to adjourn the meeting. Clerk Butterfield seconded the motion. Vote was taken and passed unanimously. Chair Bock thanked all for coming.