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**BUDGET COMMITTEE WORKSHOP**  
September 24, 2019

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JD Peacock, II  
OKALOOSA COUNTY  
EXECUTIVE COUNCIL CHAIR

Jeffrey R. Smith, CPA, CGMA  
INDIAN RIVER COUNTY  
VICE-CHAIR

Tiffany Moore Russell, ESQ.  
ORANGE COUNTY  
SECRETARY/TREASURER



STACY BUTTERFIELD, CPA  
POLK COUNTY

JOHN CRAWFORD  
NASSAU COUNTY

TODD NEWTON  
GILCHRIST COUNTY

LAURA E. ROTH  
VOLUSIA COUNTY

HARVEY RUVIN, ESQ.  
MIAMI-DADE COUNTY

RON FICARROTTA  
13TH JUDICIAL CIRCUIT JUDGE  
SUPREME COURT APPOINTEE

ANGELINA "ANGEL"  
COLONNESO, ESQ.  
MANATEE COUNTY  
SENATE APPOINTEE

VACANT  
HOUSE APPOINTEE

JOHN DEW  
EXECUTIVE DIRECTOR

JOE BOYD  
GENERAL COUNSEL

2560-102 BARRINGTON CIRCLE | TALLAHASSEE, FLORIDA 32308 | PHONE 850.386.2223 | FAX 850.386.2224 | WWW.FLCCOC.ORG

## BUDGET COMMITTEE WORKSHOP

September 24, 2019

Meeting: 9 AM – 5 PM, EST

WebEx Meeting Link:

<https://flccoc.webex.com/flccoc/j.php?MTID=m48aee8d8ec07027d05631cf97899ed88>

Call-in Number: 1-415-655-0001

Access Code: 853 952 111

- 1) Call to Order.....Ken Burke
- 2) Funding Requests .....Ken Burke
  - a) Summary
  - b) Schedule
  - c) Requests and Supporting Documentation
  - d) Standard Questions
- 3) Other Business.....Ken Burke

**Committee Members:** Ken Burke, CPA, Chair; Jeffrey Smith, CPA, Vice-Chair; Tom Bexley; Sharon Bock, Esq.; Stacy Butterfield, CPA; Pam Childers, CPA; Kellie Connell, CPA; Gary Cooney, Esq.; John Crawford; Greg Godwin; Tara S. Green; Carla Hand, CPA, CGFO; Bill Kinsaul; Tiffany Moore Russell, Esq.; Donald C. Spencer; Carolyn Timmann; and Angela Vick

*Our Mission: As a governmental organization created by the Legislature, we evaluate Clerks' court-related budgetary needs, and recommend the fair and equitable allocation of resources needed to sustain court operations.*



# CCOC

FLORIDA CLERKS OF COURT  
OPERATIONS CORPORATION

**JD Peacock, II**  
OKALOOSA COUNTY  
EXECUTIVE COUNCIL CHAIR

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## AGENDA ITEM 2

**DATE:** September 24, 2019  
**SUBJECT:** Funding Requests  
**COMMITTEE ACTION:** For discussion

### OVERVIEW:

The Funding Request form was distributed to Clerks via e-mail and the CCOC website on Thursday, July 25, 2019. A training was held via WebEx on Friday, August 2, 2019. Forms were due back to the CCOC on Friday, August 16, 2019.

The following is a summary of the funding requests as submitted, schedule of presentations, and a copy of the forms with supporting documentation as submitted by each county. The Funding Requests total \$16,735,673 and 147.91 FTE from 43 counties.

FTE	Personnel	Operating	Capital	TOTAL
147.91	\$ 14,385,628	\$ 2,203,775	\$ 146,270	\$ 16,735,673

**COMMITTEE ACTION:** For discussion

**LEAD STAFF:** Jason L. Welty, Budget and Communications Director

### ATTACHMENTS:

1. Funding Summaries
2. Schedule of Presentations
3. Funding Request Forms and Supporting Documentation
4. Standard Questions

County	Peer Group	CFY1819 Budget Authority w/out Jury	CFY1920 CCOC Request w/out Jury	Requested % Increase over CFY1819 Budget Authority	Capped Subtotal After 3-Steps (before Special Requests)	Difference from CFY1920 Original Request	Actual % Increase over CFY1819 Budget Authority	Peer Group Average After 3-Step	More than 10% of Peer Group Average After 3-steps	Special Request Funding	Increase over CFY1819 Budget Authority If Special Request Approved	GRAND TOTAL If Special Needs Request Approved	Potential % Increase over CFY1819 Budget Authority If Special Needs Approved
Calhoun	1	\$406,693	\$481,246	18.33%	\$426,549	(\$54,697)	4.88%	\$421,957	1.08%	\$0	\$19,856	\$426,549	4.88%
Franklin	1	\$592,227	\$617,390	4.25%	\$617,390	\$0	4.25%		31.65%	\$0	\$25,163	\$617,390	4.25%
Glades	1	\$482,017	\$517,848	7.43%	\$502,164	(\$15,684)	4.18%		15.97%	\$0	\$20,147	\$502,164	4.18%
Jefferson	1	\$399,371	\$469,376	17.53%	\$416,717	(\$52,659)	4.34%		-1.26%	\$53,270	\$70,616	\$469,987	17.68%
Lafayette	1	\$270,644	\$297,534	9.94%	\$281,899	(\$15,635)	4.16%		-49.68%	\$11,000	\$22,255	\$292,899	8.22%
Liberty	1	\$275,350	\$288,805	4.89%	\$287,024	(\$1,781)	4.24%		-47.01%	\$0	\$11,674	\$287,024	4.24%
Dixie	2	\$441,673	\$463,560	4.96%	\$463,105	(\$455)	4.85%	\$488,554	-5.50%	\$0	\$21,432	\$463,105	4.85%
Gilchrist	2	\$489,197	\$514,616	5.20%	\$510,334	(\$4,282)	4.32%		4.27%	\$0	\$21,137	\$510,334	4.32%
Gulf	2	\$448,173	\$521,455	16.35%	\$468,431	(\$53,024)	4.52%		-4.30%	\$0	\$20,258	\$468,431	4.52%
Hamilton	2	\$432,807	\$526,472	21.64%	\$456,826	(\$69,646)	5.55%		-6.95%	\$40,000	\$64,019	\$496,826	14.79%
Holmes	2	\$567,484	\$556,257	-1.98%	\$556,257	\$0	-1.98%		12.17%	\$0	(\$11,227)	\$556,257	-1.98%
Madison	2	\$510,301	\$534,333	4.71%	\$534,333	\$0	4.71%		8.57%	\$0	\$24,032	\$534,333	4.71%
Union	2	\$412,787	\$461,674	11.84%	\$430,593	(\$31,081)	4.31%		-13.46%	\$34,740	\$52,546	\$465,333	12.73%
Baker	3	\$609,318	\$659,033	8.16%	\$641,895	(\$17,138)	5.35%	\$660,887	-2.96%	\$18,187	\$50,764	\$660,082	8.33%
Bradford	3	\$643,534	\$677,671	5.30%	\$677,671	\$0	5.30%		2.48%	\$0	\$34,137	\$677,671	5.30%
DeSoto	3	\$727,070	\$759,451	4.45%	\$759,451	\$0	4.45%		12.98%	\$0	\$32,381	\$759,451	4.45%
Hardee	3	\$770,566	\$866,581	12.46%	\$808,025	(\$58,556)	4.86%		18.21%	\$51,500	\$88,959	\$859,525	11.54%
Taylor	3	\$496,913	\$576,579	16.03%	\$523,910	(\$52,669)	5.43%		-26.15%	\$0	\$26,997	\$523,910	5.43%
Wakulla	3	\$610,086	\$697,762	14.37%	\$641,224	(\$56,538)	5.10%		-3.07%	\$0	\$31,138	\$641,224	5.10%
Washington	3	\$545,900	\$749,966	37.38%	\$574,036	(\$175,930)	5.15%		-15.13%	\$177,972	\$206,108	\$752,008	37.76%
Gadsden	4	\$1,059,586	\$1,381,960	30.42%	\$1,112,684	(\$269,276)	5.01%	\$1,068,334	3.99%	\$126,123	\$179,221	\$1,238,807	16.91%
Hendry	4	\$987,157	\$1,213,177	22.90%	\$1,037,963	(\$175,214)	5.15%		-2.93%	\$154,436	\$205,242	\$1,192,399	20.79%
Jackson	4	\$995,231	\$1,051,561	5.66%	\$1,047,509	(\$4,052)	5.25%		-1.99%	\$0	\$52,278	\$1,047,509	5.25%
Levy	4	\$870,756	\$1,019,602	17.09%	\$922,108	(\$97,494)	5.90%		-15.86%	\$104,537	\$155,889	\$1,026,645	17.90%
Okeechobee	4	\$1,187,722	\$1,259,850	6.07%	\$1,245,260	(\$14,590)	4.84%		14.21%	\$0	\$57,538	\$1,245,260	4.84%
Suwannee	4	\$994,218	\$1,105,488	11.19%	\$1,044,481	(\$61,007)	5.06%		-2.28%	\$31,143	\$81,406	\$1,075,624	8.19%
Columbia	5	\$1,408,086	\$1,464,661	4.02%	\$1,464,661	\$0	4.02%	\$1,637,603	-11.81%	\$38,530	\$95,105	\$1,503,191	6.75%
Highlands	5	\$1,686,635	\$1,831,533	8.59%	\$1,781,685	(\$49,848)	5.64%		8.09%	\$78,950	\$174,000	\$1,860,635	10.32%
Nassau	5	\$1,430,675	\$1,540,859	7.70%	\$1,511,751	(\$29,108)	5.67%		-8.32%	\$47,629	\$128,705	\$1,559,380	9.00%
Putnam	5	\$1,737,655	\$1,980,711	13.99%	\$1,834,879	(\$145,832)	5.60%		10.75%	\$150,000	\$247,224	\$1,984,879	14.23%
Walton	5	\$1,512,483	\$1,861,964	23.11%	\$1,595,037	(\$266,927)	5.46%		-2.67%	\$30,198	\$112,752	\$1,625,235	7.45%
Citrus	6	\$2,191,658	\$2,896,048	32.14%	\$2,364,841	(\$531,207)	7.90%	\$2,606,562	-10.22%	\$639,026	\$812,209	\$3,003,867	37.06%
Flagler	6	\$1,595,211	\$1,811,277	13.54%	\$1,755,821	(\$55,456)	10.07%		-48.45%	\$59,903	\$220,513	\$1,815,724	13.82%
Indian River	6	\$2,839,503	\$3,002,142	5.73%	\$2,985,333	(\$56,809)	5.14%		12.69%	\$31,882	\$177,712	\$3,017,215	6.26%
Martin	6	\$3,196,230	\$3,701,399	15.81%	\$3,358,421	(\$342,978)	5.07%		22.39%	\$245,400	\$407,591	\$3,603,821	12.75%
Monroe	6	\$3,282,275	\$3,458,263	5.36%	\$3,439,972	(\$18,291)	4.80%		24.23%	\$225,154	\$382,851	\$3,665,126	11.66%
Sumter	6	\$1,647,397	\$2,211,906	34.27%	\$1,734,981	(\$476,925)	5.32%		-50.24%	\$121,688	\$209,272	\$1,856,669	12.70%
Bay	7	\$3,390,963	\$3,718,334	9.65%	\$3,642,555	(\$75,779)	7.42%	\$3,414,365	6.26%	\$0	\$251,592	\$3,642,555	7.42%
Charlotte	7	\$3,284,698	\$3,388,658	3.16%	\$3,388,658	\$0	3.16%		-0.76%	\$406,601	\$510,561	\$3,795,259	15.54%
Clay	7	\$3,171,152	\$3,746,836	18.15%	\$3,339,980	(\$406,856)	5.32%		-2.23%	\$320,284	\$489,112	\$3,660,264	15.42%
Hernando	7	\$3,209,853	\$3,681,807	14.70%	\$3,399,924	(\$281,883)	5.92%		-0.42%	\$0	\$190,071	\$3,399,924	5.92%
Okaloosa	7	\$3,402,079	\$3,593,452	5.63%	\$3,593,452	\$0	5.63%		4.98%	\$74,853	\$266,226	\$3,668,305	7.83%
Saint Johns	7	\$3,404,737	\$3,549,454	4.25%	\$3,549,454	\$0	4.25%		3.81%	\$0	\$144,717	\$3,549,454	4.25%
Santa Rosa	7	\$2,830,132	\$4,240,532	49.84%	\$2,986,531	(\$1,254,001)	5.53%		-14.33%	\$167,615	\$324,014	\$3,154,146	11.45%

County	Peer Group	CFY1819 Budget Authority w/out Jury	CFY1920 CCOC Request w/out Jury	Requested % Increase Over CFY1819 Budget Authority	Capped Subtotal After 3-Steps (before Special Requests)	Difference from CFY1920 Original Request	Actual % Increase over CFY1819 Budget Authority	Peer Group Average After 3-Step	More than 10% of Peer Group Average After 3-steps	Special Request Funding	Increase over CFY1819 Budget Authority If Special Request Approved	GRAND TOTAL If Special Needs Request Approved	Potential % Increase over CFY1819 Budget Authority If Special Needs Approved
Alachua	8	\$5,634,478	\$5,816,309	3.23%	\$5,816,309	\$0	3.23%	\$5,920,440	-1.79%	\$321,700	\$503,531	\$6,138,009	8.94%
Lake	8	\$5,407,078	\$6,608,992	22.23%	\$5,703,739	(\$905,253)	5.49%		-3.80%	\$1,146,448	\$1,443,109	\$6,850,187	26.69%
Leon	8	\$5,472,079	\$5,992,080	9.50%	\$5,785,854	(\$206,226)	5.73%		-2.33%	\$114,682	\$428,457	\$5,900,536	7.83%
Marion	8	\$6,033,563	\$6,607,078	9.51%	\$6,375,858	(\$231,220)	5.67%	\$7,068,194	7.14%	\$221,217	\$563,512	\$6,597,075	9.34%
Collier	9	\$6,187,449	\$6,643,208	7.37%	\$6,498,383	(\$144,825)	5.03%		-8.77%	\$0	\$310,934	\$6,498,383	5.03%
Escambia	9	\$6,244,314	\$6,963,800	11.52%	\$6,631,822	(\$331,978)	6.21%		-6.58%	\$537,970	\$925,478	\$7,169,792	14.82%
Manatee	9	\$5,738,374	\$5,956,080	3.79%	\$5,956,080	\$0	3.79%	\$11,473,038	-18.67%	\$0	\$217,706	\$5,956,080	3.79%
Osceola	9	\$6,535,519	\$7,702,170	17.85%	\$6,893,846	(\$808,324)	5.48%		-2.53%	\$659,000	\$1,017,327	\$7,552,846	15.57%
Saint Lucie	9	\$6,445,895	\$6,876,834	6.69%	\$6,773,711	(\$103,123)	5.09%		-4.35%	\$0	\$327,816	\$6,773,711	5.09%
Sarasota	9	\$7,561,998	\$8,358,423	10.53%	\$7,972,306	(\$386,117)	5.43%	\$24,900,932	11.34%	\$219,370	\$629,678	\$8,191,676	8.33%
Seminole	9	\$8,324,931	\$8,854,388	6.36%	\$8,751,207	(\$103,181)	5.12%		19.23%	\$158,906	\$585,182	\$8,910,113	7.03%
Brevard	10	\$11,115,588	\$11,408,315	2.63%	\$11,408,315	\$0	2.63%		-0.57%	\$0	\$292,727	\$11,408,315	2.63%
Lee	10	\$10,911,289	\$11,797,703	8.12%	\$11,546,906	(\$250,797)	5.83%	\$46,791,880	0.64%	\$278,759	\$914,376	\$11,825,665	8.38%
Pasco	10	\$10,434,730	\$10,911,299	4.57%	\$10,911,299	\$0	4.57%		-5.15%	\$800,000	\$1,276,569	\$11,711,299	12.23%
Polk	10	\$11,573,392	\$12,284,837	6.15%	\$12,284,837	\$0	6.15%		6.61%	\$0	\$711,445	\$12,284,837	6.15%
Volusia	10	\$10,545,633	\$11,601,836	10.02%	\$11,213,833	(\$388,003)	6.34%	-2.31%	\$525,500	\$1,193,700	\$11,739,333	11.32%	
Duval	11	\$17,588,394	\$23,182,848	31.81%	\$18,711,021	(\$4,471,827)	6.38%	\$46,791,880	-33.08%	\$4,525,676	\$5,648,303	\$23,236,697	32.11%
Hillsborough	11	\$28,055,057	\$30,329,834	8.11%	\$29,747,292	(\$582,542)	6.03%		16.29%	\$549,464	\$2,241,699	\$30,296,756	7.99%
Orange	11	\$27,006,971	\$28,828,238	6.74%	\$28,585,091	(\$243,147)	5.84%		12.89%	\$319,560	\$1,897,680	\$28,904,651	7.03%
Pinellas	11	\$21,402,811	\$24,392,221	13.97%	\$22,560,324	(\$1,831,897)	5.41%	-10.37%	\$488,694	\$1,646,207	\$23,049,018	7.69%	
Broward	12	\$36,705,664	\$39,846,743	8.56%	\$38,798,412	(\$1,048,331)	5.70%	\$46,791,880	-20.60%	\$2,294,472	\$4,387,220	\$41,092,884	11.95%
Miami-Dade	12	\$67,696,403	\$74,141,164	9.52%	\$71,218,356	(\$2,922,808)	5.20%		34.30%	\$0	\$3,521,953	\$71,218,356	5.20%
Palm Beach	12	\$28,822,358	\$30,358,873	5.33%	\$30,358,873	\$0	5.33%		-54.13%	\$133,634	\$1,670,149	\$30,492,507	5.79%
<b>STATEWIDE TOTAL</b>		<b>\$412,892,171</b>	<b>\$455,412,356</b>		<b>\$435,219,450</b>	<b>(\$20,192,906)</b>		15		<b>\$16,735,673</b>	<b>\$39,062,952</b>	<b>\$451,955,122.50</b>	

Available for CFY 2019-20 \$ 446,812,672 Deficit amount to fully fund all requests (\$5,142,450.50)

Agenda Item 2 - Attachment 2

	County	Peer Group	FTE	Personnel	Operating	Capital	TOTAL	Attendance	FTE	Collections	IT	Pay or Hours	RC\$	Health	Other
1	Monroe	6	0.00	\$ 72,154	\$ 153,000	\$ -	\$ 225,154	WebEx					RC\$		Operations /Training
2	Lake	8	14.00	\$ 1,125,868	\$ 20,580	\$ -	\$ 1,146,448	In Person	FTE	Collections		Pay or Hours			
3	Highlands	5	1.78	\$ 77,860	\$ 1,090	\$ -	\$ 78,950	In Person	FTE						Jury
4	Broward	12	0.00	\$ 2,294,472	\$ -	\$ -	\$ 2,294,472	WebEx				Pay or Hours			
5	Gadsden	4	2.00	\$ 114,268	\$ 11,855	\$ -	\$ 126,123	WebEx	FTE						
6	Marion	8	0.00	\$ 221,217	\$ -	\$ -	\$ 221,217	WebEx				Pay or Hours			
7	Charlotte	7	0.00	\$ -	\$ 406,601	\$ -	\$ 406,601	In Person			IT				
8	Leon	8	2.00	\$ 114,682	\$ -	\$ -	\$ 114,682	In Person	FTE	Collections					
9	Santa Rosa	7	3.00	\$ 157,615	\$ 10,000	\$ -	\$ 167,615	In Person		Collections					
10	Orange	11	5.00	\$ 199,560	\$ 120,000	\$ -	\$ 319,560	In Person	FTE	Collections					Jury
11	Indian River	6	0.90	\$ 31,882	\$ -	\$ -	\$ 31,882	In Person	FTE						
12	Sarasota	9	4.00	\$ 219,370	\$ -	\$ -	\$ 219,370	In Person	FTE						
13	Clay	7	4.45	\$ 320,284	\$ -	\$ -	\$ 320,284	In Person	FTE	Collections	IT				
14	Suwannee	4	1.00	\$ 22,764	\$ 8,379	\$ -	\$ 31,143	WebEx	FTE		IT				
15	Lee	10	5.00	\$ 278,759	\$ -	\$ -	\$ 278,759	In Person	FTE						
16	Pasco	10	0.00	\$ 800,000	\$ -	\$ -	\$ 800,000	In Person					RC\$	Health	
17	Duval	11	57.00	\$ 4,084,126	\$ 441,550	\$ -	\$ 4,525,676	In Person	FTE	Collections	IT		FRS		
18	Martin	6	3.20	\$ 125,400	\$ 120,000	\$ -	\$ 245,400	In Person	FTE	Collections	IT				
19	Citrus	6	1.10	\$ 629,026	\$ 10,000	\$ -	\$ 639,026	In Person		Collections			RC\$		
20	Osceola	9	9.00	\$ 659,000	\$ -	\$ -	\$ 659,000	In Person	FTE	Collections					Comptroller
21	Alachua	8	0.00	\$ -	\$ 321,700	\$ -	\$ 321,700	WebEx		Collections	IT				
22	Lafayette	1	0.00	\$ 11,000	\$ -	\$ -	\$ 11,000	In Person				Pay or Hours			
23	Washington	3	1.00	\$ 177,972	\$ -	\$ -	\$ 177,972	WebEx	FTE				RC\$	Health	
24	Hardee	3	1.00	\$ 51,500	\$ -	\$ -	\$ 51,500	WebEx		Collections					
25	Union	2	0.50	\$ 27,740	\$ 7,000	\$ -	\$ 34,740	In Person	FTE						
26	Flagler	6	1.50	\$ 59,903	\$ -	\$ -	\$ 59,903	In Person	FTE						
27	Volusia	10	0.00	\$ 525,500	\$ -	\$ -	\$ 525,500	In Person				Pay or Hours			
28	Hendry	4	4.00	\$ 154,436	\$ -	\$ -	\$ 154,436	WebEx	FTE						
29	Putnam	5	0.98	\$ 125,000	\$ -	\$ 25,000	\$ 150,000	WebEx	FTE		IT	Pay or Hours	RC\$		
30	Seminole	9	3.00	\$ 146,856	\$ 12,050	\$ -	\$ 158,906	In Person	FTE						Operations
31	Baker	3	1.00	\$ 18,187	\$ -	\$ -	\$ 18,187	WebEx	FTE						
32	Hillsborough	11	0.00	\$ 324,264	\$ 225,200	\$ -	\$ 549,464	WebEx			IT				
33	Escambia	9	2.00	\$ 116,500	\$ 300,200	\$ 121,270	\$ 537,970	WebEx	FTE	Collections	IT				IV-D - A/C Unit / Training
34	Columbia	5	1.00	\$ 38,530	\$ -	\$ -	\$ 38,530	WebEx	FTE	Collections					
35	Pinellas	11	9.00	\$ 481,694	\$ 7,000	\$ -	\$ 488,694	In Person	FTE	Collections					New Duties
36	Hamilton	2	1.00	\$ 40,000	\$ -	\$ -	\$ 40,000	WebEx		Collections					
37	Nassau	5	2.00	\$ 47,629	\$ -	\$ -	\$ 47,629	In Person	FTE						
38	Palm Beach	12	0.00	\$ 133,634	\$ -	\$ -	\$ 133,634	WebEx						Health	
39	Walton	5	0.50	\$ 30,047	\$ 151	\$ -	\$ 30,198	WebEx	FTE						
40	Levy	4	2.00	\$ 82,118	\$ 22,419	\$ -	\$ 104,537	WebEx	FTE			Pay or Hours			
41	Sumter	6	3.00	\$ 121,688	\$ -	\$ -	\$ 121,688	WebEx	FTE	Collections					
42	Jefferson	1	0.00	\$ 53,270	\$ -	\$ -	\$ 53,270	WebEx					RC\$	Health	
43	Okaloosa	7	1.00	\$ 69,853	\$ 5,000	\$ -	\$ 74,853	In Person	FTE						
STATEWIDE TOTAL			147.91	\$14,385,628	\$ 2,203,775	\$ 146,270	\$16,735,673		28	16	9	7	6	4	

Revised:

Agenda Item 2 - Attachment 2

	County	Peer Group	FTE	Personnel	Operating	Capital	TOTAL	Attendance	FTE	Collections	IT	Pay or Hours	RC\$	Health	Other
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9/23/2019 14:25

	County	Peer Group	FTE	Personnel	Operating	Capital	TOTAL
1	Jefferson	1	0.00	\$ 53,270	\$ -	\$ -	\$ 53,270
2	Lafayette	1	0.00	\$ 11,000	\$ -	\$ -	\$ 11,000
3	Hamilton	2	1.00	\$ 40,000	\$ -	\$ -	\$ 40,000
4	Union	2	0.50	\$ 27,740	\$ 7,000	\$ -	\$ 34,740
5	Baker	3	1.00	\$ 18,187	\$ -	\$ -	\$ 18,187
6	Hardee	3	1.00	\$ 51,500	\$ -	\$ -	\$ 51,500
7	Washington	3	1.00	\$ 177,972	\$ -	\$ -	\$ 177,972
8	Gadsden	4	2.00	\$ 114,268	\$ 11,855	\$ -	\$ 126,123
9	Hendry	4	4.00	\$ 154,436	\$ -	\$ -	\$ 154,436
10	Levy	4	2.00	\$ 82,118	\$ 22,419	\$ -	\$ 104,537
11	Suwannee	4	1.00	\$ 22,764	\$ 8,379	\$ -	\$ 31,143
12	Columbia	5	1.00	\$ 38,530	\$ -	\$ -	\$ 38,530
13	Highlands	5	1.78	\$ 77,860	\$ 1,090	\$ -	\$ 78,950
14	Nassau	5	2.00	\$ 47,629	\$ -	\$ -	\$ 47,629
15	Putnam	5	0.98	\$ 125,000	\$ -	\$ 25,000	\$ 150,000
16	Walton	5	0.50	\$ 30,047	\$ 151	\$ -	\$ 30,198
17	Citrus	6	1.10	\$ 629,026	\$ 10,000	\$ -	\$ 639,026
18	Flagler	6	1.50	\$ 59,903	\$ -	\$ -	\$ 59,903
19	Indian River	6	0.90	\$ 31,882	\$ -	\$ -	\$ 31,882
20	Martin	6	3.20	\$ 125,400	\$ 120,000	\$ -	\$ 245,400
21	Monroe	6	0.00	\$ 72,154	\$ 153,000	\$ -	\$ 225,154
22	Sumter	6	3.00	\$ 121,688	\$ -	\$ -	\$ 121,688
23	Charlotte	7	0.00	\$ -	\$ 406,601	\$ -	\$ 406,601
24	Clay	7	4.45	\$ 320,284	\$ -	\$ -	\$ 320,284
25	Okaloosa	7	1.00	\$ 69,853	\$ 5,000	\$ -	\$ 74,853
26	Santa Rosa	7	3.00	\$ 157,615	\$ 10,000	\$ -	\$ 167,615
27	Alachua	8	0.00	\$ -	\$ 321,700	\$ -	\$ 321,700
28	Lake	8	14.00	\$ 1,125,868	\$ 20,580	\$ -	\$ 1,146,448
29	Leon	8	2.00	\$ 114,682	\$ -	\$ -	\$ 114,682
30	Marion	8	0.00	\$ 221,217	\$ -	\$ -	\$ 221,217
31	Escambia	9	2.00	\$ 116,500	\$ 300,200	\$ 121,270	\$ 537,970
32	Osceola	9	9.00	\$ 659,000	\$ -	\$ -	\$ 659,000
33	Sarasota	9	4.00	\$ 219,370	\$ -	\$ -	\$ 219,370
34	Seminole	9	3.00	\$ 146,856	\$ 12,050	\$ -	\$ 158,906
35	Lee	10	5.00	\$ 278,759	\$ -	\$ -	\$ 278,759
36	Pasco	10	0.00	\$ 800,000	\$ -	\$ -	\$ 800,000
37	Volusia	10	0.00	\$ 525,500	\$ -	\$ -	\$ 525,500
38	Duval	11	57.00	\$ 4,084,126	\$ 441,550	\$ -	\$ 4,525,676
39	Hillsborough	11	0.00	\$ 324,264	\$ 225,200	\$ -	\$ 549,464
40	Orange	11	5.00	\$ 199,560	\$ 120,000	\$ -	\$ 319,560
41	Pinellas	11	9.00	\$ 481,694	\$ 7,000	\$ -	\$ 488,694
42	Broward	12	0.00	\$ 2,294,472	\$ -	\$ -	\$ 2,294,472
43	Palm Beach	12	0.00	\$ 133,634	\$ -	\$ -	\$ 133,634
	STATEWIDE TOTAL		147.91	\$14,385,628	\$ 2,203,775	\$ 146,270	\$16,735,673

Revised:  
9/23/2019 14:30

	County	Peer Group	FTE	Personnel	Operating	Capital	TOTAL
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2	Broward	12	0.00	\$ 2,294,472	\$ -	\$ -	\$ 2,294,472
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23	Hendry	4	4.00	\$ 154,436	\$ -	\$ -	\$ 154,436
24	Putnam	5	4.06	\$ 125,000	\$ -	\$ 25,000	\$ 150,000
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Revised:  
9/23/2019 14:30

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43	Washington	3	1.00	\$ 177,972	\$ -	\$ -	\$ 177,972
	STATEWIDE TOTAL		142.93	\$14,353,228	\$ 2,203,775	\$ 146,270	\$16,703,273

Revised:  
9/23/2019 14:30



2560-102 BARRINGTON CIRCLE ✓ TALLAHASSEE, FLORIDA 32308 ✓ PHONE 850.386.2223 ✓ FAX 850.386.2224 ✓ WWW.FLCCOC.ORG

CCOC Budget Committee  
 Funding Requests  
 Presentation Schedule

Date:09/24/2019

Time (EDT)	Slots	Presentation Method - County
9:30am - 9:35am	Kevin Madok	WebEx - Monroe
9:35am - 9:40am	Gary Cooney	In Person - Lake
9:40am - 9:45am	Sally Hood	In person - Highlands
9:45am - 9:50am	Sally Hood	In person - Highlands
9:50am - 9:55am	Marie Elianor	WebEx - Broward
9:55am - 10:00am	Marie Elianor	WebEx - Broward
10:05am - 10:10am	Rachel Harris	WebEx - Gadsden
10:10am - 10:15am	Staci Winston	WebEx - Marion
10:15am - 10:20am	David Lane	In person - Charlotte
10:20am - 10:25am	Kenneth Kent	In Person - Leon
10:25am - 10:30am	Don Spencer	In person - Santa Rosa
10:35am - 10:40am	Don Spencer	In person - Santa Rosa
10:40am - 10:45am	Don Spencer	In person - Santa Rosa
10:45am - 10:50am	Tiffany Moore Russell	In person - Orange
10:50am - 10:55am	Tiffany Moore Russell	In person - Orange

## PRESENTATION SCHEDULE

Time (EDT)	Slots	Presentation Method - County
10:55am - 11:00am	Jeffrey Smith	In Person - Indian River
11:05am - 11:10am	Karen Rushing	In person - Sarasota
11:10am - 11:15am	Karen Rushing	In person - Sarasota
11:15am - 11:20am	Tara Green	In person - Clay
11:20am - 11:25am	Tara Green	In person - Clay
11:25am - 11:30am	Tara Green	In person - Clay
11:30am - 11:35am	Barry Baker	WebEx - Suwannee
<b>LUNCH BREAK</b>		
1:00pm - 1:05pm	Linda Doggett	In person - Lee
1:05pm - 1:10pm	Heather Grimes	In Person - Pasco
1:10pm - 1:15pm	Heather Grimes	In Person - Pasco
1:15pm - 1:20pm	Allison Luker	In person - Duval
1:20pm - 1:25pm	Allison Luker	In person - Duval
1:30pm - 1:35pm	Cheri Vancura	In person - Martin
1:35pm - 1:40pm	Cheri Vancura	In person - Martin
1:40pm - 1:45pm	Angela Vick	In person - Citrus
1:45pm - 1:50pm	Angela Vick	In person - Citrus
1:50pm - 1:55pm	Gladymir Ortega	In person - Osceola
2:00pm - 2:05pm	Jess Irby	WebEx - Alachua
2:05pm - 2:10pm	Keesha Fundora	In person - Lafayette

## PRESENTATION SCHEDULE

Time (EDT)	Slots	Presentation Method - County
2:10pm - 2:15pm	Keith Adkison	WebEx - Washington
2:15pm - 2:20pm	Victoria Rogers	WebEx - Hardee
2:20pm - 2:25pm	Kellie Connell	In person - Union
2:30pm - 2:35pm	Tom Bexley	In person - Flagler
2:35pm - 2:40pm	Laura Roth	In person - Volusia
2:40pm - 2:45pm	Barbara Butler	WebEx - Hendry
2:45pm - 2:50pm	Barbara Butler	WebEx - Hendry
2:50pm - 2:55pm	Sherry Mehl	WebEx - Putnam
3:00pm - 3:05pm	Grant Maloy	In person - Seminole
3:05pm - 3:10pm	Grant Maloy	In person - Seminole
3:10pm - 3:15pm	Stacie Harvey	WebEx - Baker
3:15pm - 3:20pm	Pat Frank	WebEx - Hillsborough
3:20pm - 3:25pm	Pat Frank	WebEx - Hillsborough
3:30pm - 3:35pm	Pam Childers	WebEx - Escambia
3:35pm - 3:40pm	Pam Childers	WebEx - Escambia
3:40pm - 3:45pm	Pam Childers	WebEx - Escambia
3:45pm - 3:50pm	Lauren Pope	WebEx - Columbia
3:50pm - 3:55pm	Ken Burke	In Person - Pinellas
4:00pm - 4:05pm	Greg Godwin	In person - Hamilton
4:05pm - 4:10pm	Joseph Smith	WebEx - Saint Lucie

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**PRESENTATION SCHEDULE**

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<b>Time (EDT)</b>	<b>Slots</b>	<b>Presentation Method - County</b>
4:10pm - 4:15pm	John Crawford	In Person - Nassau
4:15pm - 4:20pm	Shannon Ramsey-Chessman	In person - Palm Beach
4:20pm - 4:25pm	Shannon Ramsey-Chessman	In person - Palm Beach
4:30pm - 4:35pm	Alex Alford	WebEx - Walton
4:35pm - 4:40pm	Danny Shipp	WebEx - Levy
4:40pm - 4:45pm	Gloria Hayward	WebEx - Sumter
4:45pm - 4:50pm	Charles Culp	WebEx - Jefferson
4:50pm - 4:55pm	John Anderson	In-Person - Okaloosa

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



<b>County</b>	Alachua
<b>Contact</b>	Edward C Stiles
<b>E-Mail</b>	ecs@alachuaclerk.org

<b>FTE</b>	0.00
<b>Personnel</b>	
<b>Operating</b>	\$321,700
<b>Capital</b>	
<b>TOTAL</b>	\$321,700

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1. AOSC19-23 (attached) requires clerks to convert and store all electronic documents in PDF/A by June 1, 2021. We currently store our court documents as TIFF's. All documents not received through the portal will have to be converted and stored as PDF/A.
2. We need to replace our current redaction with newer technology at a lower cost per year. The new software (Identihide) has been upgraded to use the newest technologies in the redaction arena bringing functionality to review documents with greater accuracy to identifying and redacting those elements required by Clerks to do. In addition the Identihide product has a significantly reduced foot print on system resources and will process documents faster than the current product in use. Also tighter integration with the existing DMS (Document Management System) will ease training requirements on staff.
3. Due to recent budget cuts we need to explore the financial advantages of the new Bot Integration technology. Bot technology will allow us to reduce the time required to complete time consuming activities with greater accuracy, including reducing the time for processing documents coming in through the portal. This will also allow our office to meet performance measures.
4. Providing clients with monthly reminders to pay on their payment plans will increase collections. We would like to send monthly text reminders when payments are due using the ITR Outbound Notification Service. The cost is per message based on the number of messages sent.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

1. Vista Viewer with PDF/A, \$64,300. Will meet the requirements of No.AOSC19-23 as required.
2. Identihide with Machine Learning, \$43,000. Will reduce significant server usage and annual cost. In addition, will allow us to have one vendor for our redaction and imaging workflow systems
3. VistaSG Bot Integration, \$208,000. With reduced budgets/staff, this will allow manual operations to be automated, reduce errors and increase performance measures.
4. ITR Outbound Notification Service, \$5,500. This will automate the process of notifying Clients that a court payment is due, which is expected to increase revenues.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

1. PDF/A is required by AOSC19-23. It has to be done.
2. Will reduce annual maintenance and reduce the employee time doing manual redactions.
3. It will allow our office to meet performance measures, increase accuracy and in the long run we may be able to reduce staffing.
4. This should increase revenues and provide a positive service to the clients.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

- Attachments:
1. AOSC19-23 and Statement of Work from vendor.
  2. Our current redaction software needs efficiency updates, no attachments.
  3. Statement of Work from vendor.
  4. Budget estimation and Statement of Work from vendor.

# 1

# Statement of Work

## *CourtView VistaViewer with PDF/A*

Prepared for:

Alachua County  
Clerk of Circuit & County Court  
Attention: Edward "Chuck" Stiles  
201 East University Avenue  
Gainesville, FL 32601

# Vista<sup>SG</sup>

---

Vista Solutions Group, LP  
6500 River Place Blvd, Building 2, Suite 100  
Austin, TX 78730  
Phone: (512) 986.7650  
Fax : (512) 986.7688

August 9, 2019

64,300

# Contents

Introduction ..... 3

Scope of Work ..... 4

Recommendations ..... 5

Exhibits ..... 6

Cost..... 7

Approval ..... 9

# Introduction

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Founded in December 2000, Vista Solutions Group, LP (VistaSG) has become a trusted innovator for document management-workflow automation and digital imaging technology serving the public sector. Our expertise is crafting easy to use, affordable, ECM solutions that are well-known to maximize productivity.

Along with these great solutions, our incredible customer service before, during and after installation is where we excel. Bringing the clients desired experience and creating the very best user experience is our passion. Our objective is simple: Make your work life easier.

You will immediately feel the positive way in which the VistaSG team works side-by-side with clients the minute you engage us. And our solid reputation for customer responsiveness, quality and satisfaction is unmatched. You will not find a better value than the solutions we provide. How do we do it?

We do it right, do it the first time or fix it as soon as possible. We listen in advance, clarify, program properly, deliver more quickly saves time and money. We pass that on to the customer! We have mastered the change management and implementation process over our last 17 years of doing business, particularly in county systems.

We look forward to earning your business today, and for many years to come!

*"Frankly, client success is our mission..." Michael Hundley, Chief Executive Officer*

# Scope of Work

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The proposed solution will be the first of its' kind in Florida, however, we have components of this process processing already within our **netDMS** solution. That, in fact, will help keep the development and update costs low. Regardless, we will remain disciplined in our approach and take steps to define the way for this conversion of documents to the Court designated PDF/A standard. Our level of confidence is very high for a timely and quality product.

The protocol VistaSG will follow includes the following scope of work:

- 1) Iteration of the Desired Outcome and Analysis
  
- 2) Additional Licenses:
  - a) PDF/A Conversion Server Module: As a License, already developed.
  - b) Custom **COURTVIEW** VistaViewer PDF/A enabled: 268 hours
  
- 3) Scope: (Additional bullet point for quote):
  - a) VistaSG see attached Statement of Work
  
- 4) Seats affected: none
  
- 5) Time: Below is the average of times
  - a) Project Management Calls: 16 hours
    - i) Kick off; Walk through of new workflow; UAT progress and planning; Go-Live
  - b) Test and Production Implementation and Configuration: 16 Hours
    - i) Setup new Workflow for day forward processing
    - ii) Setup new Workflow for existing images conversion to PDF/A
    - iii) Setup workflow node and configure:
      - (1) Routing Rules
      - (2) Manual Index
      - (3) Assign Users
  - c) Existing Image Conversion Oversight: 30 Hours
  - d) Testing: 8 Hours
  - e) Training: 3 Hours (1 hour to prepare, 1 hour of training with users, 1 hour of follow up questions)
  
- 6) Involved parties: 1 Analyst, 1 Developer, 1 client project manager, 1 pm

# Recommendations

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Without bias, we do recommend users be able to complete their work on PDF/A documents. That is based on our belief that PDF/A will become a standard in Florida. Therefore, we believe counties should prepare for this change sooner rather than later.

To that end, we suggest that once a new document is accepted from the Florida Courts E-Filing Portal (“ePortal”) and into netDMS & **CourtView** (both systems already integrated), VistaSG can insert workflow component (VistaSG, Convert to PDF/A Module) that automatically converts that accepted document into the PDF/A format.

Lastly, VistaSG will retool its’ existing “Vista Viewer” (netDMS viewer) so that both non-PDF/A and PDF/A documents can not only be displayed, but they can also be annotated and archived as well as that their work can be completed in the current netDMS & **CourtView** environments.

Documents contained in the current netDMS image storage will be converted to PDF/A format. A diagram of the current workflow this process, and the proposed and recommended workflow are presented in the next section titled “Exhibits”

Beyond our recommendation, and once achieved, the VistaSG team will stands ready to advise, consult and even further develop solutions for you. And with our maintenance and support program, you will again be dealing with a highly energetic, positive, and competent staff.

# 2

# Statement of Work

## *VistaSG Bot Integration Project*

### *(For LRP and CourtView)*

Prepared for:

Alachua County  
Clerk of Circuit & County Court  
Attention: Edward "Chuck" Stiles  
201 East University Avenue  
Gainesville, FL 32601

# Vista<sup>SG</sup>

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Vista Solutions Group, LP  
6500 River Place Blvd, Building 2, Suite 100  
Austin, TX 78730  
Phone: (512) 986.7650  
Fax : (512) 986.7688

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# Introduction

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Founded in December 2000, Vista Solutions Group, LP (VistaSG) has become a trusted innovator for digitizing clients, automating their processes, and protecting their most valuable assets: Documents and Data. Our expertise is making our clients work life easier, affordably.

Along with our great solutions is the availability of our incredible customer service teams. Before, during and after installation is where we hold our staff to account. Bringing to life our clients desired outcomes is our passion. So, we make it our mission to listen to client feedback and deliver solutions that exceed their expectations.

As a client, you will immediately feel the positive effect of doing business with VistaSG. That is because we know the only way to gain your confidence is to work side-by-side and listen to you from the minute you engage us. We believe that customer responsiveness, quality and satisfaction is a key differentiator that separates us from competitors.

Count on VistaSG to do it right the first time, or we will make it right as soon as possible. We look forward to earning your business today, and for many years to come!

*"Frankly, client success and satisfaction are our only purpose here. Do that well, and the rest will fall into place properly for everyone..."*

*Michael Hundley, Chief Executive Officer, 2013*

# Scope of Work

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The proposed solution, just one of the many ways VistaSG is helping its' client better automate. This module is part of our **netDMS** solution under: Automation. As part of the project plan, our disciplined approach along with Alachua County staff expertise lends us the highest level of confidence for a timely and quality outcome. Thus, the protocol VistaSG is as follows:

- 1) Iteration of the Desired Outcome and Analysis: 5 days
- 2) Custom Development, including integration with CourtView: 40 days
- 3) Seats affected or changed: Not Applicable
- 4) In consideration of the netDMS, Local Review Portal (LRP), and CourtView in the test environment, our team will work with customer to identify the business processes that would highly impact the time-consuming activities of the customer. We estimate this step to be: 10 days
- 5) Additionally, we will be implementing Automated Software Agents (Bots) to be trainable for processing documents through the interface with the LRP Module. These Bots manage the intake procedures normally processed by their human counterparts increasing efficiency. We estimate this step to be: 90 days
- 6) We believe with no exceptional circumstances and all parties cooperating with no delays, installation can be 2 weeks for the core Robotic Interface for netDMS, LRP and CourtView. The timing below is the average of chase and workdays:
  - a) Establish installation plan, calls to schedule, credentials: 2 days
  - b) Installation of the module into the test environment: 1 days
  - c) Design workflow, configure module, implement rules, connect to webservice, testing: 4 days
  - d) Plan the UAT process for internal & external testing, then test: 5 days
  - e) Discussion for acceptance, training plans, and scheduling: 3 days
  - f) Training delivery: 1 day
- 7) Involved parties: 1 Clerk designated Court Operations Staff to help define and establish rules, 1 IT Staff (Court) to make changes to case docket codes & case status, 1 Client Manager (VistaSG) to manage the project, 1 Developer (VistaSG) to deploy.
- 8) Support the promotion of Alachua County success with innovation!

## Recommendations

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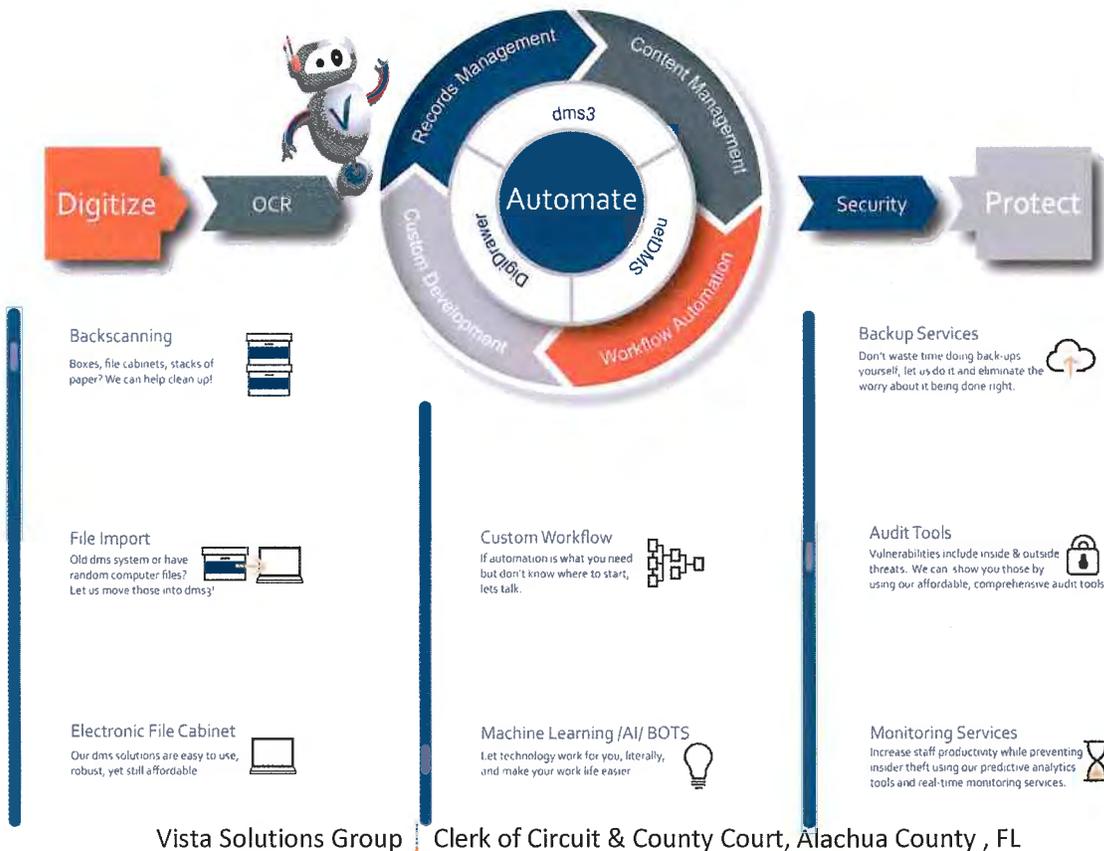
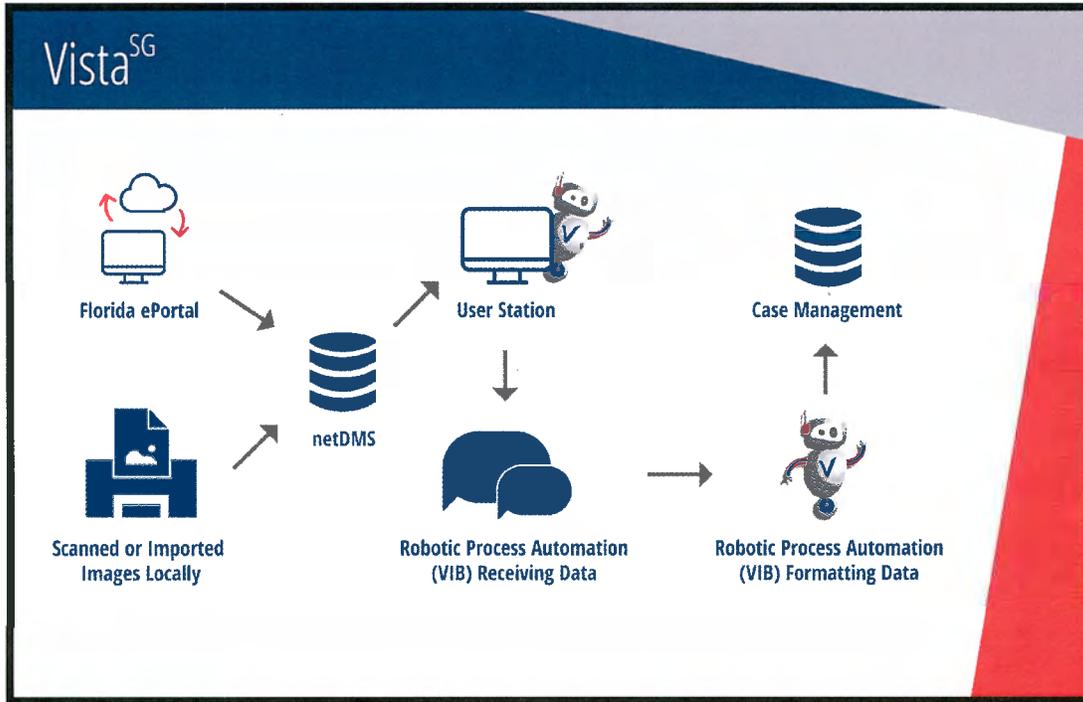
Without bias, we advocate that cost, performance and liability are reduced by this module. It is, in fact, supported by the reality that guided document intake procedures and automated processing make this project valuable to the Clerks to meet training needs, liabilities with security, and budgetary problems.

We feel that the installation process and methodology will result in expectations being met in year 1 of use and exceeded if used properly each year thereafter.

Beyond this recommendation, and once achieved, the VistaSG team stands ready to advise, consult and even further develop other solutions for you in other departments, or in other applications. Of course, our maintenance and support program include dealing with staff that is trained beyond resolutions and will provide unique insight into other areas to address to help you, our client.

# Exhibits

High level overview of the general document flow process and our solutions with Bots for LRP in CourtView:





CourtView Justice Solutions Inc. d/b/a equivant

# 3

# Budget Estimation

To: Alachua County

Quote: ACFL2019088  
Date: August 8, 2019  
Valid through: October 7, 2019

Project: ITR Outbound Notification Service for all other cases types

JST03082018

Item	Quantity	Unit	Total
<b>SERVICES</b>			
1.1	Transaction Fee (Per Text Message)	1	Volume Based TBD Based Upon Transaction Volume

### Scope of Work

- 1 Quotation must be signed and returned with a purchase order to schedule project.
- 2 Services will be provided pursuant to, and coterminate with, the Customer's active Software Maintenance Agreement.
- 3 Transaction fee is quoted at a firm fixed price based upon the total aggregate transaction volume of all ITR participating customers as shown in the table below.

Monthly Volume	Annual Volume	Per Text Fee
≤83,333	≤1,000,000	\$0.1000
125,000	1,500,000	\$0.0950
166,667	2,000,000	\$0.0900
208,333	2,500,000	\$0.0875
250,000	3,000,000	\$0.0850
291,667	3,500,000	\$0.0825
333,333	4,000,000	\$0.0800
375,000	4,500,000	\$0.0775
≥416,666	≥5,000,000	\$0.0750

- 4 Transaction fee is quoted for calendar year 2018. equivant will review, and may adjust, the transaction fee on an annual basis starting on January 1, 2019. Notice of an transaction fee increase will be posted on the equivant Customer Care
- 5 equivant will invoice monthly in arrears for transactions processed. A processed transaction is a text message that equivant attempted to send to the recipient, actual receipt of the text message by the recipient is not required.
- 6 Payment term is net 30 days from invoice date.
- 7 If project is cancelled prior to six months of production use a termination fee of \$2,500 will apply.
- 8 ITR Outbound Notification Service at Release 1.25 (February 2018) provides the following configurable notification services:
  - Assuming that the Customer flags CourtView identities to opt into notification services, and Customer captures a text messaging enabled mobile phone number for the flagged identity;
  - Events: event information, and modifications and updates to those events, to event parties
  - Ticklers: tickler information, including dates, status and participants, and updates or modifications to tickler information to tickler participants
- ITR Outbound Notification Service at Release 1.26 (June 2018) will provide additional configurable notification services such as payment information, docket information and probation conditions.
- 9 The ITR Outbound Notification Services requires the following CourtView software components:
  - CourtView 2.74 or later or CourtView 3.19 of later
  - eServices 1.25 or later (eServices 1.25 Release date is February 2018)(eServices 1.25 is provided at no charge for the limited purpose of the ITR Outbound Notification for customers that are not currently utilizing eServices)
  - CV2Go Agent (CV2Go Agent is provided at no charge for the limited purpose of the ITR Outbound Notification for customers that are not currently utilizing Cv2Go.
- 10 equivant will install the CV2Go agent in the Customer's environment on the CourtView database server. The CV2Go Agent must be able to access the CourtView database tables. The CV2Go Agent must be able to communicate, unidirectional outbound communication, from the CV2Go Agent to the CV2Go Command located in the equivant data center. The communication to CV2Go Command will be via the Internet utilizing the https protocol.
- 11 equivant will install eServices on Customer provided equipment in the Customer's host environment per the provided "eServices Host Environment Considerations 01062015.docx" dated January 6, 2015.

5,500<sub>27</sub>

- 12 equivalent will install eServices and CV2Go Agent in one test and one production environment.
- 13 Customer is responsible for the local environment including all required licenses, hardware, SSL certificates, network and third party software components and configuration as well as providing remote access to equivalent staff.
- 14 All services are to be provided remotely. Should travel be requested or deemed to be required, a separate Change Order for estimated travel costs and travel time will be provided.
- 15 The scope of work does not include any work related to the implementation or maintenance of replication of any databases.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Baker
Contact	Cheryl Rewis
E-Mail	Cheryl.rewis@bakercountyfl.org

FTE	1.00
Personnel	\$18,187
Operating	
Capital	
<b>TOTAL</b>	<b>\$18,187</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Position was cut in 2010 due to budget constraints. Since then the caseloads for juvenile delinquency and dependency have increased causing court staff to juggle cases by priority. Our Clerk Staff is responsible not only for the day to day duties for these divisions but also for walk-ins, answering phones, as well as, attending all events in the courtroom. Dependency cases arise on an emergency basis, causing clerk staff to set aside other duties to handle these cases properly and expeditiously. Our Clerk staff is given less than 24-hour notice of these court events which causes other staff to assist with other daily duties.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Our request is to hire a full-time staff member to handle the juvenile delinquency and dependency division. Having this employee will allow for this division to have the proper attention needed to handle the duties required.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

In our Original Budget request, we did request a full-time clerk at a low hourly rate for the Juvenile delinquency and dependency position. This position is intended to be a full-time and a permanent position. As we appreciate the increases that have been mentioned in the Meeting Packet for July 23, 2019 Revision, we are short the funding of a full-time staff member in the amount of \$18,187.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

With only having 8 full time Court Staff members in this Clerk's office the additional employee will help with coverage and backup in other divisions. We do not get any other funding from our County Board to assist with Court Staff.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Broward
Contact	Jeffery Sutton
E-Mail	jsutton@browardclerk.org

FTE	
Personnel	
Operating	
Capital	\$0
TOTAL	\$0

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

The Broward County Clerk of the Courts (herein after "Broward Clerk or BCCOC") is unable to retain staff to meet the constitutional and statutory duties as required under Florida law. For example, from January 1, 2018, through December 31, 2018, the Broward Clerk experienced a turnover rate of 17%. From January 1, 2019 through August 31, 2019, the Broward Clerk experienced an average turnover rate of 8.6%, with a peak-high in August 2019 of 12.8%. [Exhibit 1 – Broward County Clerk of Courts Turnover Report]

The Broward Clerk has a deep rooted history of having unacceptably low case entry and case docketing performance measures. [Exhibit 2] As a short term solution, in August 2019, the Broward Clerk hired 27 temporary staff members through a staffing agency to attempt to reduce the significant back log of case filing. The temporary staff members are currently working in the following areas: Felony (17), Circuit Civil (9), County Civil (1), and Domestic Violence (2). The Broward Clerk's Felony Division has 20 vacancies as of September 10, 2019. The Broward Clerk has also attempted to meet constitutional and statutory duties by requiring overtime, which increased in the criminal divisions. [Exhibit 3 - OT Report]

From a historical perspective, the Broward Clerk has had to implement several staffing related cost-saving measures because of budgetary shortfalls. For example:

- The Clerk implemented two periods of regular furloughs. From May 2009 to May 2011, the Clerk implemented a one-day-per-month furlough for all employees resulting in a loss of nearly 140,000 labor hours over fiscal years 2009-10 and 2010- 11. From July 2015 to January 2016, the Clerk implemented a second one-day-per month furlough for all employees resulting in a loss of nearly 41,000 labor hours. The calculation of lost labor hours is based on the total number of employees each missing eight labor hours a month over the furlough time period.
- In 2009, the Clerk laid off over thirty-five employees.
- In July 2015, the Clerk terminated twenty court-related employees and eliminated those positions entirely due to budget reductions.
- Beginning in July 2015, the Clerk reduced the customer service window hours from an 8am-5pm schedule to 8am-3:30pm; these reduced public service hours continue today.

The Clerk's limited budget also prevents the office from paying a competitive wage. Broward County's Record, Taxes, and Treasury Specialist is the position within Broward County Government (as opposed to the Broward Clerk) which is most analogous to the Clerk's Court Specialist positions. Compensation for the Broward County position ranges from \$15.06 to \$24.04 an hour, while Clerk's Court Specialists make only \$11.81 to \$20.78 an hour. Compensation for Court Specialists has remained the same for approximately the past decade. For juxtaposition, janitorial staff for Broward County Government makes \$14.01 to \$22.36 an hour. Exhibit 4 which shows the positions descriptions and salary ranges for these positions.

As a long term and more strategic solution to address the BCCOC's inability to retain employees, the Broward Clerk contracted with HR Compensation Consultants, LLC to conduct an independent analysis of the Broward Clerk's compensation as compared to the market comparators ("compensation study"). The compensation study consisted of:

- A review of job duties and descriptions to create internal consistencies of job classifications, including conducting personnel questionnaires with employee feedback;
- Providing recommendations for updating job descriptions and the Broward Clerk's compensation framework (i.e. pay grades);
- A thorough survey of the public sector labor market, which included reviewing over 10 public sector market benchmarks to the Broward Clerk; and
- Providing recommendations for implementation.

HRCC's market analysis conclusions of the compensation study included that among the Broward Clerk's fourteen pay grades in the current framework, twelve pay grades were significantly below the current labor market minimum salary. [Exhibit 5 – Excerpt from HRCC presentation]

In order to capture the low end of the competitive labor market, work towards lowering the turnover rate, and retaining current employees, HRCC recommended raising the minimum pay ranges by 10%, which will only raise the current tenured staff to the labor market minimum as opposed to a more competitive midpoint or average of the market.

Should the BCCOC implement an increase to the minimum pay ranges, compression issues also must be addressed. Wage compression is when inequities in compensation are caused by the job market in which new employees earn or demand more than tenured employees. In order to address such inequities, HRCC recommended providing equity adjustments based on the years of service. The fiscal implementation of HRCC's market average minimum and compression recommendation totals \$2,559,290 by providing a .05% equity adjustment increment or \$3,585,780 by providing a 1.0% equity adjustment increment. [Exhibit 5]

The Broward Clerk seeks a special needs request in the amount of \$2,294,472 to implement the first stage of HRCC's recommendation of increasing market average minimum by 10% and .05% equity compression adjustment.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The recommended CCOC 2019 - 2020 Budget Allocation for the Broward Clerk is estimated to be \$38,708,333 as of August 23, 2019. Included in the Broward Clerk's initial request of \$39,846,743 is \$962,852 for new positions to address operational business needs, \$775,000 for a three-percent cost of living adjustment for all court-related employees, and leaving only \$264,818 for the implementation of a compensation study. As discussed in the above problem statement for the Broward Clerk to the implement the market average minimum and compression equity recommendation, a total of \$2,559,290 is needed. Given the CCOC Budget Allocation of \$38,708,333, this leaves a shortfall of \$2,294,472, which is the amount of the Broward Clerk's special needs request. [See Exhibit 6]

With the implementation of the market study, the Broward Clerk anticipates a decreased turnover rate, an increased hiring of qualified employees, an established career progression for current employees, higher operational performance, and better customer service for the public. Most significantly, the Broward Clerk seeks to meaningfully lower unacceptably high levels of attrition, which create significant service delivery challenges.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The Broward Clerk seeks \$2,294,472 to address the funding shortfall. See Exhibit 6.



**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The Broward Clerk's office partners with the Federation of Public Employees, which has raised the following concerns:

- Members are making a low market wage; and
- A portion of the membership is making below the Broward County living wage.



**BRENDA D. FORMAN**  
CLERK OF CIRCUIT AND COUNTY COURT  
17TH JUDICIAL CIRCUIT

# Broward County Clerk of the Court Special Needs Requests for FY 2019 - 2020

## Exhibit Appendix

<b>Exhibit Number</b>	<b>Exhibit Description</b>
1	Broward County Clerk of Courts Turnover Report
2	Historical Performance Measures
3	OT Report
4	Benchmark Job Descriptions and Compensation
5	Excerpts from August 2019 HRCC presentation
6	Special Needs Description Funding Request

Exhibit 1

Broward County Clerk of Courts  
Employee Turnover Report 2018 through August 30, 2019

Period	TDNE	TDNR	TRES	TINS	TRNN	TRET	TDEC	WKCP	TDE	Calculation	Turnover Rate
<b>2018</b>											
01-01-2018 TO 12-31-2018	13	3	63	5	13	22	1	1		121/682	17.00%
<b>2019</b>											
01-01-19 TO 01-31-19	0	0	6	1	1	0	0	0		8/705	11.30%
02-01-19 TO 02-28-19	0	0	2	0	1	1	0	0		4/700	5.70%
03-01-2019 TO 03-31-2019	0	0	6	1	1	1	0	0		9/708	12.70%
04-01-2019 TO 04-30-2019	0	6	0	0	0	0	0	0		6/712	8.40%
05-01-2019 -05-31-2019	0	0	4	0	1	1	0	0		6/711	8.40%
06-01-2019 TO 06-30-2019	0	0	3	0	0	1	0	0		4/708	5.60%
07-01-2019 TO 07-31-2019	0	0	2	0	1	0	0	0		3/712	4.20%
08-01-2019 TO 08-31-2019	0	0	6	1	0	2	0	0		9/704	12.80%
Total	0	6	29	3	5	6	0	0			

TRET	Retirement
TRES	Resignation
TRNN	Resigned No Notice
TINS	Insufficient Notice
TDNR	Did not return from leave
TDNE	Dismissed not eligible for rehire
TDEC	Deceased
WKCP	Work comp

**Exhibit 2 – Historical Performance Measures**

Clerks statewide measure performance based on whether at least 80% of each type of newly-filed case is fully docketed within a designated time period. There are ten types of cases' and each case has its own specific time period. For example, circuit criminal new case entries should be complete within two days of filing, so, the performance measure for new criminal cases is achieved if 80% or more of newly filed cases are being processed in two days or less. Performance measures are taken at the end of each quarter for each type of case, so there is a total of forty performance measures taken each year. The below table is a true and accurate reflection of how many times, out of forty, the Broward Clerk failed to meet performance measures for both new cases and docket entries for the following fiscal years.

<b>Performance Measures</b>							
<b>Fiscal Year</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
Occurrences of New Cases Opened Below Standard	11	6	10	8	2	8	11
Occurrences of Docket Entries Entered Below Standard	18	19	18	15	1	6	10

Exhibit 3

Broward Co Clerk of Circuit/County Courts  
 Monthly OT Out of Title Report  
 Dec'18

**SUMMARY BY ORG - JANUARY 2019**

<u>ORG / DEPT</u>	<u>OVERTIME TOTAL HOURS</u>	<u>OVERTIME TOTAL AMT</u>	<u>COMP EARN TOTAL HOURS</u>	<u>OUT OF TITLE TOTAL AMT</u>
00100102 - Finance	0.00	0.00		
00100103 - Adm	0.00	0.00		
00100104 - Human Resources	7.50	203.51		
00100106 - Purch	6.00	147.24		
00100107 - Copy Viewing	0.00	0.00		
00100110 - Copy Center	2.00	57.63		
00100111 - Telephone Inquiry	0.00	0.00		
00100113 - Appeals	0.00	0.00		
00100114 - Jury Adm	0.00	0.00		
00100115 - Felony	65.00	1,783.39		
00100117 - Evidence	0.00	0.00		
00100118 - County Criminal	108.50	2,777.58		
00100119 - Circuit Civil	49.50	1,134.82		
00100120 - County Civil	6.25	132.89		
00100121 - Circuit Family	0.00	0.00		
00100122 - Child Support	0.00	0.00		
00100123 - Domestic Violence	26.25	650.60		
00100124 - Juvenile	37.75	871.31		
00100125 - Probate	9.75	201.59		
00100126 - Guardianship	0.00	0.00		
00100128 - DHSMV all locations	0.00	0.00		
00100129 - Traffic	7.25	171.30		
00100130 - Support Enforcement	31.00	792.42		36.40
00100131 - Parking	0.00	0.00		
00100132 - Marriage	0.50	11.69		
00100133 - Passports	0.00	0.00		
00100134 - Mailroom	0.00	0.00		
00100108 - Archives	1.00	19.43		
00100108 - Warehouse	0.00	0.00		
001002xx - North Satellite	8.50	189.49		
001003xx - West Satellite	11.50	333.63		
001004xx - South Satellite	2.25	48.37		
One Stop Divisions ***	0.00	0.00		
00101229 - Rick Case	0.00	0.00		
10200127 - CTD	7.45	229.61		
<b>TOTALS</b>	<b>387.95</b>	<b>9,756.50</b>	<b>NONE 0.00</b>	<b>36.40</b>

Broward Co Clerk of Circuit/County Courts  
 Monthly OT Out of Title Report  
 Dec'18

**SUMMARY BY ORG - FEBRUARY 2019**

<u>ORG / DEPT</u>	<u>OVERTIME TOTAL HOURS</u>	<u>OVERTIME TOTAL AMT</u>	<u>COMP EARN TOTAL HOURS</u>	<u>OUT OF TITLE TOTAL AMT</u>
00100102 - Finance	0.00	0.00		
00100103 - Adm	0.25	7.50		
00100104 - Human Resources	5.25	153.10		
00100106 - Purch	0.00	0.00		
00100107 - Copy Viewing	0.00	0.00		
00100110 - Copy Center	3.50	97.71		
00100111 - Telephone Inquiry	0.00	0.00		308.22
00100113 - Appeals	0.00	0.00		
00100114 - Jury Adm	0.00	0.00		
00100115 - Felony	76.50	2,027.09		
00100117 - Evidence	0.00	0.00		
00100118 - County Criminal	114.00	3,148.76		
00100119 - Circuit Civil	85.50	1,990.61		
00100120 - County Civil	0.25	6.53		
00100121 - Circuit Family	0.00	0.00		
00100122 - Child Support	0.00	0.00		
00100123 - Domestic Violence	47.25	1,292.82		
00100124 - Juvenile	26.25	629.73		
00100125 - Probate	139.50	3,312.92		
00100126 - Guardianship	0.00	0.00		
00100128 - DHSMV all locations	0.00	0.00		
00100129 - Traffic	2.50	45.62		
00100130 - Support Enforcement	1.50	33.76		11.44
00100131 - Parking	0.00	0.00		
00100132 - Marriage	0.00	0.00		
00100133 - Passports	0.47	9.84		
00100134 - Mailroom	0.00	0.00		
00100108 - Archives	2.50	52.11		
00100108 - Warehouse	0.00	0.00		
001002xx - North Satellite	0.00	0.00		
001003xx - West Satellite	7.50	159.37		38.34
001004xx - South Satellite	15.28	340.23		
10200127 - CTD	5.25	163.66		
<b>TOTALS</b>	<b>533.25</b>	<b>13,471.36</b>	<b>NONE 0.00</b>	<b>358.00</b>

Broward Co Clerk of Circuit/County Courts  
 Monthly OT Out of Title Report  
 Dec'18

**SUMMARY BY ORG - APRIL 2019**

<u>ORG / DEPT</u>	<u>OVERTIME TOTAL HOURS</u>	<u>OVERTIME TOTAL AMT</u>	<u>COMP EARN TOTAL HOURS</u>	<u>OUT OF TITLE TOTAL AMT</u>
00100102 - Finance	0.00	0.00		
00100103 - Adm	0.00	0.00		
00100104 - Human Resources	4.75	142.09		
00100106 - Purch	0.50	12.27		
00100107 - Copy Viewing	0.00	0.00		
00100110 - Copy Center	1.00	22.53		
00100111 - Telephone Inquiry	0.00	0.00		
00100113 - Appeals	0.00	0.00		
00100114 - Jury Adm	0.00	0.00		
00100115 - Felony	323.00	6,987.18		
00100117 - Evidence	0.00	0.00		
00100118 - County Criminal	223.25	5,255.84		74.64
00100119 - Circuit Civil	100.75	2,319.55		15.60
00100120 - County Civil	1.25	25.60		
00100121 - Circuit Family	0.00	0.00		
00100122 - Child Support	0.00	0.00		
00100123 - Domestic Violence	62.50	1,731.47		
00100124 - Juvenile	29.25	745.65		
00100125 - Probate	149.00	3,458.49		
00100126 - Guardianship	0.00	0.00		
00100128 - DHSMV all locations	0.00	0.00		
00100129 - Traffic	85.75	1,586.68		
00100130 - Support Enforcement	35.25	1,125.53		207.23
00100131 - Parking	0.00	0.00		
00100132 - Marriage	0.00	0.00		
00100133 - Passports	0.75	17.94		
00100134 - Mailroom	2.25	47.71		
00100108 - Archives	26.00	517.29		
00100108 - Warehouse	0.00	0.00		
001002xx - North Satellite	12.25	263.95		
001003xx - West Satellite	25.50	553.12		48.28
001004xx - South Satellite	17.25	396.91		128.27
10200127 - CTD	44.73	1,379.71		
<b>TOTALS</b>	<b>1,144.98</b>	<b>26,589.51</b>	<b>NONE</b>	<b>474.02</b>

Broward Co Clerk of Circuit/County Courts  
 Monthly OT Out of Title Report  
 Dec'18

**SUMMARY BY ORG - MAY 2019**

<u>ORG / DEPT</u>	<u>OVERTIME TOTAL HOURS</u>	<u>OVERTIME TOTAL AMT</u>	<u>OUT OF TITLE TOTAL AMT</u>
00100102 - Finance	0.00	0.00	
00100103 - Adm	0.00	0.00	
00100104 - Human Resources	4.75	139.06	239.09
00100106 - Purch	16.25	398.76	
00100107 - Copy Viewing	0.00	0.00	
00100110 - Copy Center	0.75	16.90	
00100111 - Telephone Inquiry	0.00	0.00	
00100113 - Appeals	0.00	0.00	
00100114 - Jury Adm	0.00	0.00	
00100115 - Felony	398.00	8,885.26	
00100117 - Evidence	0.00	0.00	
00100118 - County Criminal	186.00	4,593.86	96.15
00100119 - Circuit Civil	158.00	3,461.93	36.40
00100120 - County Civil	81.50	1,804.51	
00100121 - Circuit Family	26.50	648.48	
00100122 - Child Support	0.00	0.00	
00100123 - Domestic Violence	31.75	840.83	
00100124 - Juvenile	42.00	1,066.32	
00100125 - Probate	114.50	2,613.43	
00100126 - Guardianship	0.00	0.00	
00100128 - DHSMV all locations	0.00	0.00	
00100129 - Traffic	2.50	45.56	
00100130 - Support Enforcement	371.00	9,861.52	239.49
00100131 - Parking	0.00	0.00	
00100132 - Marriage	0.00	0.00	
00100133 - Passports	1.00	23.32	
00100134 - Mailroom	0.00	0.00	
00100108 - Archives	1.00	18.45	
00100108 - Warehouse	0.00	0.00	
001002xx - North Satellite	1.75	43.23	
001003xx - West Satellite	30.50	692.41	102.72
001004xx - South Satellite	19.00	441.33	237.00
10200127 - CTD	48.66	1,486.84	
<b>TOTALS</b>	<b><u>1,535.41</u></b>	<b><u>37,082.00</u></b>	<b><u>950.85</u></b>

Broward Co Clerk of Circuit/County Courts  
 Monthly OT Out of Title Report  
 Dec'18

**SUMMARY BY ORG - JUNE 2019**

<u>ORG / DEPT</u>	<u>OVERTIME TOTAL HOURS</u>	<u>OVERTIME TOTAL AMT</u>	<u>OUT OF TITLE TOTAL AMT</u>
00100102 - Finance	0.00	0.00	
00100103 - Adm	0.00	0.00	
00100104 - Human Resources	6.75	192.66	
00100106 - Purch	0.00	0.00	
00100107 - Copy Viewing	0.00	0.00	
00100110 - Copy Center	0.25	5.63	
00100111 - Telephone Inquiry	0.00	0.00	
00100113 - Appeals	0.00	0.00	
00100114 - Jury Adm	0.00	0.00	
00100115 - Felony	267.25	5,453.16	
00100117 - Evidence	0.25	7.79	
00100118 - County Criminal	186.50	4,845.59	91.71
00100119 - Circuit Civil	71.25	1,630.21	27.30
00100120 - County Civil	0.00	0.00	
00100121 - Circuit Family	0.00	0.00	
00100122 - Child Support	0.00	0.00	
00100123 - Domestic Violence	45.50	1,116.31	
00100124 - Juvenile	53.75	1,182.99	
00100125 - Probate	64.25	1,498.93	
00100126 - Guardianship	0.50	11.00	
00100128 - DHSMV all locations	0.00	0.00	
00100129 - Traffic	19.25	359.65	58.93
00100130 - Support Enforcement	0.00	0.00	25.98
00100131 - Parking	0.00	0.00	
00100132 - Marriage	0.00	0.00	
00100133 - Passports	0.50	10.76	
00100134 - Mailroom	0.25	6.82	
00100108 - Archives	7.25	143.65	
00100108 - Warehouse	0.00	0.00	
001002xx - North Satellite	6.00	125.26	
001003xx - West Satellite	10.25	218.25	51.12
001004xx - South Satellite	7.50	170.91	119.77
10200127 - CTD	4.75	146.20	
<b>TOTALS</b>	<b>752.00</b>	<b>17,125.77</b>	<b>374.81</b>

Broward Co Clerk of Circuit/County Courts  
 Monthly OT Out of Title Report  
 Dec'18

**SUMMARY BY ORG - JULY 2019**

<u>ORG / DEPT</u>	<u>OVERTIME TOTAL HOURS</u>	<u>OVERTIME TOTAL AMT</u>	<u>OUT OF TITLE TOTAL AMT</u>
00100102 - Finance	0.00	0.00	
00100103 - Adm	0.00	0.00	
00100104 - Human Resources	3.25	96.83	
00100106 - Purch	0.50	12.27	
00100107 - Copy Viewing	0.00	0.00	
00100110 - Copy Center	2.00	45.05	
00100111 - Telephone Inquiry	0.00	0.00	
00100113 - Appeals	0.00	0.00	
00100114 - Jury Adm	1.75	39.01	
00100115 - Felony	236.50	5,316.73	
00100117 - Evidence	0.50	13.01	
00100118 - County Criminal	157.75	4,210.46	65.78
00100119 - Circuit Civil	136.25	2,959.08	36.40
00100120 - County Civil	0.25	4.87	
00100121 - Circuit Family	36.00	768.10	
00100122 - Child Support	0.00	0.00	
00100123 - Domestic Violence	56.00	1,462.90	
00100124 - Juvenile	33.00	739.79	
00100125 - Probate	69.58	1,514.38	
00100126 - Guardianship	0.00	0.00	
00100128 - DHSMV all locations	0.00	0.00	
00100129 - Traffic	6.00	112.31	56.09
00100130 - Support Enforcement	22.25	689.96	
00100131 - Parking	0.00	0.00	
00100132 - Marriage	0.00	0.00	
00100133 - Passports	0.75	16.14	
00100134 - Mailroom	0.00	0.00	
00100108 - Archives	0.25	4.61	
00100108 - Warehouse	0.00	0.00	
001002xx - North Satellite	0.25	6.50	
001003xx - West Satellite	14.00	333.64	
001004xx - South Satellite	4.00	91.52	37.72
10200127 - CTD	0.00	0.00	
<b>TOTALS</b>	<b>780.83</b>	<b>18,437.16</b>	<b>195.99</b>

## **EXHIBIT 4**

Each letter represents classification descriptions provided by the Broward County Commission. Select a letter to look for the classification that best fits your needs.

A|B|C|D|E|F|G|H|I|J|K|L|M|N|O|P|Q|R|S|T|U|V|W|X|Y|Z

Class Code	Classification Title	FLSA Code	Pay Grade	Hourly Minimum	Hourly Maximum	Annual Minimum	Annual Maximum
BA022	MACHINIST	N	PG111	\$18,711.3	\$29,863.1	\$38,919.58	\$62,115.18
NA104	CONTRACT SPECIALIST	E	PG117	\$28,877.1	\$46,087.5	\$60,064.45	\$95,862.10
XA036	CREW SUPERVISOR	N	PG110	\$17,405.5	\$27,779.3	\$36,203.47	\$57,780.94
XA041	MAINTENANCE MANAGER	E	PG116	\$26,862.2	\$42,872.3	\$55,873.38	\$89,174.31
BA023	MAINTENANCE MECHANIC	N	PG111	\$18,711.3	\$29,863.1	\$38,919.58	\$62,115.18
TA003	MAINTENANCE MECHANIC	N	PG111	\$18,711.3	\$29,863.1	\$38,919.58	\$62,115.18
XA032	MAINTENANCE SCHEDULER	N	PG112	\$20,114.2	\$32,102.8	\$41,837.57	\$66,773.87
BA045	MAINTENANCE WORKER	N	PG107	\$14,011.0	\$22,361.4	\$29,142.82	\$46,511.71
TA012	MAINTENANCE WORKER	N	PG107	\$14,011.0	\$22,361.4	\$29,142.82	\$46,511.71
PA066	MARKETING DEVELOPMENT ASSOCIATE	N	PG112	\$20,114.2	\$32,102.8	\$41,837.57	\$66,773.87
NA126	MARKETING MANAGER	E	PG115	\$24,987.9	\$39,881.3	\$51,974.83	\$82,953.11
M9955	MECHANIC	N	M0600	\$23,190.0	\$31,710.0	\$48,235.20	\$65,956.80
NA001	MEDICAL DIRECTOR	E	PG130	\$73,936.7	\$118,003.3	\$153,788.27	\$245,446.94
XA014	LEGAL INVESTIGATOR SUPERVISOR	N	PG115	\$24,987.9	\$39,881.3	\$51,974.83	\$82,953.11
XA020	MEDICAL RECORDS SUPERVISOR	N	PG113	\$21,623.1	\$34,510.4	\$44,975.98	\$71,781.73
WA022	MEDICAL TRANSCRIBER	N	PG109	\$16,191.3	\$25,841.6	\$33,677.91	\$53,750.55

Class Code:BA045

## MAINTENANCE WORKER

### General Description

Performs a variety of general building and grounds related maintenance and repairs at an assigned facility.

This class works under close to general supervision according to set procedures, but determines how or when to complete tasks.

### Duties and Responsibilities

**The functions listed below are those that represent the majority of the time spent working in this class. Management may assign additional functions related to the type of work of the job as necessary.**

Maintains grounds and landscape areas in order to ensure that grounds and landscape areas are presentable, clean, and safe.

Performs a variety of facility maintenance work in order to ensure a clean, safe environment for the public and County employees, minimize major repair/replacement costs, and/or extend the useful life of equipment/fixtures.

Cleans offices, break rooms, restrooms, halls, shop areas, pavilions, sidewalks, in order to provide a clean, sanitary, and safe environment for the public and other staff; moves a variety of furniture and related items in order to relocate/rearrange work stations/offices, set up for meetings, activities, and events.

Interacts with the public and/or other County employees in order to give directions/information, explain work activities/procedures, identify their service needs, and/or resolve day-to-day operational issues.

Sets out temporary traffic control devices at the work site in order to provide a safe work environment and facilitate safe, efficient traffic flow.

Prepares a variety of log sheets in order to document work activities, track equipment usage, and provide summary information to management.

Maintains a variety of landscape and construction related equipment in order to ensure that the equipment operates safely and appropriately when needed, extend the useful life of the equipment, minimize down time, and minimize major repair/replacement costs.

## Physical Demands

*Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.*

Performs medium to heavy work that involves walking, standing, stooping, lifting, digging, pushing and raising objects and also involves exerting between 20 to 50 pounds of force on a regular and recurring basis and 50 to 100 pounds of force on an occasional basis.

## Unavoidable Hazards (Work Environment)

*Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.*

Involves routine and frequent exposure to toxic/caustic chemicals.

## Minimum Education and Experience Requirements

Requires six (6) months in maintenance or closely related experience.

## Special Certifications and Licenses

Possess and maintain a valid Florida Class E Driver's License based on area of assignment.

## Americans with Disabilities Act (ADA) Compliance

Broward County is an Equal Opportunity Employer. The ADA requires Broward County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

## Emergency Management Responsibilities

**Note:** During emergency conditions, all County employees are automatically considered emergency service workers. County employees are subject to being called to work in the event of a disaster, such as a hurricane, or other emergency situation and are expected to perform emergency service duties, as assigned.

## County-wide Employee Responsibilities

All Broward County employees must serve the public and fellow employees with honesty and integrity in full accord with the letter and spirit of Broward County's Ethics and Conflict of Interest policies.

All Broward County employees must establish and maintain effective working relationships with the general public, co-workers, elected and appointed officials and members of diverse cultural and linguistic backgrounds, regardless of race, color, religion, gender, national origin, age, marital status, political affiliation, familial status, disability, sexual orientation, pregnancy, or gender identity and expression.

# Classification Pay Grades

- About Us
- Compensation & Records
- Employee Assistance Program
- Employee Benefits
- Labor Relations
- Learning & Organizational Development
- Staffing
- easyPay
- Contact Us

Each letter represents classification descriptions provided by the Broward County Commission. Select a letter to look for the classification that best fits your needs.

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

Class Code	Classification Title	FLSA Code	Pay Grade	Hourly Minimum	Hourly Maximum	Annual Minimum	Annual Maximum
BA051	RANGE ATTENDANT	N	PG106	\$13.0335	\$20.8015	\$27,109.60	\$43,267.21
XA039	RANGE MASTER	N	PG109	\$16.1913	\$25.8416	\$33,677.91	\$53,750.55
PA009	REAL ESTATE DUE DILLIGENCE OFFICER	E	PG118	\$31.0426	\$49.5440	\$64,568.64	\$103,051.50
PA005	REAL ESTATE OFFICER	E	PG119	\$33.3710	\$53.2599	\$69,411.70	\$110,780.62
NA020	REAL PROPERTY DIRECTOR	E	PG122	\$41.4565	\$66.1646	\$86,229.54	\$137,622.42
WA005	REAL-TIME REPORTER	N	PG112	\$20.1142	\$32.1028	\$41,837.57	\$66,773.87
WA023	RECORDS MANAGEMENT TECHNICIAN	N	PG109	\$16.1913	\$25.8416	\$33,677.91	\$53,750.55
NA093	RECORDS, TAXES AND TREASURY MANAGER	E	PG118	\$31.0426	\$49.5440	\$64,568.64	\$103,051.50
NA057	RECORDS, TAXES AND TREASURY MANAGER, SENIOR	E	PG120	\$35.8737	\$57.2546	\$74,617.32	\$119,089.63
WA030	RECORDS, TAXES AND TREASURY SPECIALIST	N	PG108	\$15.0618	\$24.0386	\$31,328.48	\$50,000.32
WA018	RECORDS, TAXES AND TREASURY SPECIALIST, SENIOR	N	PG110	\$17.4055	\$27.7793	\$36,203.47	\$57,780.94
XA021	RECORDS, TAXES AND TREASURY SUPERVISOR	E	PG113	\$21.6231	\$34.5104	\$44,975.98	\$71,781.73
WA035	RECREATION AIDE	N	PG103	\$10.4911	\$16.7444	\$21,821.58	\$34,828.42
WA024	RECREATION COORDINATOR	N	PG109	\$16.1913	\$25.8416	\$33,677.91	\$53,750.55
BA015	REFRIGERATION	N	PG112	\$20.1142	\$32.1028	\$41,837.57	\$66,773.87

Class Code:WA030

## RECORDS, TAXES AND TREASURY SPECIALIST

### General Description

Performs specialized clerical work involving a variety of office and clerical duties and other assignments associated with preliminary and post document recording, collection of taxes, and issuance of motor vehicle license plates and titles.

This class works under close to general supervision according to set procedures, but determines how or when to complete tasks.

### Duties and Responsibilities

**The functions listed below are those that represent the majority of the time spent working in this class. Management may assign additional functions related to the type of work of the job as necessary.**

Provides customer service, in person or by phone, fax, or e-mail in connection with document recording, taxes, or vehicle/vessel registration; reviews and processes applications for Florida title for vehicles, vessels, mobile homes and parking placards; and issues new, transfer, or renewed license plates and registrations, with or without application for Florida title, per Florida Statutes and DMV (Department of Motor Vehicles) rules and regulations.

Performs office functions including issuing correspondence, opening and processing mail, validating payments, answering phones, checking payment history, printing tax bills, processing installment plan requests, processing address changes, and researching refund requests.

Performs activities associated with collection of delinquent taxes, including seizing, auctioning and levying; performs review of reports for County or State related transactions processed; reviews and processes registrations for local business tax or tourist development tax; and processes a variety of records associated with tax collection.

Scans documents into a database; reviews scanned documents for quality control; processes the return of recorded documents to owners using appropriate methods; and redacts confidential information from documents pursuant to Florida Statutes.

Processes money received for vehicle tag/title fees, personal property/real estate taxes, tourist development tax, local business tax receipts, hunting/fishing licenses, recording fees and/or information/research fees; prepares receipts for imaging and archiving; and balances each drawer in accordance with established cash handling procedures.

Assists customers with tax or official record searches with microfiche/microfilm; supplies certified copies, and prepares Clerk's certificates as required.

Performs related work as assigned.

## Physical Demands

*Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.*

Performs sedentary work that involves walking or standing some of the time and involves exerting up to 10 pounds of force on a regular and recurring basis or sustained keyboard operations.

## Unavoidable Hazards (Work Environment)

*Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.*

None.

## Minimum Education and Experience Requirements

Requires six (6) months of data entry, customer service and office support experience.

## Special Certifications and Licenses

None.

## Americans with Disabilities Act (ADA) Compliance

Broward County is an Equal Opportunity Employer. ADA requires Broward County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

## Emergency Management Responsibilities

**Note:** During emergency conditions, all County employees are automatically considered emergency service workers. County employees are subject to being called to work in the event of a disaster, such as a hurricane, or other emergency situation and are expected to perform emergency service duties, as assigned.

## County-wide Employee Responsibilities

All Broward County employees must serve the public and fellow employees with honesty and integrity in full accord with the letter and spirit of Broward County's Ethics and Conflict of Interest policies.

All Broward County employees must establish and maintain effective working relationships with the general public, co-workers, elected and appointed officials and members of diverse cultural and linguistic backgrounds, regardless of race, color, religion, gender, national origin, age, marital status, political affiliation, familial status, disability, sexual orientation, pregnancy, or gender identity and expression.



<b>Job Description Acknowledgement</b>
Date:
Name:
Signature:

**Position Title:** Court Specialist II/Front Counter Clerk  
**Pay Grade:** 120  
**Pay Range:** \$ 11.81 - \$ 18.89  
**Status:** Nonexempt  
**Reports to:** Supervisor and/or Manager  
**Division:** Circuit Civil, Felony, Juvenile, Marriage, Probate, Parking, Traffic & Misdemeanor, Satellites, Archives

### **Nature of the Work:**

This is intermediate level office and clerical work. Clerical assignments follow strict mandates and guidelines, which have been established by Florida Statute, Rules of Procedure, and well-defined office practices. These tasks are specifically designed to support the judiciary, members of the bar, federal, state, and county agencies, and the general public and interacting divisions. Employees in this position are required to timely be at work each day as scheduled. The performance of these clerical assignments requires this employee to work independently and at times to exercise sound judgment within the scope of established laws, rules, regulations and procedures. Assignments in this class may include the operation of equipment. Work is subject to close supervision and reviewed by a superior for both productivity and accuracy and will be conducted periodically. Detailed instructions are received for new assignments, with regular routine assignments performed more independently as experience is gained.

### **Illustrative Tasks:**

- May be responsible for the timely and efficient gathering, reviewing, clocking, sorting, validating, certifying, completing and distributing of various reports, legal documents received for filing, scheduling hearings, recording, collections of fees, auditing, and/or further processing which may include forwarding documents to interacting departments or agencies utilizing automated and if applicable manual procedures.
- May be responsible for the processing of various court files, pleadings and or other documentation within the division of assignment and interacting divisions.
- May be responsible to maintain court files through the updating of various pleadings received on a daily basis.
- May be responsible for the timely and efficient gathering, copying, certifying, verifying, packaging and distributing of court files and or pleadings.
- May be responsible for the timely and efficient gathering and sorting of all mail.
- May be responsible for the operation and maintenance of cash register equipment.
- May be responsible to access the automated systems for customer and daily activity inquiries.
- May be responsible for clocking in documents and verifying information.
- May be responsible to order and return archived files either through the computer and or by existing manual procedures.

- May be responsible to return and or deliver court files or pleadings to various departments and interacting agencies.

### **Illustrative Tasks (Continued)**

- May be responsible to respond to various inquiries from the general public, legal community, interacting agencies and personnel from all operations within the Clerk's office, orally and in writing.
- May be responsible for the calculation, receipting, collecting, validating, and disbursing the daily fees and funds collected. In addition, may be responsible for the daily balancing of fees and funds collected. (Required to pay back any shortage that occurs as a result of their cash drawer not balancing or any shortage resulting from improper handling of cash, checks and other payment to the Clerk's office).
- May be responsible to handle large sums of cash, checks and other payments and or perform various cashiering functions.
- May be responsible to perform moderate accounting duties which include but are not limited to daily balances, reports and records of funds deposited.
- Perform other job related tasks/duties as assigned by division management.

### **Knowledge, Abilities and Skills:**

Demonstrate a good working knowledge of office practices, procedures and standard clerical techniques.  
 Demonstrate the ability to operate standard office equipment.

Demonstrate the ability to communicate effectively in both verbal and written format.

Demonstrate the ability to read and analyze documents for accuracy.

Demonstrate the ability to determine, identify and correct problems.

Demonstrate the ability to maintain files and or documents in numerical, alphabetical or chronological sequence.

Demonstrate the ability to make arithmetic calculations accurately and with reasonable speed, and to write legibly.

Demonstrate the ability to follow oral and written instructions.

Demonstrate the ability to meet deadlines and quotas while working with frequent interruptions.

Demonstrate the ability to sit and work at a computer for long periods of time.

Demonstrate the ability to lift boxes and or files weighing as much as 25 to 50 pounds.

Demonstrate the ability to consistently meet the performance standard for the area of assignment.

Demonstrate the ability to serve the public and fellow employees with honesty and integrity.

Establish and maintain effective working relationships with the judiciary, legal community, general public, management, co-workers, elected and appointed officials and members of diverse cultural and linguistic background regardless of race, religion, age, sex, disability, political affiliation or sexual orientation.

Demonstrate the ability to timely be at work each day as scheduled.

Demonstrate the ability to learn all aspects of this position during the established probationary period. Probationary period for new employees is six months. Probationary period for promotional and or laterally transferred employees is six months.

**Requirements for the Position:**

High school graduate or equivalency required.

General clerical experience is preferred but not required.

Through accepted testing, demonstrate the ability to use a computer with a minimum of 35 words per minute and or the equivalent of 7,000 keystrokes per hour.

**General Information:**

Working conditions: Overall office conditions are good. Job hazards of working with and around office equipment and file cabinets. There are varying levels of stress that are accompanied with this position. Stress levels fluctuate with deadlines, mandates and the ability to cope with the number of tasks assigned.

Office equipment to include but not limited to: Systems computer terminal, PC computer terminal, beepers, microfilm viewer, copy machine, fax, printers, typewriter, telephones, cellular telephones, microphone/speakers, bar coders/scanners, adding machine, cash register, time clock, and postage meter and or other postage equipment.

Job Description  
Court Specialist II/Front Counter Clerk  
2010/2011

**Position Title:** Court Specialist III/Front Counter Clerk  
**Pay Grade:** 130  
**Pay Range:** \$ 12.99 - \$ 20.78  
**Status:** Nonexempt  
**Reports to:** Supervisor and/or Manager  
**Division:** Appeals, Circuit Civil, County Civil, DHSMV, Felony,  
One Stop (North, West, South), Traffic & Misdemeanor

### **Nature of the Work:**

This is intermediate level office and clerical work. Clerical assignments follow strict mandates and guidelines, which have been established by Florida Statute, Rules of Procedure, and well-defined office practices. These tasks are specifically designed to support the judiciary, members of the bar, federal, state, and county agencies, and the general public and interacting divisions. Employees in this position are required to timely be at work each day as scheduled. The performance of these clerical assignments requires this employee to work independently and at times to exercise sound judgment within the scope of established laws, rules, regulations and procedures. Assignments in this class may include the operation of equipment. Work is subject to close supervision and reviewed by a superior for both productivity and accuracy and will be conducted periodically. Detailed instructions are received for new assignments, with regular routine assignments performed more independently as experience is gained.

### **Illustrative Tasks:**

- May be responsible for the timely and efficient gathering, reviewing, clocking, sorting, validating, certifying, completing and distributing of various reports, legal documents received for filing, scheduling hearings, recording, collections of fees, auditing, and/or further processing which may include forwarding documents to interacting departments or agencies utilizing automated and if applicable manual procedures.
- May be responsible for the processing of various court files, pleadings and or other documentation within the division of assignment and interacting divisions.
- May be responsible to maintain court files through the updating of various pleadings received on a daily basis.
- May be responsible for the timely and efficient gathering, copying, certifying, verifying, packaging and distributing of court files and or pleadings.
- May be responsible for the timely and efficient gathering and sorting of all mail.
- May be responsible for the operation and maintenance of cash register equipment.
- May be responsible to access the automated systems for customer and daily activity inquiries.
- May be responsible for clocking in documents and verifying information.
- May be responsible to order and return archived files either through the computer and or by existing manual procedures.
- May be responsible to return and or deliver court files or pleadings to various departments and interacting agencies.

### **Illustrative Tasks (Continued)**

- May be responsible to respond to various inquiries from the general public, legal community, interacting agencies and personnel from all operations within the Clerk's office, orally and in writing.
- May be responsible for the calculation, receipting, collecting, validating, and disbursing the daily fees and funds collected. In addition, may be responsible for the daily balancing of fees and funds collected. (Required to pay back any shortage that occurs as a result of their cash drawer not balancing or any shortage resulting from improper handling of cash, checks and other payment to the Clerk's office).
- May be responsible to handle large sums of cash, checks and other payments and or perform various cashiering functions.
- May be responsible to perform moderate accounting duties which include but are not limited to daily balances, reports and records of funds deposited.
- Perform other job related tasks/duties as assigned by division management.

### **Knowledge, Abilities and Skills:**

Demonstrate a good working knowledge of office practices, procedures and standard clerical techniques.

Demonstrate the ability to operate standard office equipment.

Demonstrate the ability to communicate effectively in both verbal and written format.

Demonstrate the ability to read and analyze documents for accuracy.

Demonstrate the ability to determine, identify and correct problems.

Demonstrate the ability to maintain files and or documents in numerical, alphabetical or chronological sequence.

Demonstrate the ability to make arithmetic calculations accurately and with reasonable speed, and to write legibly.

Demonstrate the ability to follow oral and written instructions.

Demonstrate the ability to meet deadlines and quotas while working with frequent interruptions.

Demonstrate the ability to sit and work at a computer for long periods of time.

Demonstrate the ability to lift boxes and or files weighing as much as 25 to 50 pounds.

Demonstrate the ability to consistently meet the performance standard for the area of assignment.

Demonstrate the ability to serve the public and fellow employees with honesty and integrity.

Establish and maintain effective working relationships with the judiciary, legal community, general public, management, co-workers, elected and appointed officials and members of diverse cultural and linguistic background regardless of race, religion, age, sex, disability, political affiliation or sexual orientation.

Demonstrate the ability to timely be at work each day as scheduled.

Demonstrate the ability to learn all aspects of this position during the established probationary period. Probationary period for new employees is six months. Probationary period for promotional and or laterally transferred employees is six months.

**Requirements for the Position:**

High school graduate or equivalency required.

General clerical experience is preferred but not required.

Through accepted testing, demonstrate the ability to use a computer with a minimum of 35 words per minute and or the equivalent of 7,000 keystrokes per hour.

**General Information:**

Working conditions: Overall office conditions are good. Job hazards of working with and around office equipment and file cabinets. There are varying levels of stress that are accompanied with this position. Stress levels fluctuate with deadlines, mandates and the ability to cope with the number of tasks assigned.

Office equipment to include but not limited to: Systems computer terminal, PC computer terminal, beepers, microfilm viewer, copy machine, fax, printers, typewriter, telephones, cellular telephones, microphone/speakers, bar coders/scanners, adding machine, cash register, time clock, and postage meter and or other postage equipment.

# BCCOC to Market Comparison – 100s

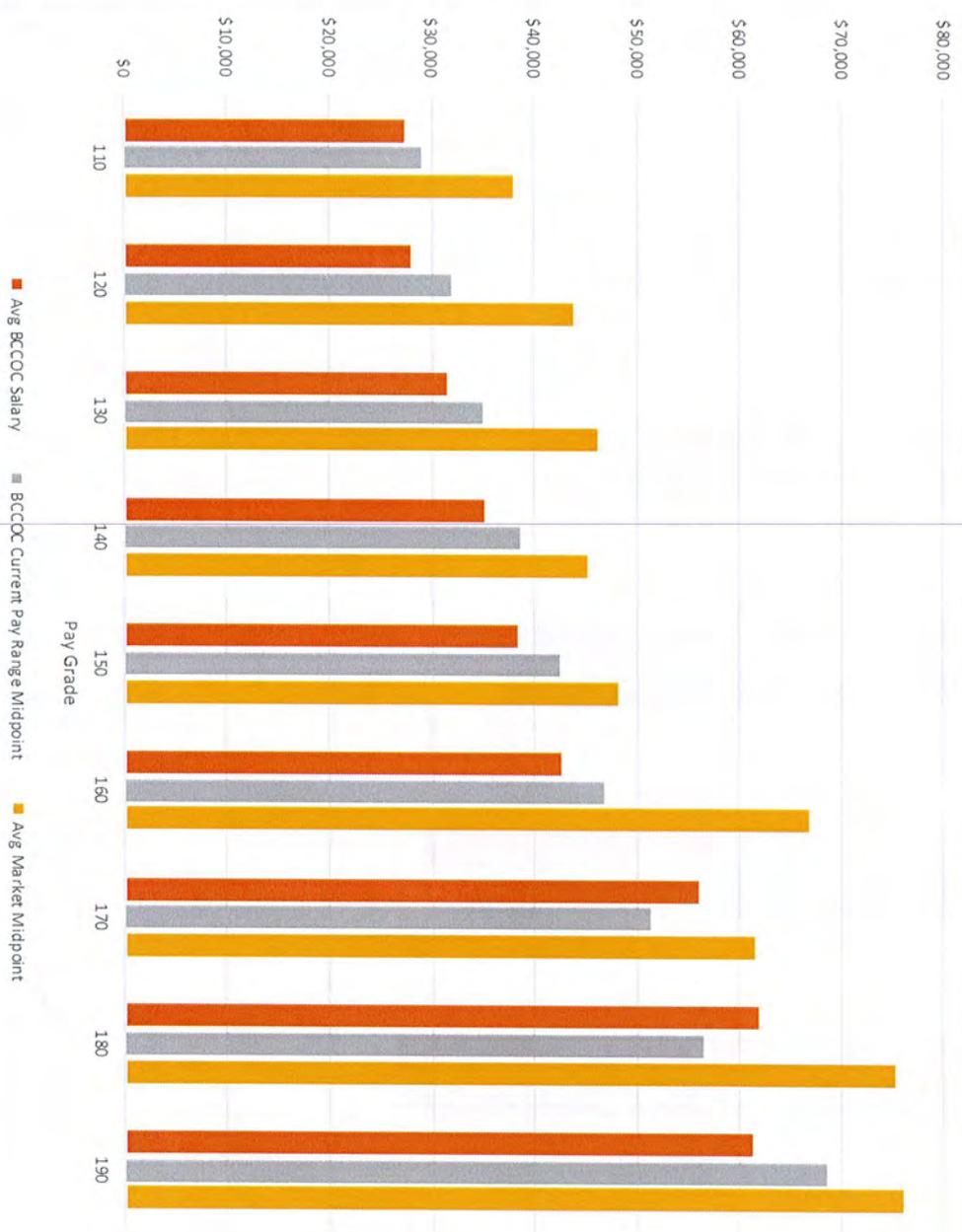
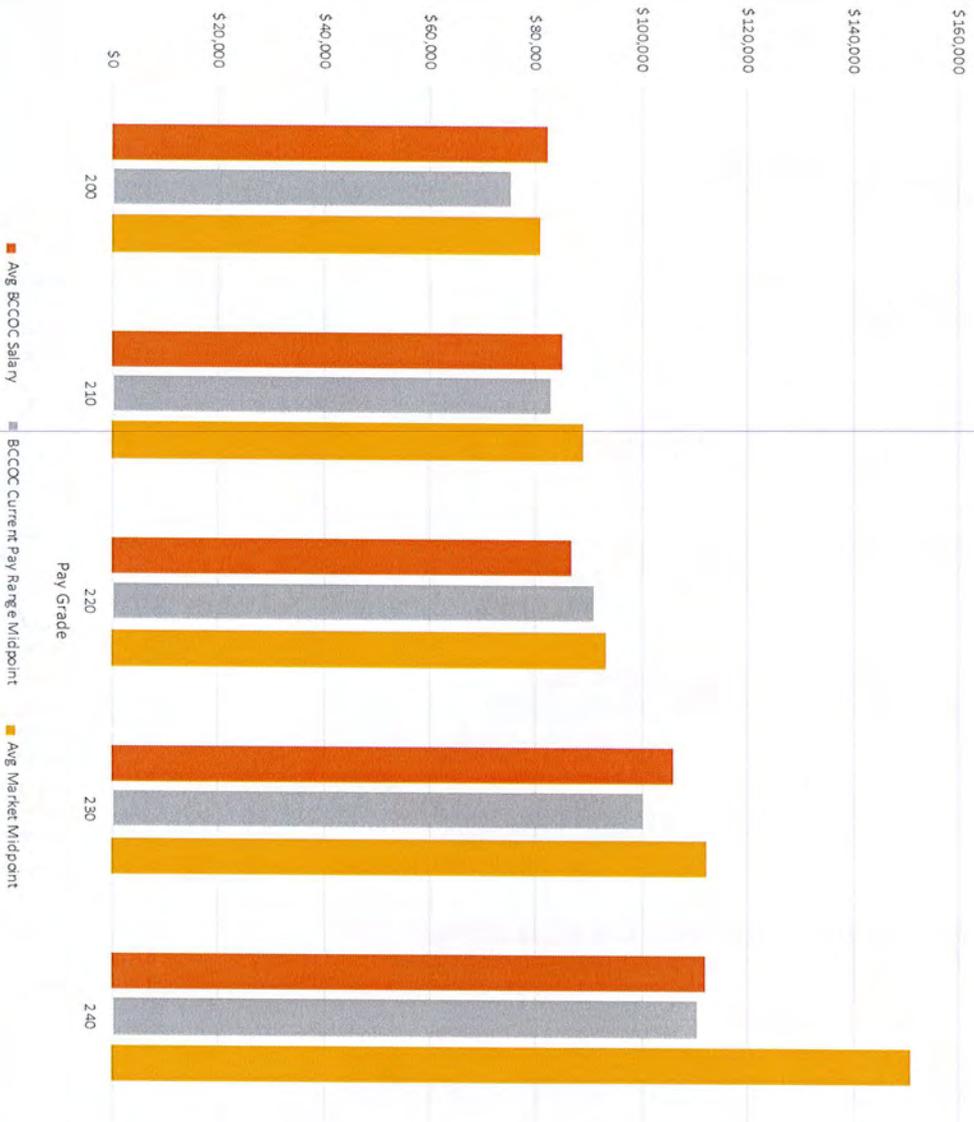


Exhibit 5

# BCCOC to Market Comparison – 2000s



HR COMPENSATION CONSULTANTS, LLC

Exhibit 6 – Special Needs Description Funding Request

2019 - 2020 CCOC Recommended Budget Allocation		38,708,333.00
Total of Broward Clerk Updated Needs Based Budget	Total of 2019-2020 Needs	41,002,805.00
Budget Shortfall and Total Special Needs Request		2,294,472.00

Itemized 2019-2020 Needs

2018 - 2019 CCOC Broward Clerk Budget	36,705,665.00
New positions	962,850.00
COLA (3% minus attrition)	775,000.00
Market Average Minimum and Compression equity at .05%	2,559,290.00
	41,002,805.00

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Charlotte
Contact	Paula Bonfig, Sr. Accountant
E-Mail	paula.bonfig@CharlotteClerk.com

FTE	
Personnel	
Operating	\$406,601
Capital	
TOTAL	\$406,601

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

With the advent Supreme Court of Florida Administrative Order (AOSC) 13-4 of Statewide E-Filing within the court systems our office now receives the majority of case filings in an electronic format. The Case Maintenance System (CMS) implemented in the Charlotte County Clerk's office requires at a minimum a two-step process for reviewing and accepting these documents. The additional workload is inefficient due to the duplication of efforts and creates an environment of not only potential for error, but a longer time to docket. To address this shortfall, we would like to introduce Computing System Innovations's (CSI) Intellidact Artificial Intelligence (AI) which uses Robotic Process Automation (RPA) into our workflow. We would then be able to implement a single point of review and acceptance into our workflows from the State E-Portal. Additionally, we could automate upwards of 80% of our docketing which would provide consistent data within our CMS and move time to docket from twenty-four hours or more to mere seconds. This would allow our court partners and filers greater access to the Clerk's court documents. In addition, with AOSC 19-23 there is a new requirement for maintaining court documents in Portable Document format for Archiving (PDF/A). To meet this requirement we are also required to process documents in this format and provide accessibility. Our office will need to purchase additional software to handle the management of PDF/A and the redaction aspects. We also feel managing two different and distinct document types long term will be costly and cause challenges in future developments. To manage this, we are looking to convert historical documents to PDF/A format. We believe this will allow consistent access and search ability of all documents and not those just a point in time forward.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

New Automation: PDF/A Conversion and Professional Services. Intellidact AI subscription and Robotic Process Automation. PDF-A License

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

Fiscal Year 2019/2020  
 PDF/A Conversion \$ 72,500  
 PDF/A Professional Services \$ 173,706  
 Intellidact AI Subscription \$ 124,395  
 Robotic Process Automation \$ 36,000  
 Fiscal Year 2020/2021 Recurring Intellidact AI Subscription \$ 124,395 and Robotic Process Automation \$ 36,000  
 Fiscal Year 2021/2022 Recurring Intellidact AI Subscription \$ 124,395 and Robotic Process Automation \$ 36,000

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



**CCOC Form Version 1  
Created 7/11/19**

<b>County</b>	Citrus
<b>Contact</b>	Susan Sullivan
<b>E-Mail</b>	ssullivan@citrusclerk.org

<b>FTE</b>	1.10
<b>Personnel</b>	\$596,626
<b>Operating</b>	\$10,000
<b>Capital</b>	\$0
<b>TOTAL</b>	\$606,626

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1. Citrus County Clerk's spending authority for CFY 2018/2019 is \$530,161 below our actual court expenditures. Our operational budget does not include any budgeted, vacant positions or other unnecessary expenditures. This unfunded amount is paid for from non-CCOC sources, primarily operations revenue. This is not a sustainable funding solution, as the operations functions of my office are suffering in order to subsidize courts. Additionally, my office is precariously close to not meeting mandated court performance standards every month. I am unable to offer competitive wages to attract and retain quality employees. This results in higher turnover with seasoned employees spending valuable time training new staff while their court processing duties suffer.

2. The Citrus County Clerk's allocation has historically been 50%. The recommended percentage is 60% on the budget forms. Clerk Vick actually spends much more than 60% of her time on court-related issues.

3. The Citrus County Clerk implemented several successful new collection processes in the past year, effectively doubling the number of payment plans and monies collected on payment plans. We are finding the faster we can get payors from the courtroom and into the payment center for receipting or setting up a payment plan, the higher the likelihood of compliance. Once on a payment plan, there still remains much we can do to improve collection rates. However, the workload of the single FTE I have dedicated to collections is at capacity.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

1. \$530,161 to be made whole for the costs necessary to fulfill court duties. This funding will allow me to improve performance standards, increase collections efforts, and properly fund my office's actual court expenditures.

2. We are requesting funding of \$21,858 to increase the Clerk's allocation rate from 50% to 60%.

3. I am requesting one additional FTE at \$51,007. This will allow more time to be dedicated to the collection efforts, including establishing and maintaining automated text messaging with reminders for monthly payment, outreach to keep customers on a plan, mail outs and phone calls, and maintaining the CCIS data, among other strategies.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

1. \$530,161 of additional funding authorized for Citrus County Clerk.

2. This will be a recurring request to more appropriately allocate the Clerk's salary and benefits to Courts. This is \$21,858 of additional funding authorized for Citrus County.

3. In 2017 our payment plan collections were \$650,384. Projections for 2019 are \$1,292,187. The work already done shows that by dedicating time and effort the return on this investment far exceeds the cost.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

1. No further comment

2. No further comment

3. Our collections have decreased slightly because we are collecting inhouse. It is better for us to collect the money for the trust fund versus the outside vendor collecting 25% on the outstanding balances. Keeping customers in compliance and maintaining their timely payments versus suspending their license and being arrested is better for everyone. We would be better able to work with FLDHSMV to automate the clearance of our customers so they don't have to drive all over to obtain a piece of paper. When we get to Amendment 4 and implement procedures to help a person in our county with charges in another, maintaining CCIS will be critical for accurate and timely information. That requires staff to analyze and review, this position will also help to maintain records and review and update as needed.

### Citrus County Clerk Additional Funding Requests

Priority	Request	Amount
1	Restoration of Court Costs Covered by Non-CCOC Sources	\$ 530,161
2	IV-D Reimbursement Deficit	36,000
3	Clerk to Recommended 60%	21,858
4	Court Collection Clerk	<u>51,007</u>
	Total Additional Funding Requests	<u>\$ 639,026</u>

**CFY 2018/2019 Citrus County Clerk - Operating Budget**

		Personnel	Operating	Total
Title IV-D Child Support (Reimbursed)	IV-D	213,184	7,200	220,384
Jury Management (Reimbursed)	Jury	<u>42,395</u>	<u>41,800</u>	<u>84,195</u>
Total Reimbursed		255,579	49,000	304,579
Title IV-D Child Support (Non-Reimbursed)	Direct	41,589	-	41,589
Court Personnel and Support	Direct	2,106,249	46,845	2,153,094
Customer Service	Direct	190,626	2,885	193,511
Collections	Direct	<u>50,012</u>	<u>900</u>	<u>50,912</u>
Total Direct		2,388,476	50,630	2,439,106
Elected Clerk	Indirect	105,149	-	105,149
Human Resources	Indirect	47,713	-	47,713
Clerk Accounting	Indirect	22,313	-	22,313
Executive Administration	Indirect	43,773	-	43,773
Mailroom	Indirect	21,382	-	21,382
Internal Audit	Indirect	<u>42,383</u>	<u>-</u>	<u>42,383</u>
Total Indirect		282,713	-	282,713
Total CFY 18/19 Court Budget		<u>\$ 2,926,768</u>	<u>\$ 99,630</u>	<u>\$ 3,026,398</u>
IV-D Reimbursement		213,184	7,200	220,384
Jury Reimbursement		42,395	41,800	84,195
CCOC Authorization		2,191,658	-	2,191,658
Deficit Funded by Operations		479,531	50,630	530,161
<i>Direct Expenditures Funded by Operations</i>		<i>196,818</i>	<i>50,630</i>	<i>247,448</i>
<i>Indirect Expenditures Funded by Operations</i>		<u><i>282,713</i></u>	<u><i>-</i></u>	<u><i>282,713</i></u>
		<i>479,531</i>	<i>50,630</i>	<i>530,161</i>

### IV-D Deficit

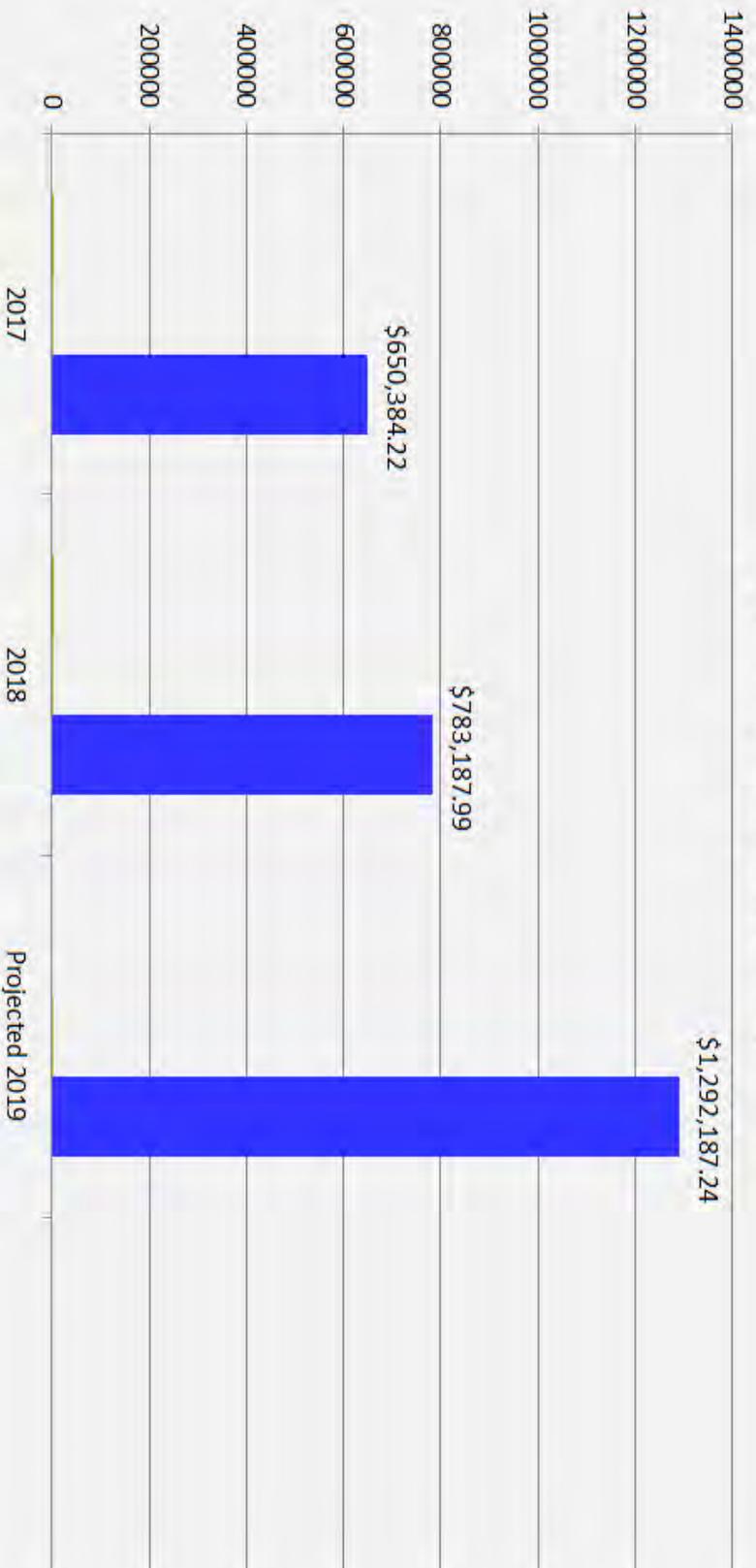
FY 2019 Budget	\$	220,384
FY 2020 Gross (Reflecting Reimbursement % Decrease)		204,055
FY 2020 Repayment Installment		<u>(19,671)</u>
FY 2020 Budget		184,384
Deficit	\$	<u>(36,000)</u>

# Driver's License Reinstated



# Calling cases back from Collections and start payment plan

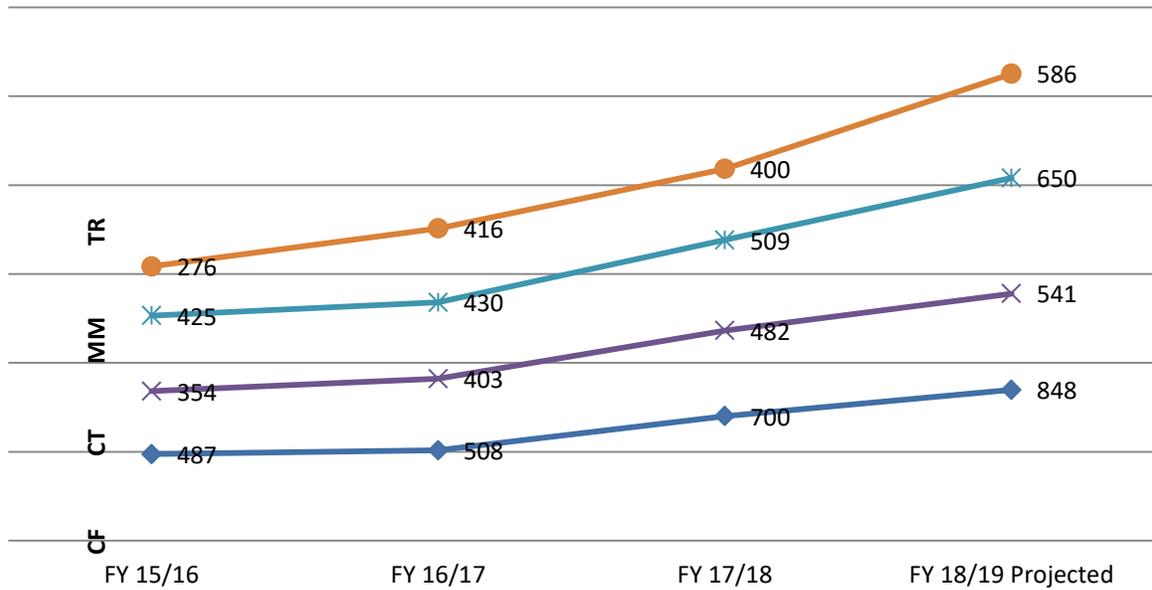
Payment Plan Reporting



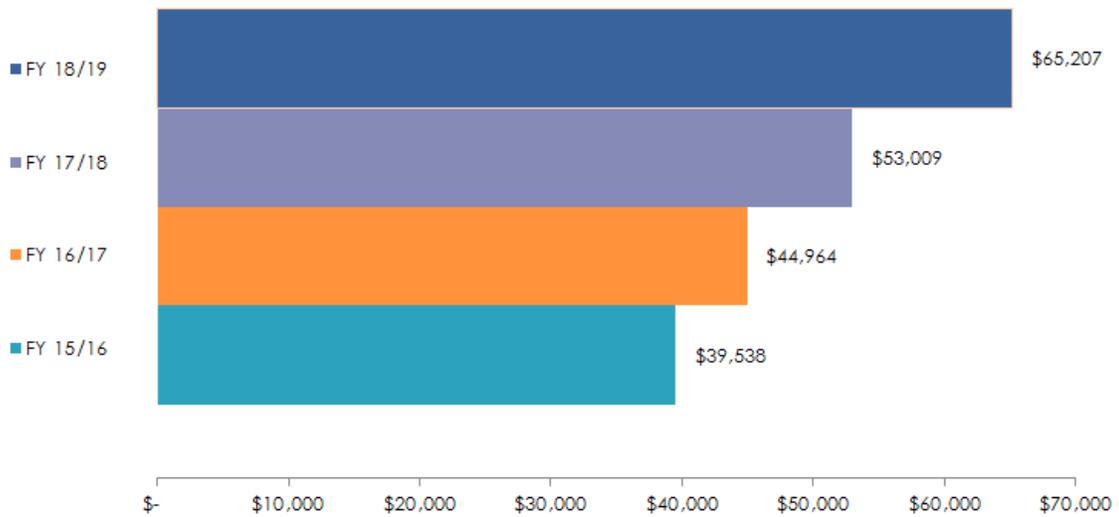
# Collection Agency Reporting

Year	# Cases Sent	Amount Sent	# Cases Paid	Amount Paid	Cases Recalled
2015	4018	\$ 2,748,571.94	2313	\$ 588,251.93	N/A
2016	4816	\$ 3,518,043.32	2583	\$ 642,355.90	1,195
2017	3884	\$ 2,850,653.46	1808	\$ 399,100.82	1,272
2018	3772	\$ 2,866,966.50	1751	\$ 389,840.96	1,366
2019	2588	\$ 1,784,684.88	1319	\$ 304,027.88	1,046

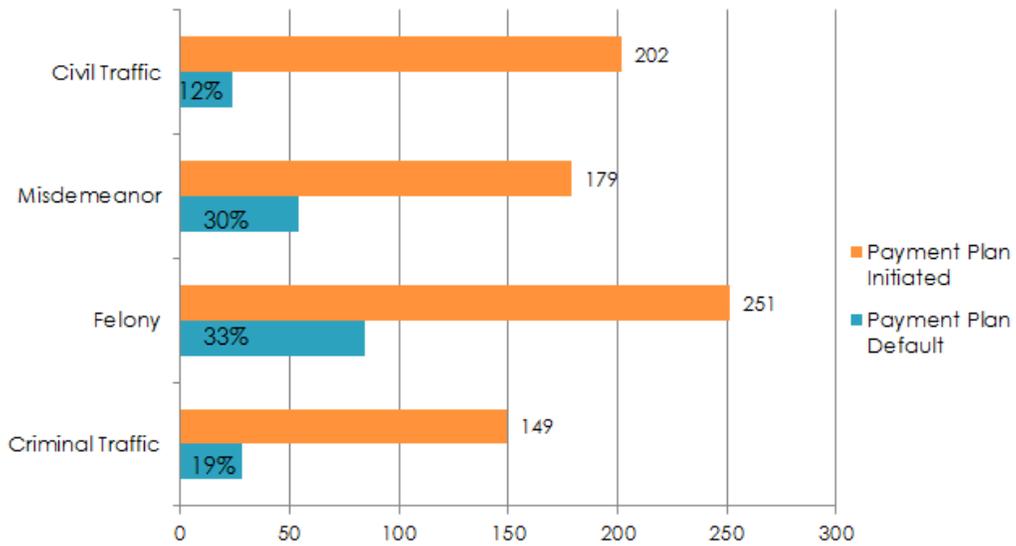
## # Plans Established by Court Type Projected thru August 2019



## Payment Plan Administrative Fees Collected



## Payment Plans Initiated and Defaulted from 6/1/19-8/31/19



**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



<b>County</b>	Clay
<b>Contact</b>	Rick Dingle
<b>E-Mail</b>	dingler@clayclerk.com

<b>FTE</b>	4.45
<b>Personnel</b>	\$320,284
<b>Operating</b>	
<b>Capital</b>	
<b>TOTAL</b>	\$320,284

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1. Compliance

- Keeping new case action current and completed timely. More time to focus and take action on old and past due cases. This work is currently not maintained on a daily basis.
- Payment plans on CF case types are worked on the basis of time availability and lacks constant focus on collections. More attention to these cases could result in an increase in payment plans, therefore better collection numbers in this category.
- Current state of the delinquency report is not at a reasonable comfort and confidence level. The last run of the delinquency report yielded a list 1,296 pages long. With the resources we have today, we are not able to take the necessary steps to clean up the report and continue to maintain the report on a daily basis.

The collection process is constant and should be maintained daily which is not taking place present day. Although some defendants find collection notices bothersome, it can potentially save them collection as well as suspension fees. If notices can go out timely, defendants are more likely to set up a payment plan and the result is fewer suspensions, which is significant talking point as of late.

2. Accounting Specialist

- Optimal segregation of duties
- Assist with accounting and distribution of fees
- Assist with daily and monthly reconciliations
- Assist with audit requests
- Assist with reporting

Currently, our Controller is responsible for all of the duties listed above in addition to the day to day issues that arise. She is not able to focus on data analysis, reporting and managing her employees.

\*\*\* It is important to note that it was recommended from our external auditors to hire additional resources to assist us with carrying out the duties necessary in a timely manner. We were told our finance department is on the "lighter side" of resources than most other offices that they have audited.

3. General Counsel Support

As a medium sized office, with the staff size of approximately 80 employees, we only have one attorney on staff with no support staff. That attorney has no dedicated support staff and handles all of the clerk's office legal duties without sending any matters to a private counsel. Besides for being responsible for the legal matters of the clerk's office, the clerk's office legal counsel has to spend a substantial amount of time assisting with legal interpretations that arise in the different departments as well as from the public. Additionally, the clerk's legal counsel is involved with clerk's office policies and procedures because most of them involve legal expertise, knowledge and interpretation. Lastly, the clerk's legal counsel is involved with many state initiatives and committees in an attempt to make the legal system better for both clerks' offices and the public.

However, the most pressing reason a support person is required is the substantial changing of the office because of Amendment X. This amendment has greatly affected Clay County because we are a county that need to transition the comptroller duties to the clerk. The offices legal counsel is taking on substantial responsibility with the transition as well as picking up additional duties and needs a support staff to assist with the legal work of the clerk. Having more of a supervisory role will provide the clerk's legal counsel to focus his attention on important policy and legal matters.

4. Business Analyst

There has not been a lot of oversight with analyzing data which has limited us in making business decisions that would create efficiencies within the office. The job functions within the Clerk's Office are continuing to shift to be more technology driven as we are being asked to provide mass amounts of data in a very short timeframe. Data analysis is becoming a skill set that is imperative to the Clerk's Office. A business analyst can review our current business processes and make a recommendations on how to streamline our workflows to become more efficient so that we can provide the services in a timely manner.

5. IT Specialist:

All Clerk's Offices across the state has realized ever-increasing demands of the legislature as well as the other entities. Technology is not only an essential, but a required aspect of our front-

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Clay County is requesting 4.45 FTEs totaling \$320,284 for the following skilled positions:

1. Compliance Specialist: 1.00 FTE to continue to build and improve our compliance department and increase collection rates.
2. Accounting Specialist: 0.80 FTE to allow us perform analytical data review, monitor controls, enforce policies and procedures, and prepare budgets and reports in a timely manner.
3. General Counsel Support: 0.65 FTE to provide assistance to our General Counsel which will allow him to focus his attention on important policy and legal matters and take more of a supervisory role. Clay County is currently transitioning the Comptroller duties from the county to the clerk which will further expand our General Counsel's role within the county hence the need for additional support.
4. Business Analyst II: 1.00 FTE to provide oversight and focus of data scrubbing, accurate reporting, data analysis and discovery of efficiencies within the office.
5. IT Specialist: 1.00 FTE to keep pace with the ever-increasing demands in the effective use and application of technology, provide data in a timely manner and to protect the data that we are responsible to maintain.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

All funding requests are recurring costs.



**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

1. County is funding 50% of our compliance department.
2. Auditors recommendation to increase FTEs within our accounting department.
3. General Counsel's role will be expanding with the additional duties of the Comptroller.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Columbia
Contact	Lauren Pope
E-Mail	lpope@columbiaclerk.com

FTE	1.00
Personnel	\$38,530
Operating	\$0
Capital	\$0
<b>TOTAL</b>	<b>\$38,530</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

The prior year's budget cuts have resulted in our office eliminating significant positions; unfortunately, these are positions that we have not been able to replace. One of the positions that we had to eliminate was a Misdemeanor Clerk who assisted with processing delinquent cases for collection action.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The request is for funding in the amount of \$38,530, which will make it possible to reinstate the needed Misdemeanor Clerk position. This position will make it possible to send more cases out for collections.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The fiscal impact of this request would be a reoccurring need.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



<b>County</b>	Duval
<b>Contact</b>	Allison Luker
<b>E-Mail</b>	allison.luker@duvalclerk.com

<b>FTE</b>	57.00
<b>Personnel</b>	\$4,084,126
<b>Operating</b>	\$441,550
<b>Capital</b>	
<b>TOTAL</b>	\$4,525,676

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1. Duval County's court related FTE count has decreased by 80 positions from the 16/17 Operational Budget to the current 18/19 Operational Budget, which is a 22% decrease. Our workload continues to increase not only in the courtroom but also in collections efforts, payment processes, records requests and technology mandates. As with other clerks, we continue to do more with less. We are still struggling to fund basic services for a county as large as Duval such as enough trial clerks in the courtrooms, dedicated collections team, an office wide call center and a self-help center. These 57 positions are the ones requested in our needs based budget submitted May 1, 2019.
2. As has been presented to the budget committee in the past and as outlined on our needs based budget submission, Duval County, due to its consolidated city/county structure, does not participate in FRS, but is part of the City's general employee pension fund. For FY 19/20, the employer portion of our pension cost is 22% which is 7% higher than the FRS rate of 8.47% plus SS of 6.2%. This results in an additional \$1,090,839 cost our office incurs that would not be incurred by any other Clerk.
3. As mandated by AOSC 19-23, we need to begin the implementation and conversion of PDF documents to PDF/A format. This amount represents an estimate previously received from our case management vendor for the conversion costs.
4. Data protection and disaster recovery for our essential systems is imperative for meeting statutory requirements without a disruption in operations. Duval requires an integrated backup, replication and recovery solution to continue essential operations during any unforeseen event as the previous solutions have reached end of life.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

1. \$2,993,287 for salaries and benefits for 57 court-related FTE's (See supporting documentation for detail). A significant effort will be placed on collections not just in the collections department but in connecting with the defendant inside and outside the courtroom, so positions for collections efforts will be throughout Traffic, County Criminal, Trial Clerks, as well as the Call Center and support areas. Also, please see note below under Fiscal Impact related to the Keys2Drive program.
2. \$1,090,839 to account for pension costs in excess of FRS costs for 18/19 positions since Duval is not part of FRS.
3. \$299,550 to begin PDF/A conversion and implementation required by AOSC 19-23.
4. \$142,000 for annual data protection and disaster recovery solution.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

1. Funding the positions requested allows Duval County to increase efforts in collections through all departments, proactive payment initiation, serving the public, assisting judicial partners to increase payment options and alternatives as well as being more effective and efficient. We have partnered with the State Attorney's Office on the Keys2Drive program. This is a DL diversion/reinstatement pilot program that has resulted in approximately \$700,000 in additional collections related to 3,600 cases. This was a pilot program and the SAO is recommending expanding this program to defendants with approximately 12,000 outstanding cases. This will significantly increase our payment plans, recall from collections efforts and payment processing, but will result in an increase in overall collections.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Please note that this request is the difference between our needs based budget submission and the proposed budget for Duval as outlined on the "CFY 2019-20 Budget Allocation Three-Steps Total By Peer Group" spreadsheet presented at the July 23, 2019 budget committee meeting. We are not requesting items above our initial needs based request.

## Duval County Clerk Support for Additional Funding Request

<b>Department</b>	<b># of FTE</b>	<b>Personnel Costs</b>
Appeals	1	\$ 48,891.89
Call Center & Support	8	\$ 424,838.44
Circuit Civil	5	\$ 260,814.28
Collections	8	\$ 432,831.01
County Civil	6	\$ 273,718.56
County Trial	6	\$ 331,677.25
Domestic Violence	5	\$ 258,883.80
Felony	6	\$ 339,894.61
Juvenile	1	\$ 48,891.89
Probate	1	\$ 42,173.36
Public Records	3	\$ 172,919.86
Self-Help Center	4	\$ 220,007.27
Traffic	3	\$ 137,744.78
<b>Totals</b>	<b>57</b>	<b>\$ 2,993,287.00</b>

Florida CCOC Funding Request  
County Fiscal Year 2019-20



County	Escambia
Contact	Laurin Gray
E-Mail	lgray@escambiaclerk.com

FTE	0.00
Personnel	\$0
Operating	\$243,000
Capital	\$0
TOTAL	\$243,000

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

**PRIORITY 1**

- Over the past few years, our Title IV-D Child Support reimbursement requests have not covered our actual Title IV-D Child Support expenditures. This is largely due to the drastic decrease of our indirect cost rate for FY 2016, which was provided by Maximus. We find it nearly impossible to budget for our Title IV-D reimbursements and expenditures, as Maximus remains behind on providing our indirect cost rates. We have been and are currently using a provisional indirect cost rate since Maximus has yet to determine our indirect cost rate for the current fiscal year. We submit the requested data to Maximus by the requested deadline, yet we continue to wait for their proposals. The indirect cost rate proposal delay causes hardship on our office, as we are unaware what our rate will be and how much reimbursement we will actually receive. The shortfall in Title IV-D funding causes us to use court funds for excess expenditures not covered by the Title IV-D reimbursement.
- Cyber-attacks and particularly ransomware are a real threat to any organization with internet connectivity. Clerks hold an immense amount of data and this data is utilized heavily by the judiciary, the public, and executive branch agencies. Escambia holds 2.9 million party records and countless docket images. A breach or ransomware of these records could be catastrophic. Furthermore, a ransomware attack could leave Escambia's trial courts in a non-functioning state until the ransom for the data is paid. There are two attachments to this funding request. The first attachment provides the top five reasons to carry cyber insurance. The second attachment provides evidence to substantiate the reoccurring request of \$15,000.00.
- The Escambia County Clerk's Office implemented a Collections Department to comply with Florida Statutes 28.246(4), F.S. 28.24(6), and F.S.316.14(4)(a). Since the inception of the department, staff was transferred from other departments to make this a stand-alone department. The need was to staff our Collections Department with individuals that had familiarity with court cases and our case management system. These transfers left voids in other criminal areas. Escambia has been successful in this endeavor and we are continuously placing defendants in partial payment programs. At this time, we are beginning to turn over cases to an outside collection agency. Again, we have recently utilized additional staff in other areas to make the first submission. The first submission included civil traffic citations from January 1, 2019 thru April 11, 2019. We are currently striving to send the back fill of cases and efficiently manage to keep additional submissions current. As the payments are received, we are currently utilizing our case management system, Benchmark, for receipting and monitoring delinquent plans. We have stretched the limits of this software, and feel that there is other specific collection software available to meet our needs and to efficiently service the customers. Benchmark is designed to handle the cases management portion of cases, but not fully function as collection software. There is a need for collection software to enable the Clerk to effectively operate an in-house collection program.
- I.T. employee turnover and an increase in the number of mandated projects involving I.T. has led to a backlog of overdue infrastructure related updates and upgrades. The available I.T. staff

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

**PRIORITY 1**

- We are requesting \$100,000 for Title IV-D shortfall. This additional funding will provide the necessary dollars to reimburse us for actual Title IV-D expenditures.
- Cyber insurance can help mitigate the effects of a cyber-attack and enable the data to be retrieved immediately so that the functions of government can resume. Furthermore, cyber insurance protects the Clerk's office by assisting with privacy breach notifications, public relations, and data restoration in the event of a breach or theft of data.
- The acquisition of collection software would enable the Escambia County Clerk's Office to more efficiently pursue and secure payments of receivable and defaulted accounts and run financial reports. Collection based software would also allow the Clerk's Office more flexibility with collecting fines, running customizable reports, and using specific criteria to increase search capabilities. The Escambia County Clerk's Office is aware of the necessity in collecting court fines-both current and delinquent. We estimate the start-up costs, implementation and maintenance would be in the area of \$100,000. While this dollar amount was not included in our budget, we see the need to continue with increasing our abilities to collect as much money as possible. There has been extensive time and effort expended toward making our Collections Department a successful collector of court owed monies. Any investment in collection software would allow the Clerk's Office to experience an increase in the collection dollars.
- The funding request is for \$28,000 to fund for a one time I.T. professional services engagement of approximately 160 hours/four weeks at the local standard contractor rate of \$175/hour. The I.T. professional services contractor(s) would perform the installation, configuration, and migration to the new hardware as directed by the Clerk's I.T. staff.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

**PRIORITY 1**

- The \$100,000 Title IV-D shortfall is a recurring expense. Our Title IV-D expenditures are significantly less than our revenues/ reimbursement and we do not see that changing anytime soon.
- The fiscal impact of this request is \$15,000.00 per year. The cost of cyber insurance pales in comparison to the fiscal impact that will be incurred in the event of a massive cyber-attack on the Clerk's office.
- As Escambia County continues to look for enhancement strategies for revenue collection, the requested \$100,000.00 would be a recurring expense in our budget.
- The return on investment for this funding request would be tremendous. The installation of the newer firewalls would help to ensure the cybersecurity of the Clerk, and the migration to the newer servers would allow the Clerk to operate more efficiently and have better disaster recovery processes.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**PRIORITY 1**

- No other comments
- No other comments
- No other comments
- This is a one time request for professional services.

Florida CCOC Funding Request  
County Fiscal Year 2019-20



County	Escambia
Contact	Laurin Gray
E-Mail	lgray@escambiaclerk.com

FTE	1.00
Personnel	\$75,000
Operating	\$6,700
Capital	\$121,270
TOTAL	\$202,970

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

**PRIORITY 2**

1. Pursuant to the CCOC Clerk's Court Services Framework there are 428 groups of services that Clerks are responsible for providing by statute, administrative order, court rule, or other primary authority. Some of these services are patently complex (e.g. monitor and perform review of legislation, supreme court orders, judicial administrative orders, and county and local ordinance for fee and distribution changes). While others, such as entering data into case maintenance system for driver's license suspension, may appear fairly simple. However, for the latter duty, when one factors in the amount of time experienced staff must dedicate to solving TCATS errors the simple duty now becomes highly technical and time consuming. Continued budget cuts have moved the focus from improving and training staff to simply ensuring that the Clerk meets the minimum threshold to carry out its assigned duties. The complexity and fast moving pace of change compiled with historical budget cuts has made it nearly impossible to provide thorough, quality, and consistent training. Accordingly, Escambia requests funding to hire (1) one full-time employee dedicated to training staff and drafting quality procedures. Any training material created will be shared with other Clerks offices.

2. Escambia County has one of the highest number of domestic violence cases in the state and our staff is often inundated with petitioners seeking assistance with filing for an injunction. Much of the paperwork is now automated, however, the narrative portion of the petition must be authored by the petitioner in their own words. Currently, petitioners must handwrite their narratives to include with their petition. Those seeking an injunction are usually highly emotional and their handwriting suffers as a result. When narratives are not legible, this increases the time it takes for the judiciary to review the petition and frequently requires a rewrite of the narrative by the petitioner. As a result, the time that clerks spend assisting filers is extended, many times beyond regular business hours which may require overtime pay.

3. Evidence is stored for many years, sometimes for the life of the defendant. In our courthouse, the air conditioning is turned off on the weekends, which means the vault storing a majority of our criminal evidence gets hot and the humidity rises. The higher temperatures and humidity cause labels to fall off boxes and the seals on boxes to become less adhesive, thus allowing bugs and other contaminants entry to the evidence packaging. In order to alleviate this problem, we would like to install a separate air conditioning unit and dehumidifying system in the vault to regulate the temperature and humidity thus providing a safer and more secure environment for evidence storage. In addition, we have recently begun receiving drug evidence that is 100% fentanyl or contains fentanyl. Fentanyl is not only an extremely dangerous drug but is also very flammable, and we currently are storing it in a file cabinet. In order to safely store this highly potent, flammable, and dangerous drug, we would like to purchase a flammable storage cabinet. Storing dangerous and flammable drugs in this cabinet would not only provide additional protection for our staff who are accessing the evidence but would also prevent possible contamination of other evidence.

4. Escambia County checks in an average of 180 jurors each Monday. In addition to this average check-in number, Escambia County is the venue for Florida tobacco trials, and additional jurors must be summoned and checked in for those trials as the trials are lengthy and require a larger pool from which to select a panel. For tobacco trial selection and capital murder trial selection weeks, we often have in excess of 400 jurors checking in for selection. We have up to four employees manually checking in each juror individually using an antiquated, DOS-based jury software program. Staff must confirm the juror's name and date of birth and scan in the juror's questionnaire. Even with an average of 180 jurors, some jurors wait in line to check in for up to 30 minutes. That wait time is well exceeded when we have 400 or more jurors to check in. Check in occurs on the second floor with the lines often snaking down to the first floor and sometimes even outside the building. These long wait times for check in lead to irritable and frustrated jurors. Judges are also required to wait to receive juror panels as the jurors have to be qualified and view an orientation video prior to being sent up to the courtroom. On large selection days, it can be as late as 10:00 before jurors are ready to head to the court room, delaying

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

**PRIORITY 2**

1. A dedicated trainer will help to compile all procedures into one cohesive manual. Furthermore, the trainer will help develop training videos and other materials that can be utilized to train new employees. Recorded training materials are repeatable without expending staff time. Furthermore, a dedicated trainer will help standardize training thus providing consistency in the Clerk's operations.

2. \$4,200 is being requested to purchase durable laptops for filers to use to electronically complete the narrative portion of the injunction petition and to capture other basic information the clerk needs to complete other required documents. The filers ability to electronically complete the documents will ensure that documents are legible which should reduce the time clerks must spend assisting the petitioners.

3. We are requesting \$25,000 to purchase and install an air conditioning unit and dehumidifying system in the criminal evidence vault. Installation of the air conditioning unit dehumidifying system will provide a more stable environment for the stored evidence and reduce the potential for evidence to be contaminated. We are requesting an additional \$870 to purchase a flammable storage cabinet for the purpose of storing highly potent, flammable drugs. The storage cabinet will allow dangerous drugs to be stored more safely and securely and will provide additional protection for the staff who has to access it.

4. We are requesting \$95,400 for this fiscal year to obtain new jury software, which includes four kiosks that are prinVscan capable. The jury software includes an eResponse system that streamlines juror qualification and requests and speeds data capture. Four kiosks would be purchased and installed with the software, which would enable jurors to complete their

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

**PRIORITY 2**

1. The fiscal impact for a dedicated trainer at a maximum salary of \$60,000 plus an average of 25% for benefits is a total of \$75,000 per year. However, this fiscal impact will be mitigated by the fact that better and more interactive training has a high likelihood of reducing the hidden cost of turnover.

2. Currently, a filing fee is not assessed for injunctions for protection yet the clerk is required to provide assistance to filers to complete the injunction petition. Given that this is an unfunded mandate, any reduction in time that the clerk spends assisting filers with completion of these forms will decrease the need for after hours assistance and cost of overtime.

3. There would be an initial cost of \$25,000 to purchase the air conditioning unit and dehumidifying system, which we would expect to last for several years with regular maintenance. The storage cabinet would be a one time cost of \$870.

4. Escambia County would enter into a five year contract with the vendor for the jury software and kiosk maintenance at a cost of \$95,400 per year.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



**CCOC Form Version 1  
Created 7/11/19**

<b>County</b>	Escambia
<b>Contact</b>	Laurin Gray
<b>E-Mail</b>	lgray@escambiaclerk.com

<b>FTE</b>	1.00
<b>Personnel</b>	\$75,000
<b>Operating</b>	\$6,700
<b>Capital</b>	\$121,270
<b>TOTAL</b>	\$202,970

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Florida CCOC Funding Request  
County Fiscal Year 2019-20



County	Escambia
Contact	Laurin Gray
E-Mail	lgray@escambiaclerk.com

FTE	1.00
Personnel	\$41,500
Operating	\$50,500
Capital	\$0
TOTAL	\$92,000

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

**PRIORITY 3**

1. Continued budget cuts have moved the focus from improving and training staff to simply ensuring that the Clerk meets the minimum threshold to carry out its assigned duties. Historical budget cuts have created an atmosphere where all employees are working alongside each other to carry out the Clerk's day-to-day operations. However, a focus on training is necessary to the success of this organization. The current budget does not allow for all managers to attend FCCC conferences and webinars do not offer the personal touch of on-site live training.

2. The need to provide consistent, accurate, and digestible employee training in a quick and trackable manner is more important than ever in today's rapidly changing environment. The pace of change of new laws, fees, rules, orders, ordinances, processes, and software has increased to the point that training all employees consistently is near impossible. A learning management system would allow the Clerk to develop training courses to train our employees in an accurate and consistent manner. The training courses could also be freely available to any other Clerk to use to train their employees. The new employees coming into the workforce are used to learning online. Every day that goes by without a Learning Management System (LMS) is a day that the Clerk isn't optimizing their greatest asset - their employees.

3. Unscanned, paper court files. Escambia County currently has paper files warehoused onsite that have not been scanned into the case maintenance system (CMS) and are still subject to retention. Only indexes are available on the CMS electronically. The estimated number of paper documents is 1.5 million covering criminal and juvenile case types dated prior to 2005. Court directives mandating public access to records electronically have increased the necessity to have criminal court records in a digital format and for criminal cases, accessible on line. Currently staff manually retrieve documents to complete public records requests. Having files digitized frees up personnel time to perform other required tasks and duties and provides a timely response.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

**PRIORITY 3**

1. If granted, this funding request will enable the Clerk's office to provide on-site training that will focus on management and team communication. Attached is an overview of the program. The onsite training is designed to "... increase productivity, improve customer satisfaction and employee morale through an improved understanding of how to work together." Employees expect to receive training and career guidance at their place of employment. If the Clerk's office does not provide training and guidance then employees will leave for an employer that will.

2. The funding request is for \$8,000 to fund the initial year of a Learning Management System for up to 500 employees. The \$8,000 is comprised of \$3,500 for the LMS hosted software system and an additional \$4,500 for three licenses of training course authoring tools to allow the Clerk to create engaging training courses and tests.

3. Personnel • \$41,500 for one FTE, entry level, Records Specialist, (see attached job description) total recurring annual salary (including benefits). This person would be dedicated to working with vendors providing the imaging services, quality control, various scanning and document verification. The length of time needed to complete the scanning process is three years. Contract Services • Scanning • \$40,000, reoccurring annually for three FY's, would convert approx. 500,000 pages per year. Currently we have a local vendor charging \$.0725 per document and this is the rate used to for this estimate. Imaging would only involve those case types that still meet retention requirements.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

**PRIORITY 3**

1. The upfront fiscal impact is a one-time request of \$2,500.00. However, increased productivity, better communication, and decreased turnover will mitigate the costs of this training.

2. The return on investment for this funding request would be tremendous. An educated workforce is an effective workforce. Employees would be more knowledgeable of current laws, rules, fees, and processes and would thus be able to perform at a higher level as they acquire new skills through the use of courses available on the LMS.

3. Recurring personnel and operating expenses are required for this request. \$41,500 for personnel, one FTE; \$40,000 for contractual services. Due to the extensive volume of documents involved this project would cover three fiscal years before completion.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

1. No other comments  
2. Proposed solutions: Learning Management System host: Talent LMS ( <https://talentlms.com> ). LMS authoring tool: iSpring Suite ( <https://ispringsolutions.com> ).  
3. No other comments

# TOP FIVE REASONS

Your business needs  
CyberRisk Coverage

1. The main root causes of a data breach in the U.S. are malicious/criminal attack, human error and system glitches.<sup>1</sup>
2. Any organization that retains physical or electronic records of employees, customers, or other third parties is vulnerable and can be a victim of a cyber event.
3. 95% of businesses rely on their computer systems functioning properly for their business to operate.<sup>2</sup> If systems go down due to a glitch, error or attack businesses can be at risk of suffering loss of income and customers.
4. Ransomware is evolving and becoming more advanced with infections up 40% within the past year.<sup>3</sup> Extortion events can have a significant impact on business' operations and often require payment of ransom to regain access to data and systems.
5. 49% of organizations with at least one significant attack were successfully attacked again within one year.<sup>4</sup>



**CyberRisk coverage is specifically designed to help in the event of a cyber breach** and is available for businesses of all sizes. And CyberRisk protection doesn't end after a breach occurs. New to CyberRisk is betterment, an insuring agreement that provides coverage for costs to improve a computer system after a security breach, when the improvements are recommended to eliminate vulnerabilities that could lead to a similar breach.

In addition to coverage, Travelers provides policyholders pre-breach and post-breach risk management services at no additional cost. These include access to pre-breach services provided by Symantec™, a global leader in cybersecurity solutions and access to Travelers' eRiskHub® an information portal of risk management tools powered by NetDiligence®.

<sup>1</sup> Ponemon Institute® 2018 Cost of Data Breach Study: Global Overview

<sup>2</sup> Travelers Risk Index 2018

<sup>3</sup> Symantec™ Internet Security Threat Report, Volume 23, April 2018

<sup>4</sup> Mandiant M-Trends® 2018

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Travelers Casualty and Surety Company of America, One Tower Square, Hartford, CT 06183

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**From:** [Mike Eddins](#)  
**To:** [Robin Herring \(COC\)](#)  
**Subject:** ESCAMBIA COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER. - CyberRisk Indication.  
**Date:** Wednesday, August 14, 2019 9:11:01 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[59784 New CyberRisk for PNP.PCL Highlight Sheet.pdf](#)  
[59822 CyberRisk New Checklist.pdf](#)  
[FINAL 59878 CR Coverage Responses PNP PCL.pdf](#)  
[Final Top 5 Reasons CyberRisk 56199.pdf](#)  
[ESCAMBIACOUNTYCLERKOFTHECIRCUITCOURTANDCOMPTROLLER\\_CyberRisk\\_2019-08-14\\_090319AM\\_EN.pdf](#)  
[CYB-New-Standard.pdf](#)  
**Importance:** High

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Morning Robin,

Here is some information on Cyber Insurance and an indication at \$1,000,000 (range is \$3900-\$4800). Travelers provided this indication and overview of coverage which is included. They will consider a higher limit with the full completion of the application included. We have included some other information on cyber insurance that you should find helpful.

Travelers is one of the leading insurer's of Cyber Insurance in the US with a very broad form. Please review this and let me know if you have any questions and/or if you need anything further at this time.

My best guess at a \$5,000,000 limit if they are another carrier would approve it would be in the \$15,000-\$17,000 range but again this is my best estimate at this point.

Thanks again for the opportunity.

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**Mike Eddins**

Hiles-McLeod Insurance, Inc.

office - (850) 432-9912 fax (850) 432-3875

P.O. Box 2747, Pensacola, FL 32513

[meddins@hilesmcleod.com](mailto:meddins@hilesmcleod.com)

[www.hilesmcleod.com](http://www.hilesmcleod.com)



**“Insure today, be sure tomorrow”**

August 7, 2019

Ms. Pam Childers  
First Judicial Circuit, Escambia County  
P. O. Box 333  
Pensacola, FL 32591

Dear Pam,

Thank you for the opportunity to submit a proposal for leadership development solutions for your team at the First Judicial Circuit, Escambia County.

As you know, how your employees act is just as important as what they know – that’s why “soft skills” are so essential for growth, and to enable employees to interact effectively and harmoniously with other people in the workplace, including co-workers, management, and customers. A gap in basic soft skills among company employees affects company success and increases turnover rates, which is why we like to call them “vital skills,” rather than soft skills!

In an era of shrinking talent pools, as unemployment rates are at their lowest in years, it is even more important to upskill current employees as well as provide training for new employees. Vital skills trainings are useful for new and existing employees of all levels and are an extremely effective way to build an efficient, respectful and collaborative culture – ultimately affecting the bottom line.

Recent research reveals that a majority of employees (65%) expect to receive training and career guidance. For millennials, 65% believe its management’s responsibility to offer accelerated development programming on the job.

Top talent is looking for training to advance their careers. Studer Community Institute is excited for the opportunity to work with you to provide the training you and your employees want to become an employer of choice and achieve organizational excellence.

The cost estimates provided in this proposal are valid for 30 days. We look forward to working with you to give your organization that competitive edge when it comes to attracting and retaining top talent.

Sincerely,



Rachael Gillette | Chief Leadership Development Officer



### Client Summary

Nowhere in Florida history has any one elected officer been charged with more responsibility for protecting the public trust at the local level than the Clerk of the Court. The constitution and the statutes provide a myriad of mandates to the Clerk to provide services to the citizens, the state and the local government. The legislature and the courts enact laws and rules that mandate the Clerk to provide the checks and balances that protect the public trust at the local level.



### Objective

To engage with the First Judicial Circuit, Escambia County to build on their success creating a workplace where trust, collaboration, productivity and innovation all thrive.

### Opportunity

Studer Community Institute is dedicated to improving the quality of life for people. Through our proven training we can help you develop a high-performing organizational culture that helps you attract and retain the talent that serves the people who receive your professional services. Our training is not about improving one thing, it's about passionately creating a culture where everyone is thinking how they can continuously improve, where employees are engaged and committed to excellence. Each piece of our training builds on the other to help you take your values off the wall and actually live them. The following are tried and tested tools to help ensure values and behaviors align.

### Custom Solutions

- Customized, Management by Strengths training for 15 attendees
- Workshop and EntreCon® seats for 2019-2020 year

### Management By Strengths Training On-Site at M.C. Blanchard Building

**6 = Already paid through Eventbrite (\$570.78)**

**Remaining 9 = \$900 investment**

Successful teamwork doesn't just happen. Teamwork is the result of positive working relationships. If people are the most valuable resource of your organization, then positive working relationships are vital to success.

Management By Strengths (MBS) is a program designed to help companies increase productivity, improve customer satisfaction and employee morale through an improved understanding of how to work more effectively together. By better understanding people's differing communication and decision-making styles, you can more efficiently achieve your goals.

Implementation of the Management By Strengths program consists of three steps:

1. Identification: *Identify traits by completing the MBS Survey.*
2. Understanding: *Understanding your own and others' traits through training course.*
3. Application: *Apply skills and begin improving professional and personal relationships.*

Students of MBS immediately gain a better appreciation of those around them due to improved understanding ... out of which evolves better communication ... which leads to increased productivity and creativity. The Management By Strengths program creates genuine enthusiasm, understanding and cooperation among people.

**Management By Strengths Training includes:**

- 3-Hour On-Site Training Session which covers the basic fundamentals of the Management By Strengths team communication program
- MBS Profile Report and Workbook
- Personalize Name Plate
- Application/Implementation Ideas



*"Our entire company staff traveled over from Panama City to attend the Management by Strengths training and we ALL feel it was extremely beneficial. We all left with a newfound respect for each other and our differences, plus a better understanding of how to better communicate amongst ourselves and with our customers." — Chris Harris, Quality Gates and Openers*



**Join Other Forward-Thinking Leaders at EntreCon®  
 \$540 Investment**

If you're ready to soak in the latest leadership trends, feel inspired, and propel results to the next level, you belong in downtown Pensacola November 13-14.

EntreCon® is a business and leadership conference with a

**Featuring Forbes  
 "30 Under 30" and  
 Bestselling Author,  
 Tiffany Pham**



community-centric twist, offering leaders from across all industries an opportunity to grow together.

Experience captivating keynotes and actionable breakout sessions on leadership, growth, marketing, mindfulness, social media, innovation, and so much more.

Whether you're an aspiring or established leader, EntreCon® is here to help you be the best you, you can be and prepare you for the workforce of the future.

Be a part of the movement: Let's create great places to work together.

**Investment includes:**

- (2) All-Access Passes to EntreCon® on Nov. 13-14, 2019
- \$700 Value



*"I absolutely love the camaraderie. Then you can take back to your team everything you learned. EntreCon® is a wonderful investment in your future." — Ashley Carpentier, Complete DKI*

**2019-2020 Leadership Development Workshops**

**\$960 Investment**

There is a nationwide gap in employee skills.

Our workshops aim to improve workforce quality and service, creating a culture where people are engaged and reaching their highest potential. SCI Workshops can help build these skills in employees, leaders and owners alike.

Leadership Development workshops help reinforce that how employees behave is just as important as what they know. As competition for talented employees grows fiercer, workplaces that invest in their employees and their skill-building will rise to the top.

**91%** of attendees would recommend our training to others

**94.7%** of attendees met their objective for attending training

**98.7%** of attendees received practical information

**100%** of attendees said their expectations were met or exceeded

Workshop Topic Examples:

STUDER COM  
220 W GARDEN STREET, SUITE 100



- Sexual harassment prevention
- Tactics for small business success
- Social media in the workplace
- Essential financials for businesses
- Workplace communication
- Branding and marketing
- Strategic planning
- Leadership skills for supervisors
- Hiring and onboarding
- Emotional Intelligence

**Investment includes:**

- (12) Seats to SCI Leadership Development Workshops now through Dec. 31, 2020
- \$1,500 Value



*"Studer Community Institute's training program has been instrumental in improving effectiveness, increasing efficiency and driving success within our team. We have worked with other training companies and none are comparable to SCI." — Peter Mougey, Levin Law*

**Proposal Summary**

SCI Custom Solution	Attendees	Investment
<b>Management by Strengths</b> Fundamentals, introduction to the program Date: November	15	<b>\$900.00</b>
<b>2019-2020 Workshops</b> 12 seats to any SCI workshops now through Dec. 31, 2020	N/A	<b>\$960.00</b> \$1,500 Value
<b>2019 EntreCon® Seats</b> All-Access Passes to EntreCon® Dates: Nov. 13-14, 2019	2	<b>\$540.00</b> \$700 Value
<b>Total Investment: \$2,400.00</b>		

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



**CCOC Form Version 1  
Created 7/11/19**

County	Flagler
Contact	Jennifer Barker
E-Mail	jbarker@flaglerclerk.com

FTE	1.50
Personnel	\$59,903
Operating	\$0
Capital	\$0
<b>TOTAL</b>	<b>\$59,903</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1 - Offices closed to the public for one hour every day; 2 - Not enough FTEs to serve the Public & Judges (Public Counter, Courtrooms & Telephones); One new judge  
 \*\*\*Flagler has always been behind comparative peers in # of FTEs

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The additional dollars will fund 1.5FTEs. This along with the increase already proposed will fund enough FTEs in Flagler to allow it to open to the public an additional 5 hours per week, man all areas to serve all customers and spaces and will realign Flagler's cases per FTE and cost per case with those of its peers.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

Recurring fiscal impact.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

See Attached "2017 2018 Toolbox Analysis for Peer Group 6"

Supporting Documentation for Flagler  
2017 2018 Toolbox Analysis for Peer Group 6

Peer Group	County	# of Cases*	FTEs	Net Expenditures	# of Cases per FTE	Cost per case
6	Citrus	20,611	50.38	2,111,017	409	102.42
6	Flagler	17,984	22.08	1,536,516	814	85.44
6	Indian River	26,828	50.07	2,735,025	536	101.95
6	Martin	29,416	52.49	3,078,626	560	104.66
6	Monroe	31,868	47.07	3,161,505	677	99.21
6	Sumter	22,300	27.00	1,586,781	826	71.16
Total Group 6		149,007	249.09	14,209,470	3,823	

**Budget Recap CFY 2019-2020**

			CCOC Budget	# of Cases per FTE*	Cost per Case
2019 Budget		22.63	1,595,211		
2020 CCOC Proposed Increases**		3.00	156,163		
Addl Budget Requested		1.50	59,903		
Total Budget Requested		27.13	1,811,277	663	100.72

\* # of cases based upon 2017-2018 Toolbox data

\*\* 2020 CCOC Proposed Increases include 3%, New Judges & Weighted Cases

**NOTE: With additional funding requested, Flagler's # of Cases per FTE at 663 and \$100.72 cost per case would be more in-line with its peers in Group 6.**

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



**CCOC Form Version 1  
Created 7/11/19**

County	Gadsden
Contact	Rachel Harris
E-Mail	rharris@gadsdenclerk.com

FTE	2.00
Personnel	\$114,268
Operating	\$11,855
Capital	
<b>TOTAL</b>	<b>\$126,123</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Our Felony and Juvenile divisions are understaffed for our workload. Our Juvenile Clerk and our Felony Supervisor will soon be retiring and we will need to have someone trained and ready as we will be losing years of experience with these employees. We lost our trial clerk a few years back and the position hasn't been filled. This is one of several positions that have been left vacant due to budget constraints. Due to not having a trial clerk there has been times when divisions have had to close and lock their doors because there is just not enough staff to cover everything. Also due to budget constraints this office has not been able to send employees to conferences to have the most up to date information available to other clerk employees across the state.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are requesting \$114,268 for the funding of 2 full time positions: One will help ease the workload of the felony and juvenile divisions and one will help ease the load of all court divisions by reducing the time employees must spend in court when they need to be addressing other things. With the requested \$11,855 of additional funding we aim to send at least 3-4 employees to conferences to further their knowledge on court operations and procedures.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

Our original needs based budget request was \$1,381,960. An additional \$290,586 would bring us up to the original request after the 3% across the board increase however we are requesting less than half of that.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Because we are such a small office our Circuit Juvenile and Felony divisions share an office space and sometimes assist each other with workload. This is why Juvenile and Felony have been referenced together.

Supporting Documentation for Gadsden  
**Vacant Positions**

	Payrate	Payperiod	Yearly	FICA	Retirement	HI	LI		Retirement	8.47%
<b>Trial Clerk</b>	15.00	1,200.00	31,200.00	2,386.80	2,642.64	18,456.24	32.40	54,718.08	Family Health	1,538.02
<b>Felony Clerk</b>	17.00	1,360.00	35,360.00	2,705.04	2,994.99	18,456.24	33.40	59,549.67		
								<b>114,267.75</b>		

<b>Travel</b>				
<b>Lodging</b>	533.00		4 people to Conf. inc. Clerk	Est. Cost for 3 Conf/year
<b>Registration</b>	140.00		3,951.69	11,855.07
<b>Milage</b>	251.42			
<b>Meals</b>	63.50			
	<b>987.92</b>	Avg per person per Conf.		

<b>Total Additional Funding Request \$ 126,122.82</b>
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**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Hamilton
Contact	Ruth Allen
E-Mail	allenr1@flcjn.net

FTE	1.00
Personnel	\$40,000
Operating	\$0
Capital	
<b>TOTAL</b>	<b>\$40,000</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1. In FY2015-16 we cut 1 FTE through attrition. Midway through FY2018-19 we added an FTE to meet the increased workload, enhance collection efforts, cover staff absences and support the front desk. The cost of the FTE is approximately \$20,000 and there is no funding in this year's budget. 2. Our Court budget has been underfunded for at least the last 3 years (FY2016-17 \$22,570 - FY2017-18 \$42,035 - FY2018-19 \$41,370). 3. Our request for FY2019-20 is \$538,515 which is an increase from the prior year of \$94,123. The increase is due to the additional FTE which is needed to help with additional workload, enhance our collection efforts including instituting phone payments, meet the demands of a new Circuit Judge, cover staff absences and improve service to our County. The remainder of the budget increase is the underfunded Clerk costs that have been building over the previous 3-4 years. 4. Up until 6/2017 we were able to use the 10% fines revenue to cover budget shortfalls or fund capital outlay. These funds are now part of the total court revenue and are not available for this purpose. We have not included capital outlay in our budget submissions, however in FY2018-19 we had to replace some workstations to accommodate changing software needs at a cost of \$11,274 and additional workstations will be needed next year.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We request an additional FTE to support collection efforts and improve the level of service of this County at a cost of \$40,000

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This request would be a recurring expenditure to be used for future budget years to be amended by increases in salaries or benefits.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The addition of 1 FTE in April 2019 has enabled our office to enhance our collections process to include phone/OTC credit card payments. The increase in revenue has resulted in excess revenue for 4 out of the past 5 months and \$26,832 has been returned to DOR.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Hardee
Contact	Jeremy Christian
E-Mail	jchristian@hardeeclerk.com

FTE	1.00
Personnel	\$51,500
Operating	
Capital	
<b>TOTAL</b>	<b>\$51,500</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

At this time, the revenue collection and compliance processes are handled by numerous clerk staff and other court partners, which is very labor intensive. It seems, with an additional person to focus on enhancing revenue collection in the first 90 days, we would be able to move closer to being more of a self-supported office and less of a funded office.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Hardee Clerk is requesting one FTE at the personnel cost of salary and benefits of \$51,500, for an in-house compliance clerk to enhance revenue and compliances. This focused person would better manage our collection responsibilities especially by monitoring payment plans, notifying persons before delinquency occurs, working with persons to restructure their court obligations and reporting to the CCOC, thus fulfilling my statutory duty referenced in F.S. 28.246.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This will have a recurring fiscal impact, which will take resources that I currently do not have available, but will provide a way for constituents to drive legally, avoid any cost hardships, and meet any court and legal obligations, while making a greater positive impact on our community. Soon, I will explore investing into automation that will also improve the collection process, once adequate technology funds become available to invest.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

None.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Hendry
Contact	Steve Clark
E-Mail	sclark@hendryclerk.org

FTE	4.00
Personnel	\$154,436
Operating	\$0
Capital	\$0
<b>TOTAL</b>	<b>\$154,436</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

The Hendry County Clerk's Office has suffered from multiple years of under funding, the following are our major areas of concern:

- \* FTE's have decreased approximately 25% from the major budget cuts over the past 10 years.
- \* No COLA's during this time period has made it very difficult to compete with current salary market rates.
- \* Due to these major cuts standard office operations have become more difficult.
- \* Turnover rates have also increased significantly due to the existing budget restrictions.
- \* Over 90% of our existing Budget is Personnel related so any decrease has been in the form of decreased FTE's.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

- \* 1 FTE at our Clewiston Sub Office, the office is 35 miles from main office and currently only has 1 employee due to budget cuts with no backup employee.
- \* 2FTE's added to Civil Department, currently there are times if court is in session there are not enough employees to provide basic office services (ie. phones, taking payments etc.).
- \* 1FTE added to Criminal Department same reasons as Civil Department requests.

These are requests to operate in a work environment that provides basic services to the public, as all clerks have had to make major sacrifices during this time of extraordinary circumstances.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This will be a reoccurring request for 4 FTE's starting entry level pay of \$24,000 (\$12.31 per hour) with a 61% benefit burden for a total cost of \$38,609 per FTE

\*Total Funding Request \$154,436.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

I am also attaching a spreadsheet providing the Budget History of the Hendry County Clerk Office from Fical Year 2007/2008 through 2018/2019.

**CCOC Budget Request - Hendry County**  
**FTE History**

	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>18/19</b>
<b>FTE's</b>	25.45	23.69	21.49	20.18	20.76	20.52	20.52	20.82	19.82	19.38	18.64	18.55
<b>Personnel</b>	1,010,606	930,351	960,925	904,952	882,721	875,847	875,896	914,007	861,825	864,426	858,085	894,407
<b>Operating</b>	200,000	200,000	142,760	199,066	205,259	205,259	205,259	112,599	127,709	92,750	92,750	92,750
<b>Total Budget</b>	1,210,606	1,130,351	1,103,685	1,104,018	1,087,980	1,081,106	1,081,155	1,026,606	989,534	957,176	950,835	987,157
<b>Cost Per FTE</b>	39,709	39,272	44,715	44,844	42,520	42,683	42,685	43,900	43,483	44,604	46,035	48,216
<b>% Decrease from 07/08</b>		-7%	-9%	-9%	-10%	-11%	-11%	-15%	-18%	-21%	-21%	-18%

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Highlands
Contact	Sally Hood
E-Mail	shood@hcclerk.org

FTE	1.78
Personnel	\$77,860
Operating	\$1,090
Capital	\$0
<b>TOTAL</b>	<b>\$78,950</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Request #1 - We have ten pending capital murder cases that will be set for trial during the 2020 year. Two of those cases are high profile (one being a deputy sheriff murder and the other being a mass shooting at a local bank with five victims). We are requesting extra funding for this calendar year only to be able to staff the courtroom with a felony clerk fully trained in courtroom and evidence proceedings. This will leave a void in the felony office where funding is needed to hire an OPS employee to assist with daily activities and attend other court hearings/dockets.

Request #2 - Traditionally, Pro Se/Self Help has been a centralized function within the entire Court Services Group, but funded by the Board of County Commissioners. Board funding is extremely tight this year requiring major cuts in the Board-funded budget request.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Request #1 - OPS Personnel @ 35 hours per week @ \$14.00 / hour and overtime for capital murder felony clerk. (estimated \$2500.00)

Request #2 - This request is to move 50% of the funding responsibility for the court-related Pro Se/Self Help function to the courts. The Board will continue to fund 50% for fiscal year 19/20.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

Request #1 - This is a one time request. The one time increase to the court budget is \$22,737.

Request #2 - This is a recurring expenditure shift from the Board to the Courts for this court-related function. The annual recurring increase to the court budget is \$56,213, and will increase slightly each year for COLAs and benefits.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Request #1 - None

Request #2 - The Pro Se/Self Help office assists public customers with indigency application preparation, Self Help checklists and information packet sales such as:

- Petition to Disestablish Paternity and/or Terminate Child Support Obligation
- Petition for Name Change (Adult)
- Petition for Name Change (Minor Child(ren))
- Petition for Dissolution of Marriage with Dependent or Minor Child(ren)
- Petition for Dissolution of Marriage with No Property or Dependent or Minor Child(ren)
- Petition for Dissolution of Marriage with Property but No Dependent or Minor Child(ren)
- Petition to Determine Paternity and for Related Relief
- Petition for Simplified Dissolution of Marriage
- Supplemental Petition for Modification of Alimony
- Supplemental Petition for Modification of Child Support
- Supplemental Petition to Modify Parenting Plan/Timesharing Schedule and Other Relief
- Petition for Temporary Custody by Extended Family (OR) Concurrent Custody by Extended Family
- Instructions for Filing a Motion for Civil Contempt/Enforcement

Additional Forms & Instructions provided include:

- Bureau of Vital Statistics Form
- Notice of Limitation of Services Provided
- Generic Motion and Instructions
- Generic Order
- Address Change

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



<b>County</b>	Hillsborough
<b>Contact</b>	Rick Van Arsdall
<b>E-Mail</b>	vanarsda@hillsclerk.com

<b>FTE</b>	0.00
<b>Personnel</b>	\$324,264
<b>Operating</b>	\$225,200
<b>Capital</b>	\$0
<b>TOTAL</b>	\$549,464

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

**Issue 1:** The Hillsborough County Clerk of Court has over 110 million microfilmed images of court records stored at Iron Mountain (a secured storage facility in Pennsylvania). The cases date back to the 1800s. Many microfiche are nearing the end of their useful life and are beginning to deteriorate. They should be digitized, which will fulfil the requirement to permanently keep court case progress dockets and will allow them to be made available for public viewing.

**Issue 2:** Since the phased in implementation of mandatory e-Filing for attorneys through the Florida Courts E-Filing Portal, there has been a significant reduction in the volume of paper documents being filed with the Clerk. However, there are still over two million Court paper court records stored at our Records Center on Falkenburg Road (10.5 miles from the Downtown Courthouses). Some of these paper court records are still active and requested to be transported downtown, especially Criminal and Family Law cases. During an average month, 1,700 cases are retrieved, delivered and returned each month. Oftentimes, the same court record is recirculated multiple times. In addition to paying Records Center staff to locate the file and deliver it downtown, it causes delays in access for Clerk and Judiciary staff. While the cost of the physical Warehouse itself is paid for by the County, the staff that runs the warehouse are Clerk employees funded by Court Fines and Fees. Specifically, ten Court Operations FTEs with a cost of \$546,591 are budgeted in FY 2020. If we could reduce the amount of paper files at the warehouse through a back scanning initiative, we could redeploy some of those employees to provide other essential services to customers.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

**Issue 1:** To address this issue, we propose having Iron Mountain begin the digitization process with the oldest microfiche, i.e., those at or near the end of their useful life. Based on the most current pricing from Iron Mountain, \$225,200 in contractual services would provide the necessary funding to have 5.0 million images digitized and transmitted to our office. While it would still require work from our employees to import the images into Odyssey (our Case Maintenance System), having the images in a digital format would protect them from degradation and provide easier access should someone inquire.

**Issue 2:** To help alleviate the problems associated with managing paper Court records, we are proposing to have Record Center and select Court Operations personnel work overtime to digitize the paper records for storage and retrieval in Odyssey (our Case Maintenance System). We are requesting funding for 10,000 hours of overtime at an estimated cost of \$324,264. It generally takes about three hours to prep, scan, and perform quality control on each digitized case, so at this level of funding we should be able to convert 3,300 cases in FY 2020. We could outsource the actual scanning process, but the most time consuming parts of the process are prepping the paper court record and performing quality control, which requires experienced Court personnel. The plan is to have employees work overtime two days per month (most likely Saturdays) and we intend to begin with the case types that are requested to be delivered downtown the most (Family Law and Criminal) as these will result in the most operational efficiency.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

**Issue 1:** This request is non-recurring in that it does have an end, but it will obviously take several years to complete, so it would be recurring in the short term.

**Issue 2:** This request is non-recurring in that it does have an end, but it will obviously take several years to complete, so it would be recurring in the short term. In the long term, it should allow our office to be more efficient and allow resources to be deployed to tasks that have a more direct impact on case processing and/or customer service.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Indian River
Contact	CINDY CARLSWARD
E-Mail	ccarlsward@clerk.indian-river.org

FTE	0.90
Personnel	\$31,882
Operating	
Capital	
<b>TOTAL</b>	<b>\$31,882</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

FTE #1 - A third county office was opened on the Beachside in June of 2019. The office houses the Tax Collector, Property Appraiser and Clerk of Court. I have not been able to staff the office as I did not have the budget to hire an additional person for this office. In addition, I was only staffing our branch office two days a week because of staffing problems at the courthouse. With the county moving the office to a new location and new office, it is important that this office be staffed 5 days per week now. (.50 FTE)  
 FTE #2 - Convert our PT Appeals Clerk position to FT. All departments are behind in redaction, VOR requests and returning phone calls. We are looking for 1 FTE to perform these functions for all departments in addition to returning phone calls and to back up our appeals and evidence. (.40 FTE)

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

This request is for the amount to make up the difference between the formula budget and our total needs based budget.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This is a recurring expense and not part of our original budget submission.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The Judiciary added another problem solving court; Veteran's Court. This now brings us up to three problem solving courts which require a court clerk. One of our Judges handles cases in JUV DEP, JUV DLQ, PROBATE/GUARDIAN, FELONY, MM and DOMESTIC RELATIONS which requires clerks from all of these departments to clerk court for him. It is not uncommon for our Clerks from other court divisions to be sitting in court waiting on him to finish up a case for another department and move on to the next. Both of these FTE's will help all the departments with their workload which they can't get to because they are in court.

FOR IMMEDIATE RELEASE  
JUNE 14, 2019

CONTACT: Carole Jean Jordan  
772.226.1337

CAROLE JEAN JORDAN, TAX COLLECTOR, INDIAN RIVER COUNTY,  
ANNOUNCES THE NEW NORTH COUNTY OFFICE - SEBASTIAN LOCATION  
*Existing office to temporarily close during transition at month end*

SEBASTIAN, FL – Carole Jean Jordan, Tax Collector, Indian River County, today announced temporary changes to the schedule of the existing Tax Collector and Property Appraiser Sebastian office.

We are excited to announce that the renovations are nearing completion at the new North County Office located at 1919 – 1921 Hwy US-1 in Sebastian. “This newly improved location creates a more enjoyable, streamlined experience for Indian River County residents needing to conduct business with our office,” Jordan said.

This newly renovated North County Office location, is a step forward to making life easier for our neighbors here in Indian River County. The centralized location provides a more convenient way for people to check all of their Property Appraiser, Clerk of the Court, County Utilities, Veterans Services and Tax Collector to-do items off their lists in one trip instead of traveling to multiple locations,” Jordan continued. “We are proud to be part of the modernization and improvement of government services for Indian River County residents.”

The existing Tax Collector and Property Appraiser Sebastian office will close permanently at 5pm on Friday, June 21, 2019. The new Sebastian office located at 1919-1921 U.S. Highway #1 is scheduled to open at 8:00am on Monday, July 1, 2019. During the week of June 24-28, 2019, residents are encouraged to visit alternative Tax Collector and Property Appraiser office locations at 3003 Cardinal Drive, Vero Beach, 32963 (Oceanside Office); 1860 82<sup>nd</sup> Avenue, Suite 102, Vero Beach, 32960 (West Office); or 1800 27<sup>th</sup> Street, Building B, Vero Beach, 32960 (County Administration Building). Residents can find additional information at [www.IRCtax.com](http://www.IRCtax.com) or by calling (772) 226-1338.

Pending completion of move-in, the opening date is subject to change.

# # #

THE CLERK OF COURT EXISTING OFFICE WILL CLOSE PERMANENTLY AT 5PM ON THURSDAY, JUNE 20, 2019. WE WILL BE OPEN MONDAY THROUGH FRIDAY, 8:00 AM TO 5PM AT OUR NEW LOCATION:

1919-1921 U.S. HIGHWAY #1.

FOR IMMEDIATE RELEASE

MAY 30, 2018

Contact: Carole Jean Jordan

772.226-1334

CONSTITUTIONAL OFFICERS SERVING INDIAN RIVER COUNTY ANNOUNCE

GRAND OPENING OF NEW BEACHSIDE OFFICE LOCATION

*Media and public welcomed to tour at 10am on Friday*

VERO BEACH, FL – Carole Jean Jordan, Tax Collector, Indian River County, today announced the grand opening of the Oceanside County Center, a combined office suite located on the barrier island geared toward serving eastern Indian River County residents.

“More than 14,000 people call the 32963 zip code home. Since Indian River County’s formal organization, our easternmost residents have been forced to drive 12-24 miles’ roundtrip to engage with county and state level government services, many of which are mandatory,” Jordan stated. “As public servants, we are proud to deliver a long needed solution to this time and fuel wasting situation.”

“Sharing Space is the most cost efficient way to handle the additional need for service” said Indian River County Clerk of Court, Jeff Smith, who will occupy 25% of the Oceanside Complex. “So often people need information and to file paperwork at the Tax Collector’s Office, access county documents and consult with the Property Appraiser at the same time”, said Smith.

Indian River County Property Appraiser, Wesley Davis said “we share an office with the Clerk and the Tax Collector in Sebastian, we are across the hall at the County Administration Building and we have found it helpful and convenient for citizens to get everything they need at one time in one place. Nobody likes having to go to multiple locations to get things done. We offer “One Stop Shopping”, Davis concluded.

“This office is exciting in that it creates a positive impact on both beach and mainland residents. People who live in our beachside communities will save time and avoid an unnecessary commute to the Main Office. This in turn takes a few cars off the road and shortens lines for our mainland Vero Beach customers using the Main Office. Everyone wins,” Jordan continued.

All Tax Collector office services, including vehicle registration and plates, tax payments and installment plans, and other services will be available at this satellite office. Additionally, the Indian River County Property Appraiser and Indian River County Clerk of Court will co-locate to offer their services, allowing residents to have a fluid visit across offices similar to what they would experience by visiting the Government Complex in central Vero Beach.

Carole Jean Jordan, Jeff Smith and Wesley Davis, welcome the media and members of public to tour the Oceanside County Complex on Friday at 10am. The office is located at: 3003 Cardinal Drive – Suite C

###

**PRESS ADVISORY:**

There will be a photo opportunity for press, Friday at 10 AM at the 3003 Cardinal Drive – Suite C location. Indian River County Tax Collector Carole Jean Jordan, Indian River County Clerk of Court Jeff Smith and Indian River County Property Appraiser Wesley Davis will be given the keys and do a walk through as final preparations for Monday's opening are completed.

For Further Information, please contact:

Hon. Carole Jean Jordan - Indian River County Tax Collector

Adria Espich – [aespich@irctax.com](mailto:aespich@irctax.com)

772-226-1334 Office

772-563-3993 cell

Hon. Jeffrey R Smith – Indian River County Clerk of Courts

Jeff Smith - [JSmith@clerk.indian-river.org](mailto:JSmith@clerk.indian-river.org)

Hon. Wesley Davis – Indian River County Property Appraiser

Charlie Wilson - [cwilson@ircpa.org](mailto:cwilson@ircpa.org)

772-226-1971 office

772-333-9383 cell

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Jefferson
Contact	Charles Culp
E-Mail	cculp@jeffersonclerk.com

FTE	
Personnel	\$53,270
Operating	\$0
Capital	\$0
<b>TOTAL</b>	<b>\$53,270</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

As revision 7 to Article V was being implemented, the Jefferson County Clerk's Office was not fully funded by the State of Florida for its court related activities. Since the inception of this "new" budgeting process, which includes funding at both the local and State levels, the Jefferson Board of County Commissioners (BCC) has been providing the funding for all of the Clerk's office health care premiums (for both County and State employees). Under the current funding model, we feel that the State of Florida should pick up its employee's total costs and the Board should pay for its employee's costs. The amount of this request (\$ 53,270) is to fully fund the State of Florida's court related FTE's which includes health care premiums.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

If approved, this request (\$53,270) would allow for the Clerk's court related employees to be fully funded by the State of Florida. Therefore, the Jefferson County Board of Commissioners will no longer have to supplement the Clerk's Office by providing the funding for the Clerk' court related employees health care premiums. Approving this request will ensure that the State of Florida is paying for 100% of its employees' costs and that the Jefferson Board of County Commissioners are paying only for their employees costs.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The fiscal impact of approving this request would decrease the amount of funding that the Jefferson County Board of Commissioners is currently providing to help pay for the Clerk's court-related employees health care premiums. It would increase the Jefferson County Clerk's Article V budget on a recurring basis. Also, this amount would likely change by a marginal amount annually due to the fact that health care costs fluctuate each year.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The original Jefferson County CFY 19-20 CCOC budget request not including the Juror program was \$469,376. This request included mandatory nominal changes to the Florida Retirement System and the cost of the State paying for its court related employees health care premiums. To date, it appears our tentatively approved CFY 19-20 CCOC budget is as follows: a 3% increase (\$11,981) to our current CFY 18-19 CCOC budget which was \$399,371 and it appears there will be an increase of \$4,754 based on our caseload as compared to other Clerks Offices. This tentatively puts our approved CFY 19-20 budget at \$416,106 or \$53,270 below what is needed to fully fund Jefferson County's Article V budget. In prior budget cycles we have requested that the State pay for their court related FTE's health care premiums but unfortunately there has not been sufficient statewide revenue to approve that request. We are hoping this year may be different.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



**CCOC Form Version 1  
Created 7/11/19**

<b>County</b>	Lafayette
<b>Contact</b>	Keesha Fundora
<b>E-Mail</b>	kfundora@lafayetteclerk.com

<b>FTE</b>	
<b>Personnel</b>	\$11,000
<b>Operating</b>	
<b>Capital</b>	
<b>TOTAL</b>	\$11,000

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Costs have continued to rise and budget increases in previous years have lacked the ability to bridge the gap and fully fund the court operations of the Lafayette County Clerk's Office.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The funding will help to alleviate budget shortfalls in covering the expenses required to maintain and operate the court related functions of the clerk's office.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The funding request of \$11,000 is equal to half of the anticipated budget shortfall for CFY 19-20 and will help to fund the personnel expenses for employees performing court relation functions in the clerk's office.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Lake
Contact	Denise Bell
E-Mail	dbell@lakecountyclerk.org

FTE	14.00
Personnel	\$1,125,868
Operating	\$20,580
Capital	
<b>TOTAL</b>	<b>\$1,146,448</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Since the budget cuts began, we have seen an approximate 40% reduction in court staff. We have absorbed some of this loss through the implementation of advances in technology and some were resolved once the foreclosure crisis normalized. Beyond those natural reductions, we have also eliminated multiple positions in every division of our courts department. This has caused us to struggle to have enough court clerks to staff our court sessions. This has required us to make the choice of putting clerks in the courtroom or having those clerks work on collections activities. We find it more and more challenging to cover court appearances and maintain work time standards, and the pace required to process our work introduces a higher risk of errors that could potentially impact public safety. Stress levels have increased, resulting in resignations of experienced clerks. It is nearly impossible to build the depth and cross-training necessary to run an efficient office. We have eliminated management positions, some successfully, but one in particular has proved to be too much for one manager to handle efficiently. We have been running at a sprint-pace but are struggling to maintain that pace for what has become a marathon distance.

Our salary ranges have not been increased since 2007, making it extremely difficult to hire or retain qualified staff. Our starting pay is nearly 18% below that of a comparable position at our County. Similarly, salary study results in nearby counties show our entry level court clerks earn as much as 24% less than our neighbors. It is noteworthy that the minimum wage has increased by 27% since our ranges were last established.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

1. We request four additional FTE's to build a collections unit.
2. We request funds to restore one court clerk position for each of nine core court units.
3. We request funds to restore a previously eliminated division manager position.
4. We request an Across the Board Salary Range Adjustment of 10% to bring us closer to offering comparable pay to our employees.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

As reflected above, these requests represent a \$1,146,488 increase in budget authority. However, this amount will be offset by a projected 5% revenue increase in the first year of the new collections unit.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Lee
Contact	Kevin Karnes
E-Mail	Kkarnes@LeeClerk.org

FTE	5.00
Personnel	\$278,759
Operating	\$0
Capital	\$0
<b>TOTAL</b>	<b>\$278,759</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Lee County requested \$11,797,703 for FY19/20, however was only afforded \$11,518,944. Lee County is requesting an increase to match the requested amount to support an increasing business need in 4 critical areas.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Lee County is requesting \$278,759 for 5 FTE's to support increasing business needs in the following areas:

1. 2 positions for training redaction and artificial intelligence applications to redact pleadings and auto-creation of criminal cases.
2. Support data entry processes due to an increase of criminal dispositions.
3. Add a position to support the guardianship audit processes.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This request is a one-time need for this fiscal year. This additional funding will allow the Lee Clerk to perform our statutory duties accurately and timely.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The supporting statistics for each FTE can be found below:

1. Lee County has experienced a 9% increase the number of documents and pages processes between FY15/16 and FY18/19. We project this volume to continue to grow in FY19/20. The volume of redactions processed via Marsy's law also supports 2 FTE to support automated redaction and artificial intelligence support.
2. Even though overall criminal cases opened are down for the FY, we have seen an increase in complex dispositions (cases resulting in jail-time, probation, or prison). To correct for attrition, we request 2 FTE to provide additional support in order to meet a 3 day performance standard.
3. There are 1800 active GA cases and the average number of audits continues to grow and the volume of compliance concerns requires additional staff to facilitate.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Leon
Contact	Kenneth A. Kent
E-Mail	KAKent@leoncountyfl.gov

FTE	2.00
Personnel	\$114,682
Operating	\$0
Capital	\$0
<b>TOTAL</b>	<b>\$114,682</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Leon County has struggled to meet the Misdemeanor Collection rate performance measure of 40% due to 2 primary reasons: (1) the Pre-Trial Diversion Program operated by the Second Circuit State Attorney's office, and, (2) use of civil citations by the Tallahassee Police Department and other local law enforcement agencies. As a result, individuals adjudicated in County Criminal Court often have criminal records for prior convictions, existing unpaid court-ordered costs, fees, and fines, as well as limited employment opportunities. These factors contribute to the challenges faced in meeting the 40% performance measure.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The Leon County Clerk requests \$114,682 in funding for 2 full time equivalent (FTEs) positions. The addition of these two positions will enable the Clerk to provide staff at court proceedings to meet with defendants, escort them to the Clerk's office, and prepare payment plans to assist with compliance. The 2 FTE's will also meet with current customers to assist with payment plans and contact individuals owing costs, fees and fines to encourage compliance using tools such as text messages and email alerts along with phone calls and notices sent via mail. In addition, the creation of a customer focused compliance team will expand the Clerk's compliance and collection efforts to improve collections across case types including Criminal Traffic and Civil Traffic thereby improving performance, increasing collections and assisting customers in complying with their court ordered payments. Meeting the 40% performance measure for County Criminal is projected to increase collections by \$53,975 on an annual basis. It is anticipated that the additional staff resources would lead to a 3% increase for Criminal Traffic and Civil Traffic collections with \$34,583 and \$120,804 respectively for these two case types. Upon staffing these 2 positions, total increase in collections are projected at \$209,362 per annum creating an 83% return on investment.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This is a recurring funding request.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The State Attorney has operated a diversion program since the 1990s. For 2018, of the 3,746 County Criminal cases opened, 1,613 were placed by the State Attorney's office in Pre Trial Diversion. Of this number, 1,257 completed Diversion so that 33.5% of all County Criminal cases went through the State Attorney's diversion program. In March 2013, the Tallahassee Police Department and the Leon County Sheriff's Office, with the approval of the State Attorney, established the Pre-Arrest Diversion/Adult Civil Citation (PAD/ACC) program. From March 2013 through April 2017, the PAD/ACC program reports that 1,309 civil citations were issued. As noted, the use of these two programs has led to a significant number of misdemeanor cases not going through the Court system leaving only those cases where law enforcement and the State Attorney chose not to provide a diversion option, to come before the Court. As noted above, defendants in Leon County Criminal Court can have prior records/amounts owed as well as limited employment opportunities and transient housing situations that makes collection of County Court obligations far more complex. The additional staff will provide the Leon County Clerk with needed resources to work with this group thereby increasing collections, improving compliance and leading to better outcomes for the public, the Court System and State performance measures.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Levy
Contact	Jared Blanton
E-Mail	blanton-jared@levyclerk.com

FTE	2.00
Personnel	\$82,118
Operating	\$22,419
Capital	
<b>TOTAL</b>	<b>\$104,537</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Our operations have been excessively strained over the last 5 years, and in fact, we are still not operating at normal hours of operation. We have attempted to be very frugal with our requests, and indeed, have burdened our County-funded budget by skewing personnel allocations and resources over the years, not charging direct Court-related operational costs (such as IT service contracts) to our CCOC budget, etc. etc.. We are open from the hours of 8:30 to 4:30, whereas historically our office has been open from 8 am to 5 pm, and the building is open during that time, which causes frustration for the public. As it is, even with a reduced schedule, we are unable to adequately crosstrain to prepare for succession, cannot cover regular absences, and as a result, our Chief Deputy regularly works remotely while off sick or on vacation. We also are unable to hire staff at above \$11 or \$12 per hour, and by the time they're trained and knowledgeable, it is difficult to retain them because their normal progression, even after a few years, still puts their wages below other opportunities either with the State Courts system or even elsewhere in local government. Until this summer, when we received both budgetary and case metric comparisons from the CCOC, we assumed this was the norm. However, all objective mathematical calculations show that we are excessively distorted from our peer group in the following metrics: (1) Total Budget (we're much lower), (2) Caseload (we're much higher), and (3) Budget dollars per case (we are absurdly lower). We have attached analysis demonstrating these extreme distortions. No matter whether you look at the average of the group, or even the next-closest county, we are beyond an outlier with our group. We range between 11% and 26% lower in dollar budgets in our group. We range between 15% and 24.5% HIGHER in caseloads. Our Budget\$/Case is 26.7% to 36.3% LOWER than our group. Additionally, we have recovered slower than our peers, who now will average 96% of their 2014-15 Authority, and we're on track to be at 88% of our 2014-15 Authority. We have attached spreadsheets based on CCOC data demonstrating these simple mathematical facts. We are seeking to remedy this with a request that, even if added to our budget, would still not eliminate our outlier status in our group.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are requesting an \$82,118 increase in our personnel funding allotment to allow us to address personnel needs, succession planning, and return to full hours of operation, and \$22,419 in operating expense funding (96% of 2014 OE Budget) to correct improper operational cost subsidies from local funds, as well as also assisting returning to full hours of operation.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This would allow us to address personnel needs within the office, increase staff availability for cross-training and succession planning, and address improper operating subsidies (particularly in Information Technology).

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

This request, if funded, would still leave us as a considerable outlier from our group in nearly every other metric that's been listed above. Our budget versus peer group would range from 1.1% to 17.6% LOWER. Our caseload obviously wouldn't change, and we'd still be 15% to 24.5% HIGHER than all others, despite having the lowest budget (by far in some cases). Our Budget\$/Case would improve to 13.6% to 29% LOWER than all of our peers. Mathematically, we'd still be by far the most frugal county in our group. We've also attached these hypothetical numbers in a separate tab of our backup data spreadsheet.

## Marleni Bruner

---

**From:** Jared Blanton <blanton-jared@levyclerk.com>  
**Sent:** Friday, September 20, 2019 2:13 PM  
**To:** Jason L. Welty; Marleni Bruner  
**Subject:** FW: Levy County Special Request, Additional Info  
**Attachments:** Levy County AS AN EXTREME OUTLIER in Peer Group - Gross Dollars.pdf; Levy County AS AN EXTREME OUTLIER in Peer Group.pdf; Levy Peer Group Comparisons - With & Without Request.xlsx; Total Dollars - Peer Groups 2-5 Trendline - Levy as an Outlier.pdf; Budget per Case - Peer Groups 2-5 Trendline - Levy as an Outlier.pdf; Levy CFY1920 Funding Request Ver1 (002).xlsx

Please include this email text and these attachments with the Special Request sheet and support that I sent in on August 12. The attached documentation demonstrates that Levy County is NOT in peer group 4 by any objective mathematical measure, but rather, we're in a "peer group" of our own, and furthermore, are well outside (below) the overall trendlines for groups 2-5 with regard to funding provided as a somewhat-related function of caseload variables.

This disparity goes far to explain why, thus far, we have not been able to return to normal hours of operation, allocate actual operating and capital purchases to our CCOC budget (despite their significant or exclusive uses on Court functions), and why our FTE Count is the same as it was when Mr. Shipp was elected 19 years ago.

Models simply built on "across the board" generic metrics, without taking into account that, for whatever reason, we are **starting from far behind** will *never* correct these disparities, and our office will continue to not even be able to submit accurate operational requests due to the futility of even attempting it.

Thanks for your time,

Jared Blanton, MBA, CPA  
Finance Officer  
Levy Clerk & Comptroller Danny J. Shipp  
355 S. Court Street  
Bronson, FL 32621  
(352) 486-5266 ext. 225

COMPARISON OF LEVY COUNTY TO PEERS IN GROUP 4 - BASED ON CCOC DATA

PROBLEM ANALYSIS

<u>Peer Group</u>	<u>County</u>	<u>FY 20 w/ 3% Increase</u>	<u>FY 20 Weighted Case Increase</u>	<u>Total FY 20 Budget Authority Before Funding Request</u>	<u>2017-2018 Weighted</u>	<u>Budget \$ Per Weighted Case After</u>	<u>2014-15 Authority</u>	<u>FY 20 Budget as % of 2014-</u>
4	Gadsden	\$ 1,091,374.00	\$ 19,374.00	\$ 1,110,748.00	28,316	\$ 39.23	\$ 1,196,765.00	92.8%
4	Hendry	\$ 1,016,772.00	\$ 19,266.00	\$ 1,036,038.00	28,158	\$ 36.79	\$ 1,081,155.00	95.8%
4	Jackson	\$ 1,025,088.00	\$ 20,384.00	\$ 1,045,472.00	29,792	\$ 35.09	\$ 994,962.00	105.1%
<b>4</b>	<b>Levy</b>	<b>\$ 896,879.00</b>	<b>\$ 23,124.00</b>	<b>\$ 920,003.00</b>	<b>33,796</b>	<b>\$ 27.22</b>	<b>#####</b>	<b>88.2%</b>
4	Okeechobee	\$ 1,223,354.00	\$ 19,916.00	\$ 1,243,270.00	29,108	\$ 42.71	\$ 1,239,977.00	100.3%
4	Suwannee	\$ 1,024,045.00	\$ 18,580.00	\$ 1,042,625.00	27,155	\$ 38.40	\$ 1,125,851.00	92.6%
Peer Group Averages:				\$ 1,066,359.33	29,388	\$ 36.57		96.4%

	<u>\$ Shortfall</u>	<u>Percentage Below</u>
Levy Budget Versus Peer Group Average:	\$ (146,356.33)	-13.7%
Levy Budget Versus NEXT LOWEST (Hendry):	\$ (116,035.00)	-11.2%
Levy Budget Versus Highest (Okeechobee)	\$ (323,267.00)	-26.0%

	<u>Number of Cases Over</u>	<u>Percentage Over</u>
Levy Caseload Versus Peer Group Average	4,409	15.0%
Levy Caseload Versus NEXT HIGHEST (Jackson)	4,004	13.4%
Levy Caseload Versus Lowest (Suwannee)	6,641	24.5%

	<u>\$ Per Case Less</u>	<u>% Difference in \$/Case</u>
Levy \$/Case Versus Peer Group Average	\$ (9.35)	-25.6%
Levy \$/Case Versus NEXT LOWEST (Jackson)	\$ (7.87)	-22.4%
Levy \$/Case Versus HIGHEST (Okeechobee)	\$ (15.49)	-36.3%

REQUESTED REMEDY

Entry Level Court Clerk Wages (2 FTE)	\$ 54,080
FICA Employer Taxes	\$ 4,137
FRS Employer Contributions	\$ 4,581
Health Insurance	\$ 19,200
Life Insurance	\$ 120
Total Payroll Costs	\$ 82,118
Operating Budget Restoration to 96% of 2014 Levels	\$ 22,419
<b>Total Funding Request</b>	<b>\$ 104,537</b>

COMPARISON OF LEVY COUNTY TO PEERS IN GROUP 4 - BASED ON CCOC DATA

PROBLEM ANALYSIS

<u>Peer Group</u>	<u>County</u>	<u>FY 20 w/ 3% Increase</u>	<u>FY 20 Weighted Case Increase</u>	<u>Total FY 20 Budget Authority Before Funding Request</u>	<u>2017-2018 Weight</u>	<u>Budget \$ Per Weighted Case After</u>	<u>2014-15 Authority</u>	<u>FY 20 Budget as % of 2014-</u>
4	Gadsden	\$ 1,091,374.00	\$ 19,374.00	\$ 1,110,748.00	28,316	\$ 39.23	\$ 1,196,765.00	92.8%
4	Hendry	\$ 1,016,772.00	\$ 19,266.00	\$ 1,036,038.00	28,158	\$ 36.79	\$ 1,081,155.00	95.8%
4	Jackson	\$ 1,025,088.00	\$ 20,384.00	\$ 1,045,472.00	29,792	\$ 35.09	\$ 994,962.00	105.1%
4	Levy	\$ 896,879.00	\$ 23,124.00	\$ 1,024,539.70	33,796	\$ 30.32	#####	98.2%
4	Okeechobee	\$ 1,223,354.00	\$ 19,916.00	\$ 1,243,270.00	29,108	\$ 42.71	\$ 1,239,977.00	100.3%
4	Suwannee	\$ 1,024,045.00	\$ 18,580.00	\$ 1,042,625.00	27,155	\$ 38.40	\$ 1,125,851.00	92.6%
Peer Group Averages:				\$ 1,083,782.12	29,388	\$ 37.09		98.4%

	<u>\$ Shortfall</u>	<u>Percentage Below</u>
Levy Budget Versus Peer Group Average:	\$ (59,242.42)	-5.5%
Levy Budget Versus NEXT LOWEST (Hendry):	\$ (11,498.30)	-1.1%
Levy Budget Versus Highest (Okeechobee)	\$ (218,730.30)	-17.6%

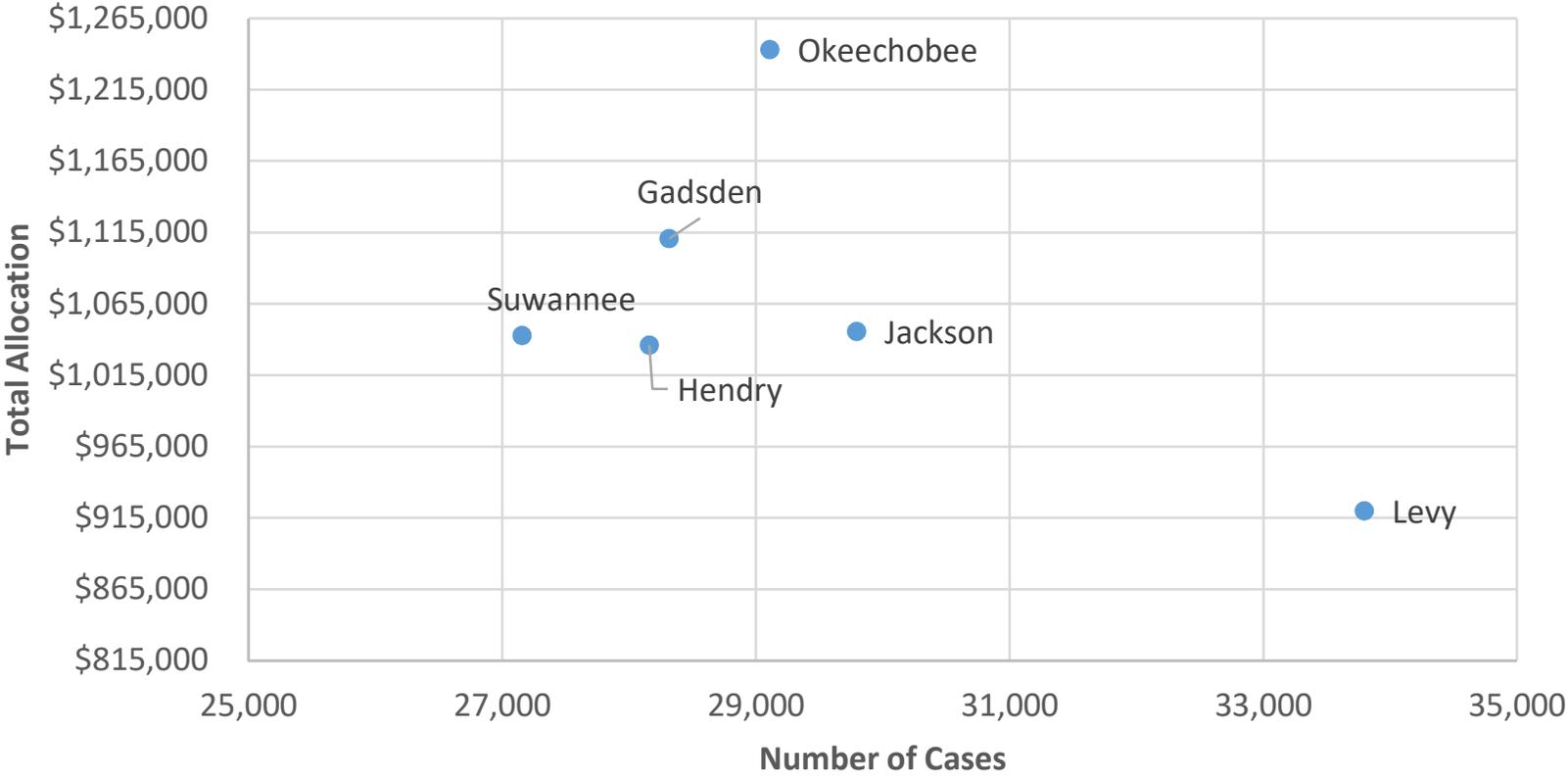
	<u>Number of Cases Over</u>	<u>Percentage Over</u>
Levy Caseload Versus Peer Group Average	4,409	15.0%
Levy Caseload Versus NEXT HIGHEST (Jackson)	4,004	13.4%
Levy Caseload Versus Lowest (Suwannee)	6,641	24.5%

	<u>\$ Per Case Less</u>	<u>% Difference in \$/Case</u>
Levy \$/Case Versus Peer Group Average	\$ (6.77)	-18.3%
Levy \$/Case Versus NEXT LOWEST (Jackson)	\$ (4.78)	-13.6%
Levy \$/Case Versus HIGHEST (Okeechobee)	\$ (12.40)	-29.0%

REQUESTED REMEDY

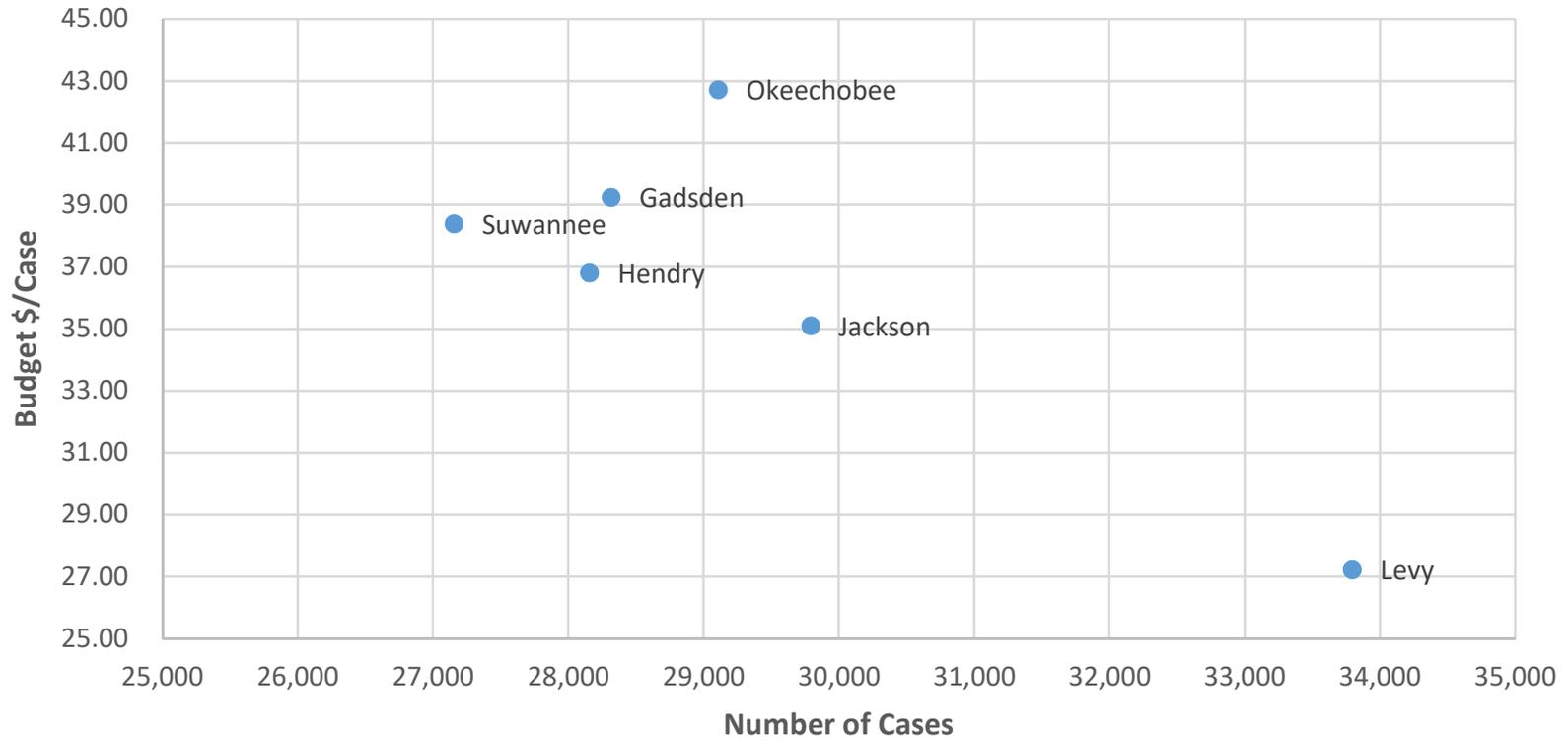
Entry Level Court Clerk Wages (2 FTE)	\$ 54,080
FICA Employer Taxes	\$ 4,137
FRS Employer Contributions	\$ 4,581
Health Insurance	\$ 19,200
Life Insurance	\$ 120
Total Payroll Costs	\$ 82,118
Operating Budget Restoration to 2014 Levels	\$ 22,419
<b>Total Funding Request</b>	<b>\$ 104,537</b>

### Total Allocation



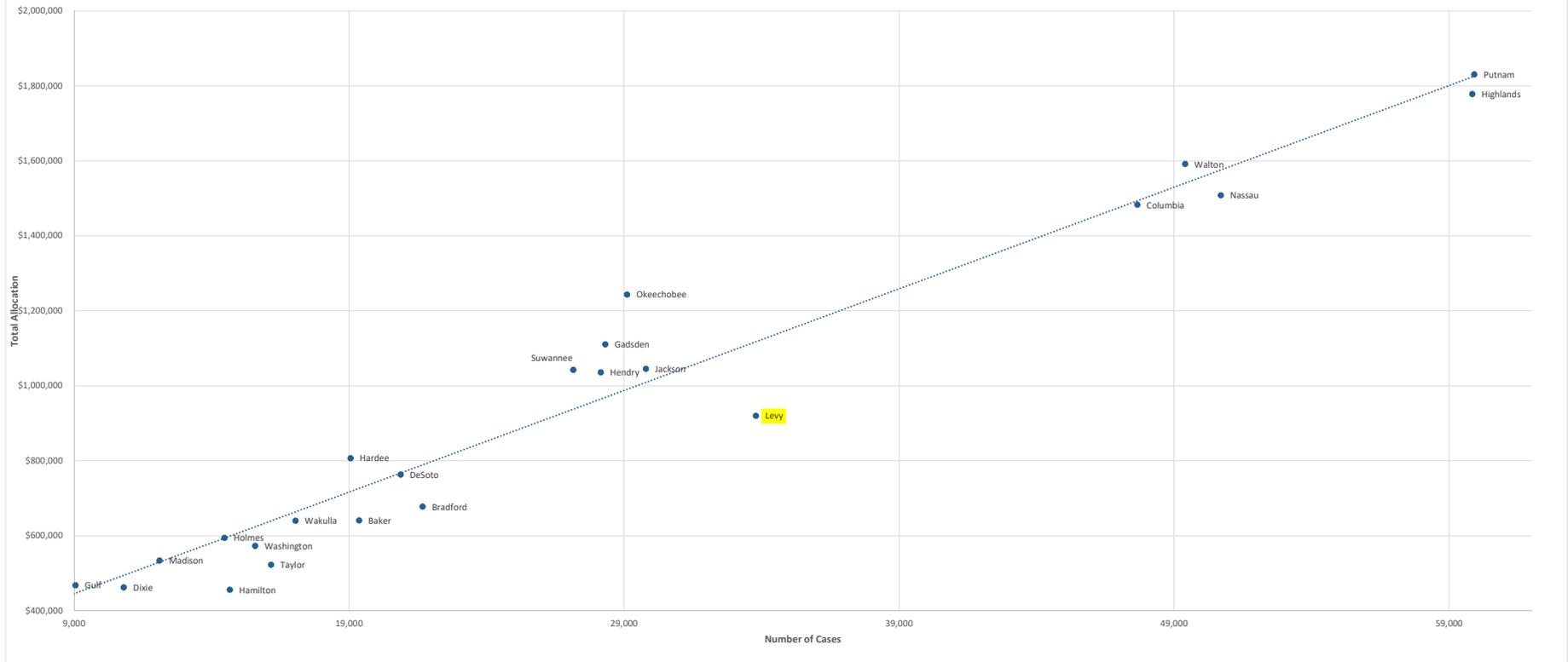
This graph demonstrates how Levy County has the most cases and the lowest allocation in its

### Budget \$s Per Weighted Case

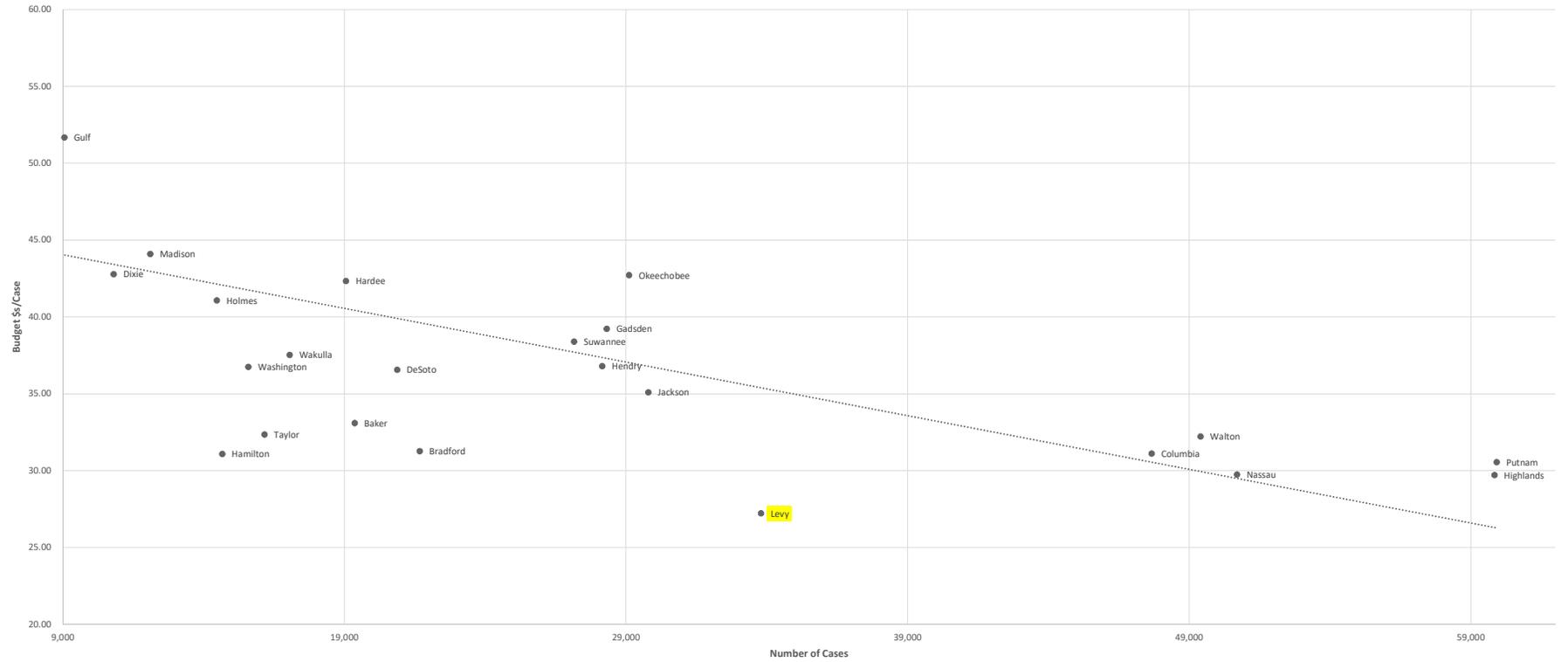


This graph demonstrates how Levy County has the most cases and the lowest per case allocation in its peer group

Per Groups 2 through 5 - Number of Cases and Total Allocation



Per Groups 2 through 5 - Number of Cases and Budgeted \$ Per Case



**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Marion
Contact	Staci Winston
E-Mail	Staci@marioncountyclerk.org

FTE	
Personnel	\$221,217
Operating	
Capital	
TOTAL	\$221,217

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

As a result of years of underfunding and budget cuts, we eliminated ten (10) positions in the past. Underfunding also prevented us from providing cost of living and/or merit increases to staff.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Our request of \$221,217 is to provide a \$0.50 per hour pay increase to all court employees, with the exception of management. We have been unable to offer competitive salaries which has lead to difficulty in finding qualified applicants. Increasing salary will hopefully help us recruit qualified applicants as well as maintain our long-term employees and job knowledge.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This request will be recurring as it is for salaries.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

A recent review of salaries in our community for customer service related positions resulted in the following (see attached).

Marion County BCC, Customer Staff Assistant I (Veterans Court Services) \$13.39 hourly / \$27,851 annual minimum  
 Marion County BCC, Customer Service Specialist, (Parks & Public Works) - \$14.31 hourly minimum / \$29,765 annual minimum

Aldi \$16 - \$25 per hour  
 Panera Bread \$28,300 per year  
 Walgreens \$27,000 per year  
 ZipRecruiter provides the average hourly pay for Customer Service jobs in Ocala is \$15 per hour

**Position Line Item Budget grouped by Fund, Department Code**  
 Marion County Board of County Commissioners

Fiscal Year 2020

Position and Classification	Account	FY 2020 Budget	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget
<b>000001 General Fund</b>						
<b>2465 Veterans Court</b>						
<b>2465 Veterans Court</b>						
10163 [REDACTED] - 6025 Staff Assistant I						
	512101 Regular Salaries & Wages	27,851	27,851	27,851	27,851	27,851
	521101 FICA Taxes	2,131	2,131	2,131	2,131	2,131
	522101 Retirement Contributions	2,359	2,359	2,359	2,359	2,359
	523101 Health Insurance	10,032	10,835	11,702	12,638	13,649
	523401 Life, AD&D, LTD	186	186	186	186	186
	524101 Worker's Compensation	59	59	59	59	59
	Position # 10163 Budget:	42,618	43,421	44,288	45,224	46,235
	FTE:	1.00	1.00	1.00	1.00	1.00
	Org Code 2465 Veterans Court Budget:	42,618	43,421	44,288	45,224	46,235
	FTE:	1.00	1.00	1.00	1.00	1.00
	2465 Veterans Court Budget:	42,618	43,421	44,288	45,224	46,235
	FTE:	1.00	1.00	1.00	1.00	1.00
<b>6120 Parks &amp; Recreation</b>						
<b>6120 Parks &amp; Recreation</b>						
NEW2039 [REDACTED] - 6205 Customer Service Speci						
	512101 Regular Salaries & Wages	29,765	29,765	29,765	29,765	29,765
	521101 FICA Taxes	2,277	2,277	2,277	2,277	2,277
	522101 Retirement Contributions	2,521	2,521	2,521	2,521	2,521
	523101 Health Insurance	10,032	10,835	11,702	12,638	13,649
	523401 Life, AD&D, LTD	199	199	199	199	199
	524101 Worker's Compensation	63	63	63	63	63
	Position # NEW2039 Budget:	44,857	45,660	46,527	47,463	48,474
	FTE:	1.00	1.00	1.00	1.00	1.00
	Org Code 6120 Parks & Recreation Budget:	44,857	45,660	46,527	47,463	48,474
	FTE:	1.00	1.00	1.00	1.00	1.00
	6120 Parks & Recreation Budget:	44,857	45,660	46,527	47,463	48,474
	FTE:	1.00	1.00	1.00	1.00	1.00
	000001 General Fund Total Budget:	87,475	89,081	90,815	92,687	94,709
	FTE:	2.00	2.00	2.00	2.00	2.00
<b>105000 County Transportation Maintenance Fund</b>						
<b>4121 Transportation Department</b>						
<b>4121 Transportation Department</b>						
10826 [REDACTED] - 6205 Customer Service Specia						
	512101 Regular Salaries & Wages	29,765	29,765	29,765	29,765	29,765
	521101 FICA Taxes	2,277	2,277	2,277	2,277	2,277
	522101 Retirement Contributions	2,521	2,521	2,521	2,521	2,521
	523101 Health Insurance	10,032	10,835	11,702	12,638	13,649
	523401 Life, AD&D, LTD	199	199	199	199	199
	524101 Worker's Compensation	63	63	63	63	63
	Position # 10826 Budget:	44,857	45,660	46,527	47,463	48,474
	FTE:	1.00	1.00	1.00	1.00	1.00
	Org Code 4121 Transportation Department Budget:	44,857	45,660	46,527	47,463	48,474
	FTE:	1.00	1.00	1.00	1.00	1.00
	4121 Transportation Department Budget:	44,857	45,660	46,527	47,463	48,474
	FTE:	1.00	1.00	1.00	1.00	1.00
	105000 County Transportation Maintenance Fund Total Budget:	44,857	45,660	46,527	47,463	48,474
	FTE:	1.00	1.00	1.00	1.00	1.00
	Report Total - Budget:	132,332	134,741	137,342	140,150	143,183
	FTE:	3.00	3.00	3.00	3.00	3.00



Hiring Immediately



## Aldi Jobs

Available In 34471

 \$16 - \$25 per hour

 Applicants needed

 Position Available

Enter Zipcode

34471



Apply

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 Ocala, Florida Area

Search



### Associate salaries

Ocala, Florida Area

[View jobs](#)

All years of experience

Estimated salary

Base salary

**\$28,300** /yr

Range: \$22K - \$36K

Total compensation ⓘ

**\$28,300** /yr

Range: \$22K - \$36K

Industry estimate

Histogram will be displayed after 20 responses

How much do professionals with the title Associate make at Panera Bread?

The average salary for the role of Associate at Panera Bread in Ocala, Florida Area is \$28,300. This salary estimate is based on salaries at similar companies submitted by LinkedIn members who have the title "Associate" in Ocala, Florida Area.

### Additional Compensations for the role of Associate in Ocala, Florida Area at Panera Bread

No additional compensation reported

Does this look accurate?



[Send additional feedback](#)

 Search for job titles and companies

 Ocala, Florida Area

Search



## What is the salary for the Customer Service Specialist role at Walgreens?

Estimated salary

[View jobs](#)

All years of experience

Estimated salary

Base salary

**\$27,000** /yr

Range: \$20K - \$36K

Total compensation ⓘ

**\$27,400** /yr

Range: \$20K - \$38K

Industry estimate

Histogram will be displayed after 20 responses

### Additional Compensations for the role of Customer Service Specialist in Ocala, Florida Area at Walgreens

No additional compensation reported

Does this look accurate?



[Send additional feedback](#)



Search job title or keyword, Ocala, FL

Jobs

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Post a Job

Sign In

Yearly

Monthly

Weekly

Hourly

\$7.35

Ocala, FL Average

\$25.31

\$15<sub>/hour</sub>

### Customer Service Sales Representative Salary Comparison by Location



As of Aug 1, 2019, the average hourly pay for the Customer Service Sales Representative jobs category in Ocala, FL is \$15 an hour.

While ZipRecruiter is seeing hourly wages as high as \$25.31 and as low as \$7.35, the majority of wages within the Customer Service Sales Representative jobs category currently range between \$11 (25th percentile) to \$17 (75th percentile) in Ocala, FL. The average pay range for a Customer Service Sales Representative job varies little (about \$6), which suggests that regardless of location, there are not many opportunities for increased pay or advancement, even with several years of experience.

Based on recent job postings on ZipRecruiter, the Customer Service Sales Representative job market in both Ocala, FL and the surrounding area is very active.



Search job title or keyword, Ocala, FL

Jobs

Messages

Profile

Post a Job

Sign In

## Average Customer Service Sales Representative Salary in Ocala

	Salary Range (Percentile)		
	25th	Average	75th
<b>Annual Salary</b>	\$22,924	\$30,786	\$34,811
<b>Monthly Salary</b>	\$1,910	\$2,566	\$2,901
<b>Weekly Salary</b>	\$441	\$592	\$669
<b>Hourly Salary</b>	\$11	\$15	\$17

## Browse More Salaries

[How Much Do Customer Service Sales Representative Jobs Pay per Year?](#)

[What Is the Average Customer Service Sales Representative Salary by State?](#)

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## Get New Jobs Emailed to You Daily

1,737+ Customer Service Sales Representative Jobs

within 25 miles of Ocala, FL

Enter your email

By clicking the button above, I agree to the ZipRecruiter Terms of Use and acknowledge I have read the Privacy Policy, and agree to receive email job alerts.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Martin
Contact	Kerry Sees
E-Mail	ksees@martinclerk.com

FTE	3.20
Personnel	\$125,400
Operating	\$120,000
Capital	
<b>TOTAL</b>	<b>\$245,400</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

This office assumed approximately a \$39,000,000 liability of stagnant files. Additional staff is needed to research the old cases for compliance and collections history and renew collection efforts. Our office needs additional these resources to provide the necessary focus on continued collections and compliance efforts while adequately staffing our court proceedings and meeting our service and compliance standards in the various court divisions. In addition, we face the challenge of degrading paper court files without adequate staff to dedicate to back-scanning and verifying the file contents. We are also faced with increased requests for historic court records and the challenge of providing rapid access while maintaining timeliness standards in our active case files.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are requesting 2 additional FTEs to enhance our compliance and collections efforts and support the workload associated with our existing judicial partners. In addition, we are requesting funding of 1.2 FTEs in our Court Records Management division to support the back-scanning, verifying and production of our historic paper court files. To further assist in access to court records, we are requesting operating funds for the purchase and implementation of artificial intelligence software.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The associated personnel and benefit cost would be on-going and would continue for the duration of the positions' existence. The requested artificial intelligence funding provides for the implementation and first year cost of the software.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Our office supports a total of 8 Judges and 3 Magistrates which is higher than our Peer Group average. Magistrates were added during the years when there were systematic budget cuts and no additional funding or FTEs were allocated for these new Magistrates.

Our office implemented a program that partners with local organizations to provide employment for college students and adults with special needs. These non FRS eligible employees work in our Court Records Division assisting in the back-scanning, verifying and production of our historic paper court files. These positions significantly reduce the workload on our full-time clerk staff while providing opportunities to the individuals in the program. Due to the budget limitations in recent years we have been unable to expand the program.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



<b>County</b>	Monroe
<b>Contact</b>	Pam Radloff
<b>E-Mail</b>	pradloff@monroe-clerk.com

<b>FTE</b>	0.00
<b>Personnel</b>	\$72,154
<b>Operating</b>	\$153,000
<b>Capital</b>	
<b>TOTAL</b>	\$225,154

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

The \$72,154 of Personnel Costs being requested represents the difference between the Monroe County Clerk's FY 20 Needs-Based budget of \$3,650,562 and Clerk's approved FY 20 operational budget. For a number of years, the Clerk's CCOC budget has not been sufficient and, as a result, Monroe County has been voluntarily supporting the Clerk's Court Operations. The funding provided by Monroe County is not statutorily-mandated and is used to fund the deputy clerks' salary and fringe benefits beyond what has been provided by the CCOC. We are requesting the \$72,154 in Personnel Costs to make the Clerk's operational budget whole in FY 20 so we can reduce our reliance on County funding for the Clerk's court operations.

The \$153,000 of Operating Costs being requested represents the consultant costs for assisting us to fix the mapping in our Odyssey case management system. In the past year we have found a consultant, a former Hillsborough County employee, who has the expertise to assist us in correcting the system's mapping which will allow us to provide more consistent and reliable case management information. In addition, improved mapping will allow us to prepare a more complete Assessment and Collection report for the Florida Association of Court Clerks.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The request of \$72,154 will provide the funding requested in the Monroe County Clerk's needs-based FY 20 budget for its court operations. In past years Monroe County has been willing to cover the shortfalls in the Clerk's Court budget. However, there is no guarantee that the County will be able to continue to be this generous in supporting the Clerk's court operations.

The request of \$153,000 will allow us to do needed improvements to our case management system which, in turn, will help us improve the reliability and consistency of required reporting. In the past year we have made great strides in diagnosing the problems with the mapping in our Odyssey case management system. Now that we have identified the problems, our next step is to make the needed corrections in the system's mapping. However, to make these corrections will require a level of expertise and knowledge of Odyssey beyond what our current staff possess. We have found a consultant with this expertise and the ability to train staff to manage the system on an on-going basis. We believe that if we make the investment to work with the consultant over the next year we can correct the mappings and train our staff to properly manage the case management system on an on-going basis.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The \$72,154 of Personnel Costs being requested would be recurring. The Personnel Costs are on-going costs that should be statutorily funded by the CCOC, not Monroe County.

The \$153,000 is a one-time consultant cost. The consultant costs are estimated at \$85/hour and would require an estimated 1,800 hours for this project. The proposed project includes training in-house clerk staff on how to manage the case management system on an on-going basis.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The Monroe County Clerk's Office continues to face issues with recruiting and retaining qualified staff for our deputy court clerk positions. Because of the lack of affordable housing and other economic factors that impact life in the Keys, it difficult to attract the limited labor pool to come work at Clerk's Office. One reason is that our counterparts in the County (e.g., the other Constitutional Officers and the Board of County Commissioners) are able to offer higher starting salaries. We are requesting the CCOC's consideration to provide us funding as we requested in our FY 20 Needs-based budget to help position our Office so we have the funding to compete with other employers for qualified staff.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Nassau
Contact	Rob Crawford
E-Mail	rcrawford@nassauclerk.com

FTE	2.00
Personnel	\$47,629
Operating	
Capital	
TOTAL	\$47,629

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Years of underfunding has caused a dramatic decrease in our FTEs. One of the areas adversely impacted has been our Historic Courthouse location. This is a full service location (with the exception of Injunction cases) that employs 1.75 Article V FTEs. Until 2016 a Circuit Judge was assigned to that location, so there was no requirement of court attendance by clerk staff. In 2017 our Administrative Judge assigned the presiding Circuit Judge to our main location, and assigned our presiding County Judge to our Historic Courthouse location. With the exception of one weekly court, the County Judge now presides over all other courts at that location, all of which require a clerk, and in some cases two clerks, to be in attendance. Our office has managed this shift by sending clerks from our main location to cover certain courts. When only one clerk is required, staff assigned to that location attend court, leaving only one staff member to attend the public counter. Our county is experiencing growth at a rapid rate. With that growth our County Criminal and Criminal Traffic cases are on the rise. We are also anticipating the growth of the County Civil cases due to the recent legislative change in damage amounts, which will result in additional court sessions. Our County Judge, per Administrative Order, also presides over Veterans Court at that location. One of the other areas that have lost FTEs due to budget has been our Civil Department. Our Civil Department includes all Circuit Civil, County Civil, Family Law/Injunctions, and Probate. At this time we are experiencing a larger volume of Domestic Violence Injunction/ Injunction cases, and longer court sessions due to a change in Circuit Judges. With cross training rotations in that department, we only have one clerk at a time assigned to this case type. There is a real need for an additional clerk in order to facilitate these cases timely, as well as for court attendance. Our office has also been noticed by our Administrative Judge that an additional case management court for Injunctions will soon be implemented, requiring a clerk's attendance. At this time we have six clerks and a supervisor assigned to that department.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Part one of our request is for 1 FTE to be assigned to our Historic Courthouse location. For reasons stated above, this has been a need since our change in 2017, which is a more crucial need with the anticipated increase in County Court Cases. Part two of our request is for 1 FTE to be added back to our Civil Department in order to meet the demands of the time consuming, yet crucial, duty of Domestic Violence Injunctions/Injunctions.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

Our request for 2 additional FTEs will be on a recurring basis. The 2 FTEs we are requesting are already included in our 2020 requested budget. The difference between our 2019 operating budget and our 2020 requested budget after receiving the 3% increase is \$82,318. We are currently projected to receive \$34,689 for our weighted cases increase which would reduce our need to \$47,629. Any reduction in our amount allocated for weighted cases would increase the \$47,629.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

As previously stated, our office had a new Administrative Judge assigned this past year. In communicating needs for the future he has notified our office that he intends to extend our assigned magistrate's hours, and is planning to add a new magistrate position. We have an established Mental Health Court, Veterans Court and are expecting an Administrative Order establishing a Drug Court within the next few months. The changes in our Judiciary and forward thinking create many benefits for our citizens, but we must be properly staffed in order to keep up with the demands that will come with those changes.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Okaloosa
Contact	JD Peacock
E-Mail	jdpeacock@okaloosaclerk.com

FTE	1.00
Personnel	\$69,853
Operating	\$5,000
Capital	\$0
<b>TOTAL</b>	<b>\$74,853</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Due to decreased funding our office reorganized to meet the needs of the public and other stakeholders. We consolidated our siloed public facing areas to a broader based customer service team working in both court and official records applications as customers present themselves. After consolidating customer service and, based on the recommendation of the Internal Auditor, we centralized the operational cashing functions to a single team vs cashing at the customer service levels using multiple cash drawers, to minimize risk of theft and fraud. The information gleaned from using a centralized cashier model has led to many opportunities for increased efficiencies for the centralized cashier, the customer service teams and finance teams, by minimizing the scope of training and expanding the responsibilities of the central cashing functions. While transitioning to centralized cashing is a new process the actual process in which transactions are cashiered, reported and balanced remains the same. In the central cashing model the objectives of the cashier and the financial staff are no longer similar and the use of multiple systems to cashier transactions has become in itself a hinderance to our efforts to gain efficiencies. The cashiers are balancing to the drawer while GL account balancing and reconciliations remain difficult for the financial teams due to the lack of an automated interface between operations and clerks financial systems. The Case Maintenance System and Official Records System are good at what they do, however the financial intake of each program is cumbersome and not well designed for serving the public.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are seeking a specialized position (Project Manager) to research, coordinate and develop a stand-alone Point of Sale type system to be used by the centralized cashier team. The system will be independent of the standard Clerks systems and will pass transactional payment information to and from both the Case Maintenance System and the Official Records system allowing the centralized cashier to take and post payments into both systems. Due to the stand-alone nature of the application we are free to utilize more public friendly offerings like payment plan management allowing customers to pay their payment plans directly to the cashiers bypassing customer service setup, saving valuable time. This new system will significantly reduce the scope of training and error reoccurrence for the centralized cashier keeping the focus on serving the public. The application will also have a finance management module allowing the finance teams to get the transaction information in a more meaningful way including interfacing with the current financial application bridging the gap between operational systems and the financial systems allowing for a smoother reconciliation and GL account balancing process. This new system will allow us to further consolidate our efforts to seek efficiencies in cumbersome processes by deploying technology enabling every person the opportunity to perform to their fullest potential. It is anticipated that during the developement of this improvement the project manager will identify additional process improvements in our court customer service functions.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

We are requesting funding of the project manager position including minimal operational support costs. We will supplement this specific project with funding from our records modernization fund. It is anticipated that the return on investment will lower personnel costs in the cashing functions of the office as well as financial receipting and reconciliations.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

While the project manager will be concentrating on this specific project to start, the position will also work with our court managers to identify and implement improved procedures.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Orange
Contact	mike murphy
E-Mail	mmurphy@myorangeclerk.com

FTE	5.00
Personnel	\$199,560
Operating	\$120,000
Capital	
<b>TOTAL</b>	<b>\$319,560</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1) We have tens of thousands of active payment plans currently in our office. Our current staff assigned to collections activities are unable to keep up with the workload involved in maintaining these plans and providing appropriate assistance to customers, such as contacting them about payments due or missed, helping with plan modifications to accommodate changes in ability-to-pay issues, or dealing with non compliance issues such as license suspensions and sending cases to collection agencies.

2) In Orange County, there is an AO that designated a Court Administration staff to manage guardianship cases. The Clerk performs many of the statutory duties related to guardianship, but is not fully performing all duties as outlined in statute.

3) A high profile murder case in Orange County, the Markeith Loyd case, is scheduled to begin in late September/early October and we were just notified that it is the expectation of the court that jurors will be sequestered for up to a month (total estimated time for trial and sentencing phases). The current allocation of jury dollars to clerks statewide is inadequate. In Orange County, the allocation is not sufficient for normal jury operations and will not cover the additional anticipated costs of this trial.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

1) We are requesting the addition of 4 Deputy Clerk FTEs for assistance in the collections area of our office to deal with backlog as well as to assist with implementing improvements to current processes, including setup and monitoring of payment plans, contacting customers about payments, modifying plans for changes in ability to pay or employment status and tracking compliance with plans.

2) Due to recent events regarding one specific guardian, and the media attention that has resulted, we believe it would be prudent for the Clerk to take a more active role in the guardianship function, especially since these are statutory duties of the Clerk. We are requesting an additional experienced FTE to increase the level of work we perform in the guardianship area.

3) We are requesting reimbursement for lodging, meals, incidentals and jury service costs for this trial. Since we do not receive enough funding to cover our current jury services costs, we will need these additional funds so that we do not have to reduce our court related funding.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

1) As had been requested in our FY19 and FY20 Original Budget requests, and noted in our FY18 request, we had requested 4 FTEs to assist in our collections area. The amount included in our FY20 budget submission is \$159,648 (\$39,912 x 4 deputy clerk FTEs). These would be recurring costs for our office.

2) The amount for an experienced position that will be brought into the guardianship area is \$39,912 (we are using a deputy clerk FTE cost as we are still determining what the skill set and salary requirements would be for this position). We anticipate this will be a recurring cost.

3) Based on the costs we incurred for the Casey Anthony trial in FY11, we estimate the costs for lodging, meals, incidentals and jury service payments for 30 days to be \$120k. This would be a one-time cost for FY20.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

1) No additional comments.

2) Regarding the additional funding in the guardianship area, it is possible we may consider using an external 3rd party to do higher level audits as well as doing random reviews of audits performed throughout the year. Since we have not fully researched what would be the best approach for this effort, we are including in our request a new FTE.

3) Regarding the Markeith Loyd trial, it is currently being discussed whether the two alleged murders will be tried together or as separate trials. If it is decided that two separate trials are needed and the jurors for the second trial are also sequestered, the amount requested above could double. Also, if venue changes in this trial, it is possible that the costs for the trial could fall on another Clerk's office. Should this occur, we would ask that these funds be moved from our budget to the other Clerk's budget. If two trials are held and one is moved to another venue, we would need the requested funding for the trial in our county but would consider discussion on allocation of funds.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Osceola
Contact	Gladymir Ortega
E-Mail	gladymir.ortega@osceolaclerk.org

FTE	9.00
Personnel	\$659,000
Operating	
Capital	
<b>TOTAL</b>	<b>\$659,000</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

1)Due to years of underfunding, and Article V adjustments since 2016, Osceola has incurred a 28% reduction of court staff (Estimated \$450,000) over time. In 2016, court funds requested 144 FTE's for FY17; in 2017, staff was reduced to 122, and reduced again in 2019 to 104. In addition, Osceola has been required to cover a new court (will be sharing a new judge with Orange County), however no funds were allocated to for those activities. The new judge is currently being supported with temporary staff that the Clerk office will not be able to sustain unless additional future budgetary funding requests are fulfilled. Thus, Osceola court is requesting nine additional staff in total; 4 Civil court personnel, and 5 Criminal court personnel.

2)Pursuant to Amendment 10, the duties of the County Accountant, Clerk of the Board, and Clerk of the Value Adjustment Board will be restored to the Osceola Clerk's office as of January 5, 2021. This requires that a comprehensive transition of these duties be strategized and realized by that same date. Additional resources are required from three current positions (3) to ensure the smooth transition into these 3 major functions.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

1)\$450,000 for 9 additional court (Criminal and Civil division) employees funding is estimated at \$50K per staff and will be a long- term need. The additional staff will also assist in revenue collections in all departments, and provide support to our new judge.

2)\$209,000 for Amendment 10 staff that will support the transition of the Osceola County Clerk to Clerk &Comptroller.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

1)Funds requested are a long-term need for the nine positions

2)The funds estimated to compensate at \$209,000 will be a one-time budget until the Clerk office assumes its restored duties and the Osceola BOCC will further fund these positions with County resources.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

1)The population in Osceola County has increased from 2010 to July 2018 by 37%, while funding levels are continually decreasing. Funding for the nine employees will assist the Osceola Clerk to continue as a donor County.

2)Compensation for Amendment 10 changes are happening now prior to transition in January 5, 2021. The one-time funds will support the training and transition to all Amendment 10-related restored functions.



## OSCEOLA COUNTY CLERK OF THE CIRCUIT COURT

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- CFY1920 FUNDING REQUEST
- PRESENTED BY: GLADYMIER ORTEGA, COMPTROLLER
- SEPTEMBER 5, 2019

ALL TOPICS	Q	Osceola County, Florida
Population estimates, July 1, 2018, (V2018)		367,990
Population		
Population estimates, July 1, 2018, (V2018)		367,990
Population estimates base, April 1, 2010, (V2018)		288,683
Population, percent change - April 1, 2010 (estimates base) to July 1, 2018, (V2018)		37.0%
Population, Census, April 1, 2010		288,685
Age and Sex		
Persons under 5 years, percent		▲ 6.2%
Persons under 18 years, percent		▲ 24.4%
Persons 65 years and over, percent		▲ 13.2%
Female persons, percent		▲ 50.7%
Race and Hispanic Origin		
White alone, percent		▲ 79.4%
Black or African American alone, percent (a)		▲ 13.9%
American Indian and Alaska Native alone, percent (a)		▲ 0.8%
Asian alone, percent (a)		▲ 2.9%
Native Hawaiian and Other Pacific Islander alone, percent (a)		▲ 0.3%
Two or More Races, percent		▲ 2.8%
Hispanic or Latino, percent (b)		▲ 55.3%
White alone, not Hispanic or Latino, percent		▲ 30.8%
Population Characteristics		
Veterans, 2013-2017		15,343
Foreign born persons, percent, 2013-2017		19.9%
Housing		
Housing units, July 1, 2018, (V2018)		153,495
Owner-occupied housing unit rate, 2013-2017		80.4%
Median value of owner-occupied housing units, 2013-2017		\$164,500
Median selected monthly owner costs -with a mortgage, 2013-2017		\$1,345
Median selected monthly owner costs -without a mortgage, 2013-2017		\$439
Median gross rent, 2013-2017		\$1,129
Building permits, 2018		9,759

# CENSUS



# OSCEOLA COUNTY CLERK OF THE CIRCUIT COURT FACTS

## Osceola County Clerk Office FY1920 Requesting for Additional Funding Court Funds

	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Forecast 2019
<b>Sept - Aug</b>					
Revenues	\$ 8,733,712	\$ 8,253,168	\$ 7,766,807	\$ 8,105,776	\$ 8,787,073
Comparison 2015		\$ (480,544)	\$ (966,905)	\$ (627,936)	\$ 53,361
<b>FTE's</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
	136.27	144.33	122.26	106.47	113.04
Court Funds	\$ 7,022,309	\$ 6,695,668	\$ 6,212,290	\$ 6,295,048	\$ 6,535,519
10%IT	\$ -	\$ 354,293	\$ 284,757	\$ -	\$ -
Juror	\$ -	\$ 287,917	\$ 258,192	\$ 258,192	\$ 258,192
Total Budget	\$ 7,022,309	\$ 7,337,878	\$ 6,755,239	\$ 6,553,240	\$ 6,793,711
% Lost FTE's		5%	12%	10%	7%
\$ Lost Funds	\$ -	\$ (326,641)	\$ (810,019)	\$ (727,261)	\$ (486,790)

## AMENDMENT 10

- FCCC letter dated January 10, 2019 – “For Amendment 10 to be implemented properly, the planning process must start now”.
- Memo by Christ Hart, CEO, dated December 27, 2018 – “The transferred duties will be returned to the clerk on January 5, 2021”.
- To stay abreast of changes and a smooth implementation by January 5, 2021, additional resources are needed from three current clerk positions.

## FACTS

- **EXPONENTIAL POPULATION GROWTH:** Osceola County showed an increase of 37% in population since 2010. The housing rate from 2013-2017 is at 60.4% and is expected to keep increasing.
- **FUNDING MODEL:** Budget cuts due to unsustainable funding model resulted in trending decrease of 7 % of our court staff.
- **BUDGETARY IMPACT:** In the past 5 years, Osceola funding reduced by \$486K and 23 FTE's. Revenues have fluctuated based on the economy and the staff available to perform the court functions, therefore less funding is available to assist as a donor county.
- **TURNOVER:** Osceola is constantly looking for long-term court employees but our salary levels are not competitive with the market, therefore employees do not stay post-training.

## CAUSE AND EFFECT

- Although the Clerk revenue collection has been matched to five years ago, we could have exceeded this amount with the additional court staff required to fully perform the court functions.
- The 7% reduction of staff in 2017 included the elimination of five management positions that would have been able to hire and train court staff needed to support increased revenue collections.
- Pursuant to Amendment 10, the duties of the County Accountant, Clerk of the Board, and Clerk of the Value Adjustment Board will be restored to the Osceola Clerk Office as of January 5, 2021. This requires that a comprehensive transition of these duties be strategized and realized by that same date. Additional resources are required from three current positions into these 3 major functions.

## FTE REQUEST

- Requesting additional staff of nine (9) FTE's to perform the duties necessary to support our County and others as required by statute. (Estimated \$450,000)
- Two (2) FTE's staff to support new 9<sup>TH</sup> Judicial Circuit Judge (shared with Orange County).
- Three (3) FTE's cashiers for criminal to support our demographic increase and revenue collection.
- Four (4) FTE's cashiers for civil to support our demographic increase and revenue collection.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Pasco
Contact	Chris Mettler
E-Mail	cmettler@pascoclerk.com

FTE	
Personnel	\$800,000
Operating	
Capital	
<b>TOTAL</b>	<b>\$800,000</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Primary Issue: The Pasco County Clerk & Comptroller's Self Insurance Fund has been underfunded since clerks' budget challenges began in 2009. In the past five years, over \$6.9 million has been contributed to court-related health insurance costs by other areas of our organization. That is, on average, a 57% annual court-related funding shortfall. Funding has been supplemented by recording revenue and other general fund revenue needed for technology. In recent years, prescription claims have spiraled upward to thresholds not previously thought possible, and medical claims have likewise escalated. A document with graphs is attached for your convenience.

Other funding issues:

- 1) In the coming twelve to eighteen months, a pay study will need to be completed so our office may remain competitive in attracting and retaining talent. In FY 16-17, our turnover rate was 20.19%, and it increased to 21.12% in FY 17-18 due to our inability to pay competitively. This year, a pay adjustment was implemented and we have seen a decrease in turnover. Our County government, however, is planning to complete another pay study in FY 19-20, and we will have to compete with those results. Also, other Constitutional Officers in Pasco pay higher starting rates. For example, our Tax Collector's Office rate for entry-level positions is \$15.00 per hour.
- 2) Another challenge will be encountered when our Records Modernization Fund is depleted in FY 19-20; carried-over monies were used to improve technical infrastructure since FY 13-14, when we had over \$2.5 million in usable funds. We are projected to begin FY 19-20 with a little over \$300,000 in that fund for technological maintenance and upgrades. General fund monies that used to supplement court-related health costs since 2013 must now be directed toward paying for long-term IT project planning.
- 3) There is a high degree of indigency, resulting in over \$900,000 being waived over the last six years alone (see attached document for graph).
- 4) Pasco receives limited traffic revenue, as compared with other members of Peer Group 10. In FY 17-18, Pasco's traffic outputs were under 12% of the peer group's total, whereas the county with the most traffic cases had approx. 29% of the total. According to a study commissioned by the CCOC in recent years, traffic activity is an indicator of a county's ability to sustain its budget requirements. In FY 17-18, Pasco's traffic revenue comprised 28% of its total revenue, while other peer group members' traffic revenue comprised between 39% and 44% of theirs.
- 5) Pasco is now, uniquely, the last county of Florida's 67 to go paperless. We are required, per AO 2014-011, to maintain two case management systems – fully electronic and fully on paper (paper case files). A survey administered by the FCCC several months ago determined Pasco was severely behind the curve in automation. Justice partners delayed a decision on which judicial viewer to use. Therefore, over \$1 million is currently being spent on paper, paper-related items such as case file folders, and the labor to make paper case files accessible to users.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

\$800,000 is being requested because this is the amount needed to keep our organization and its group health insurance program viable. General fund, supplemental revenue is no longer sufficient to cover court-related group health insurance costs. The Pasco Clerk & Comptroller's Office is currently working with the Pasco County BCC on a group health insurance solution that was not previously available; there is potential for savings.

**FISCAL IMPACT**

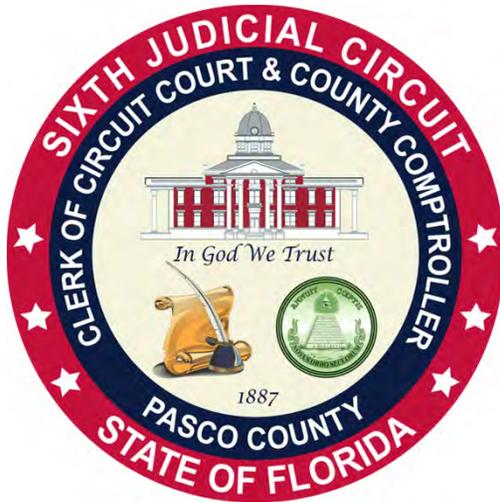
Please provide information on the fiscal impact of the funding request.

If this request is granted, the Pasco Clerk & Comptroller's group health self-insurance and technology programs will not collapse in FY 19-20.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

- 1) Pasco County Clerk & Comptroller court-related revenue does not sufficiently support the workload.
- 2) An already aggressive effort has been escalated to gain better support from our Chief Judge, circuit judges, and other justice partners so we may advance the effort to go paperless. The Court selected a judicial viewer (JAWS) and training is being scheduled with judges. Once greater success is achieved, Pasco will be able to reduce redundant efforts and will use attrition to decrease the size of the team.
- 3) A reduction of office staffing under the current requirements is not an option because we support two full-service courthouse locations in Pasco, which are 37 miles and 60 minutes apart.
- 4) Due to a recent Clerk retirement, transition costs are estimated to be approximately \$24,000, not including labor costs of salaried teammates. In closing, our office acknowledges that this request appears to be a recurring one, but we feel the combination of efforts currently underway (to find a more economical healthcare solution, partner with the judiciary to implement a judicial viewer, and eliminate the maintenance of paper case files) will have enough of an impact to avoid a similar request next year. Please see the attached supporting document with graphics that summarize some of our ongoing challenges. Thank you for your consideration.



## **Office of Nikki Alvarez-Sowles, Esq. Pasco County Clerk & Comptroller**

# **ADDITIONAL CFY 2019-2020 FUNDING**

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September 2019



# PRIMARY ISSUE

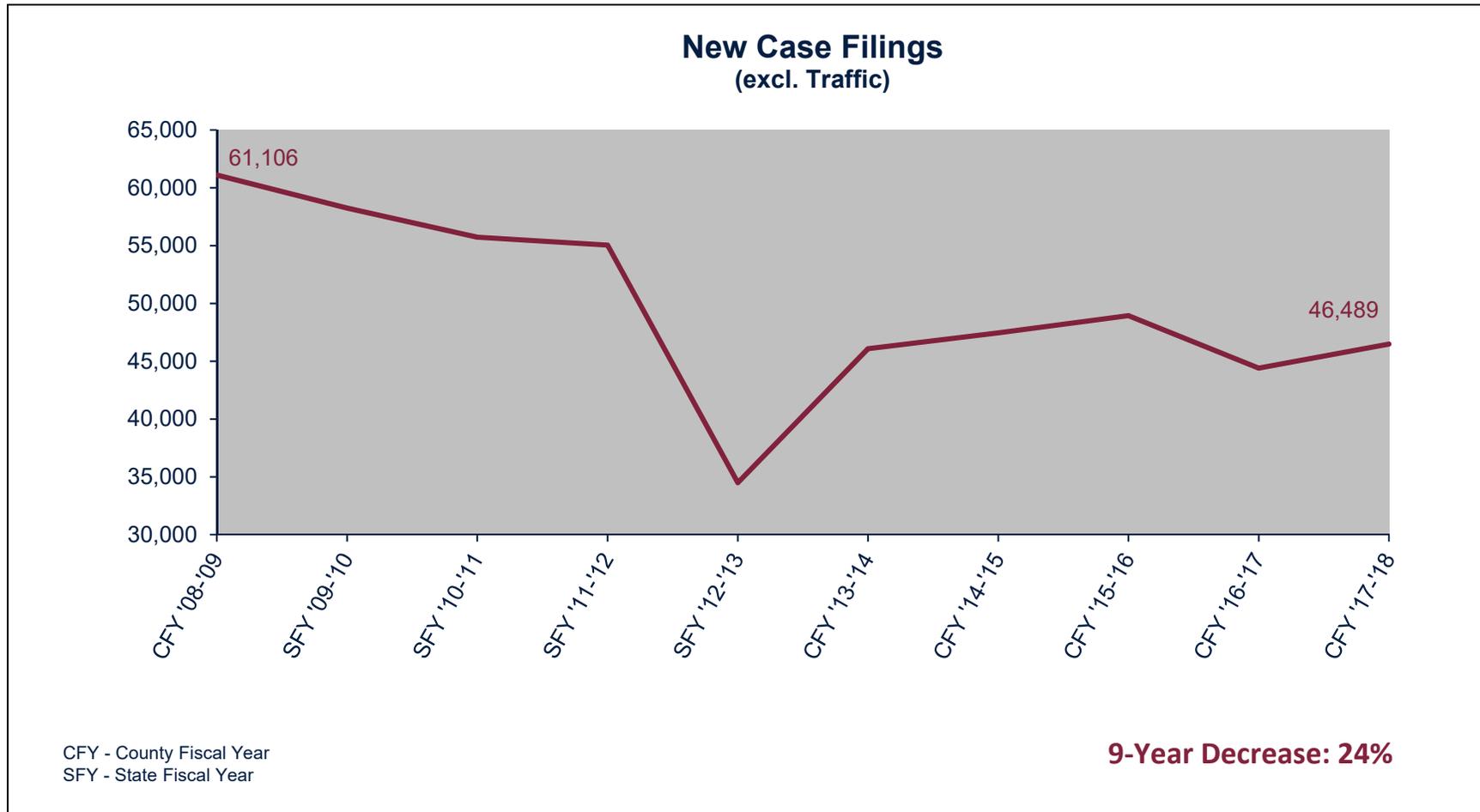
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**The Pasco County Clerk & Comptroller's health self-insurance program has been underfunded since 2009 due to:**

- **decreased revenues disproportionate with workload changes, and**
- **healthcare costs that have increased an alarming rate over time**



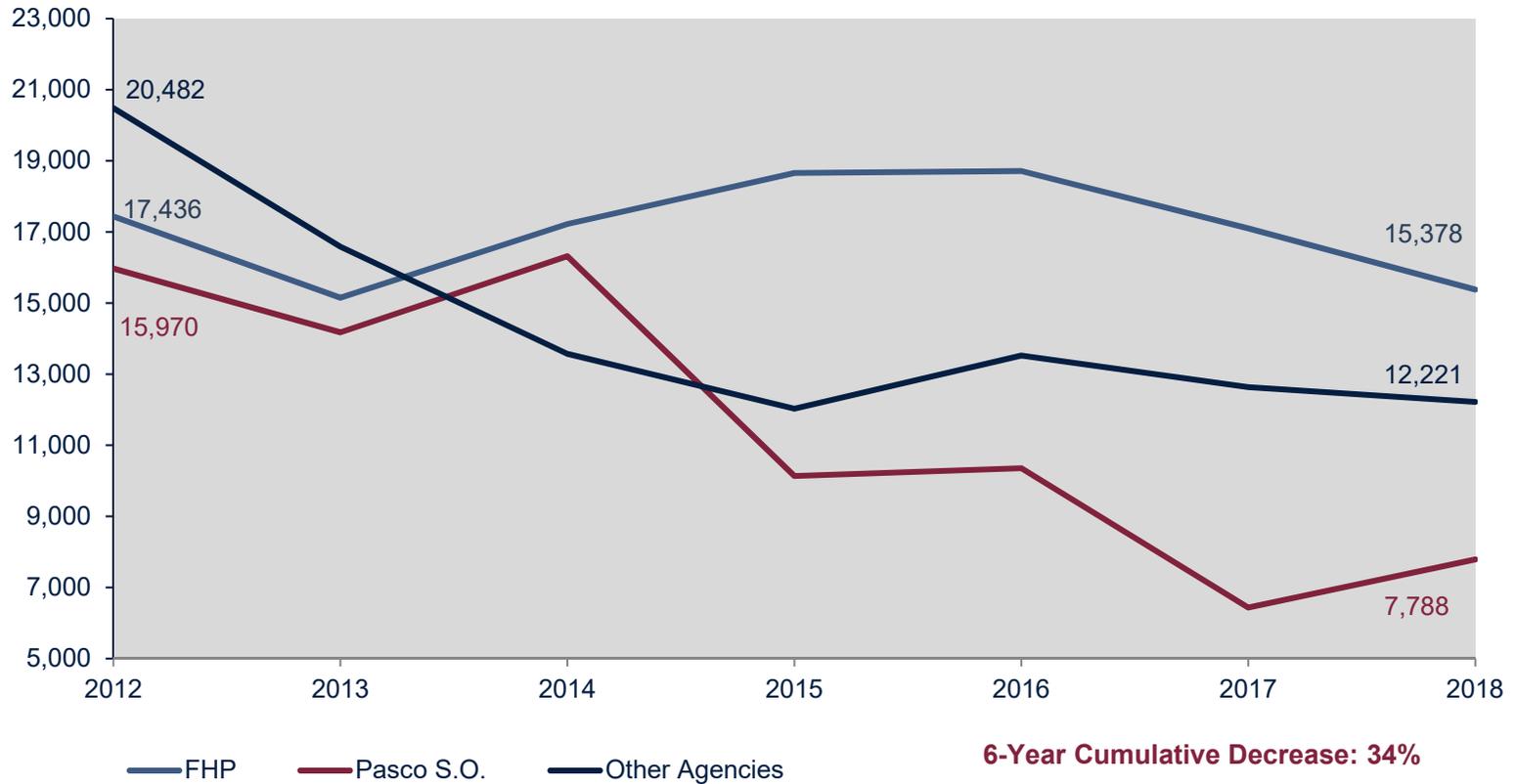
# PRIMARY ISSUE





# PRIMARY ISSUE

## Traffic Infraction Citations Filed by Agency



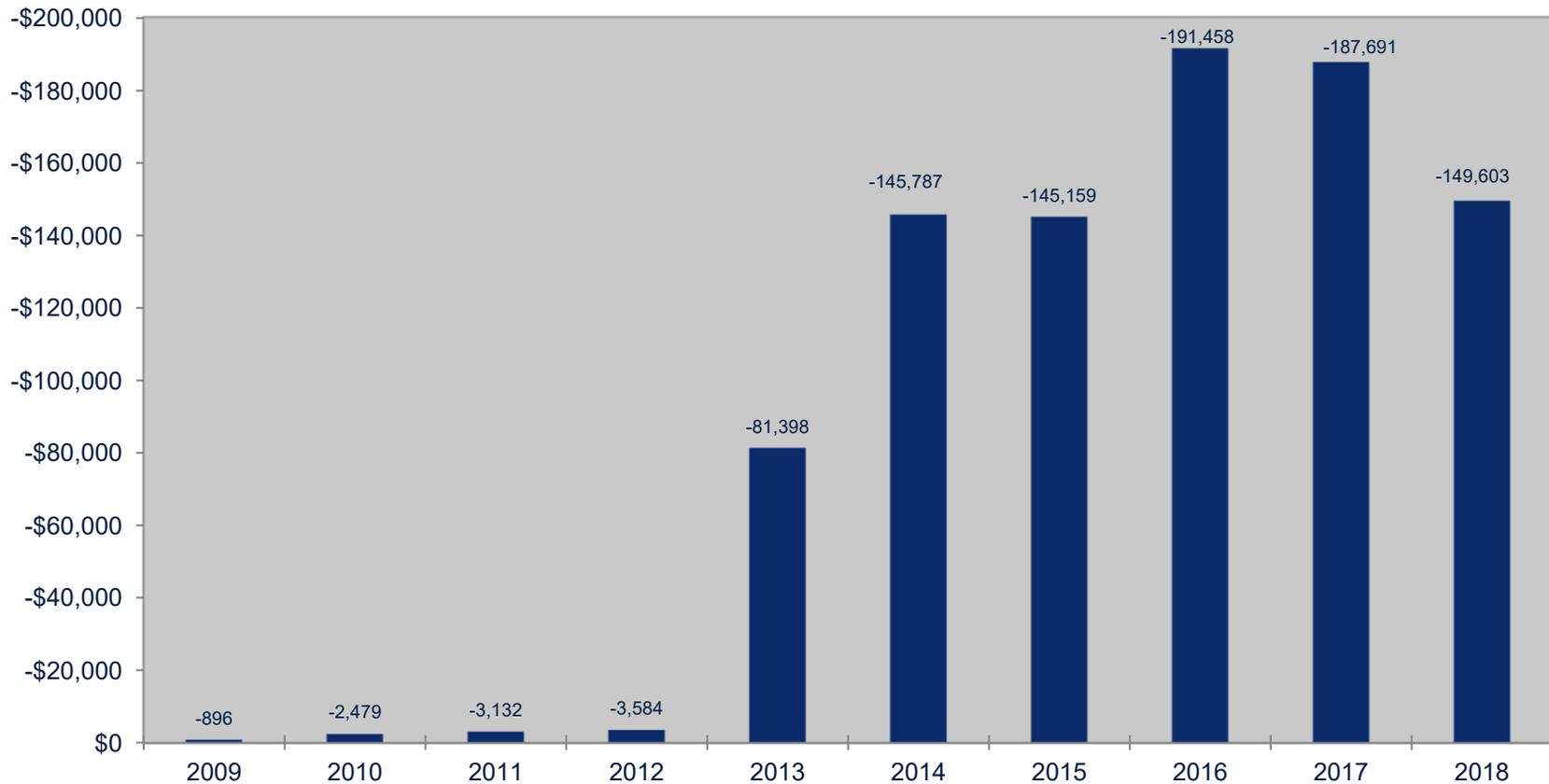
**6-Year Cumulative Decrease: 34%**

**28% of Pasco's court revenue**  
**39% - 44% Some of our peers' revenue**



# PRIMARY ISSUE

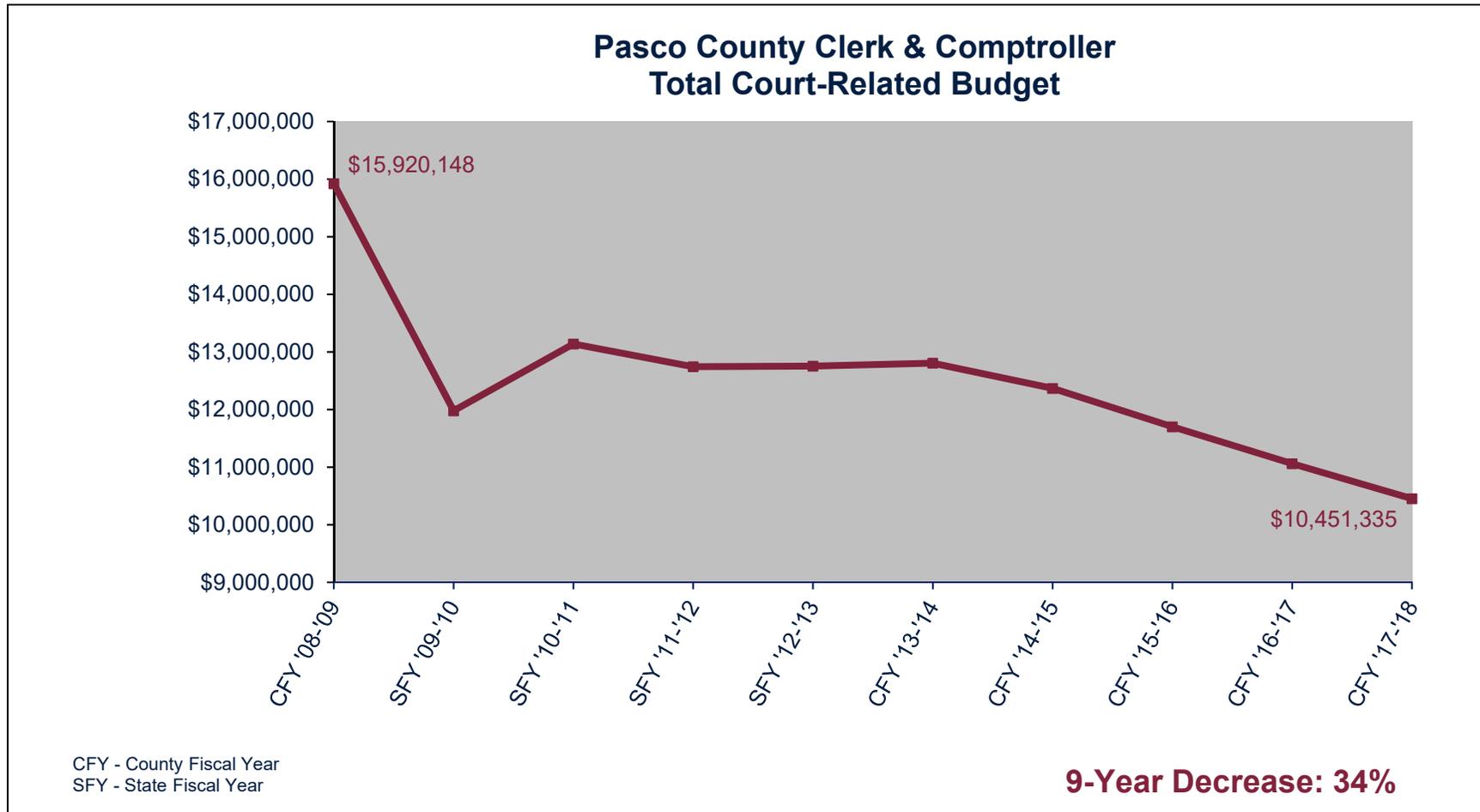
### Clerk Revenue Lost Due to Indigence



**\$900,000 waived over last 6 years**



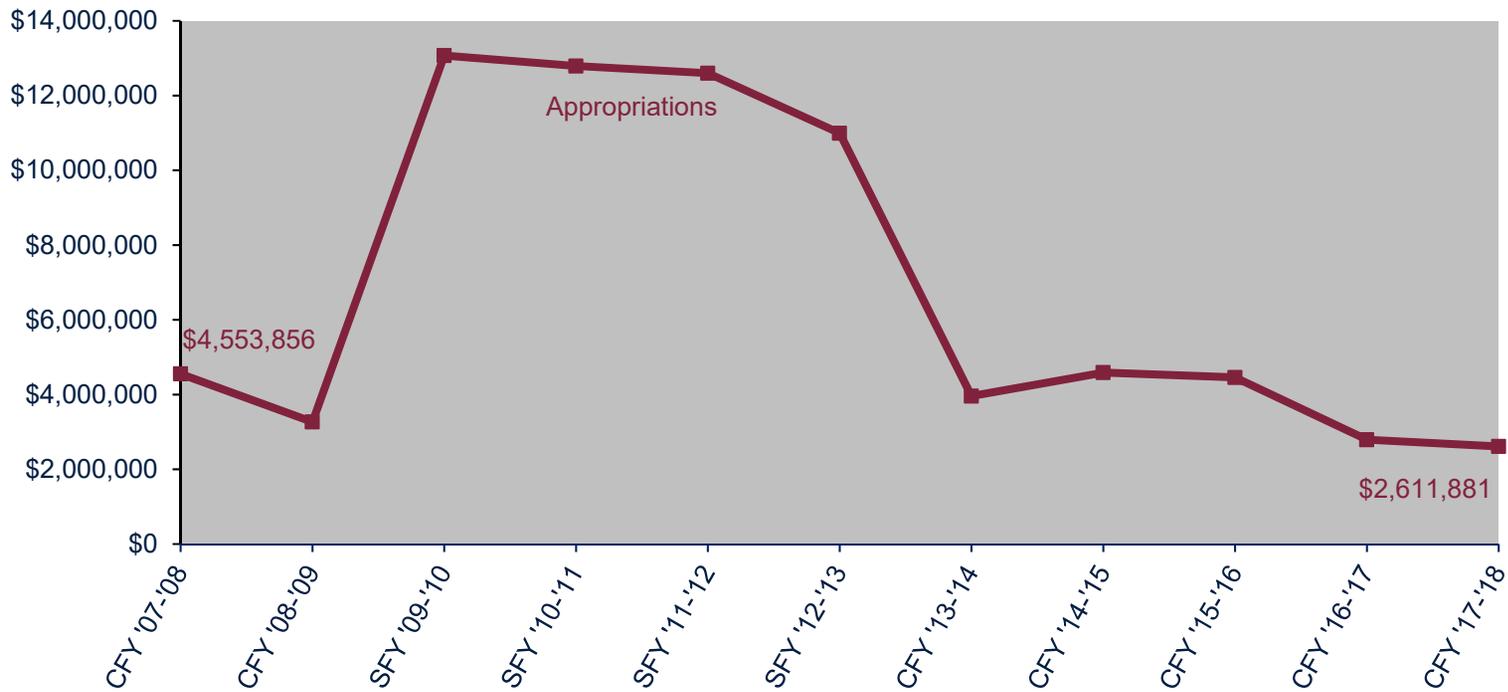
# PRIMARY ISSUE





# PRIMARY ISSUE

### Monies Received from Clerks Trust Fund



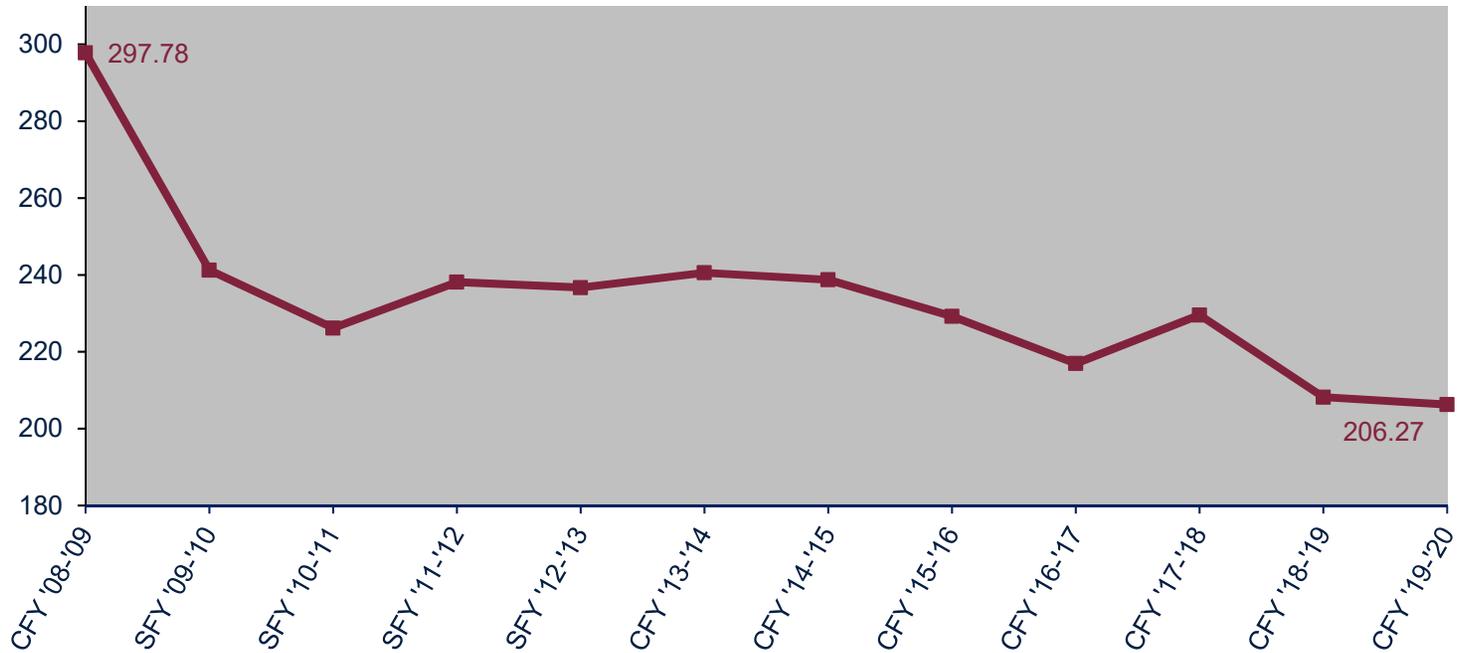
In appropriations from SFY '09-'10 through SFY '12-'13.  
 CFY - County Fiscal Year  
 SFY - State Fiscal Year

**10-Year Decrease: 43%**



# PRIMARY ISSUE

### Pasco County Clerk & Comptroller Court-Related FTE's

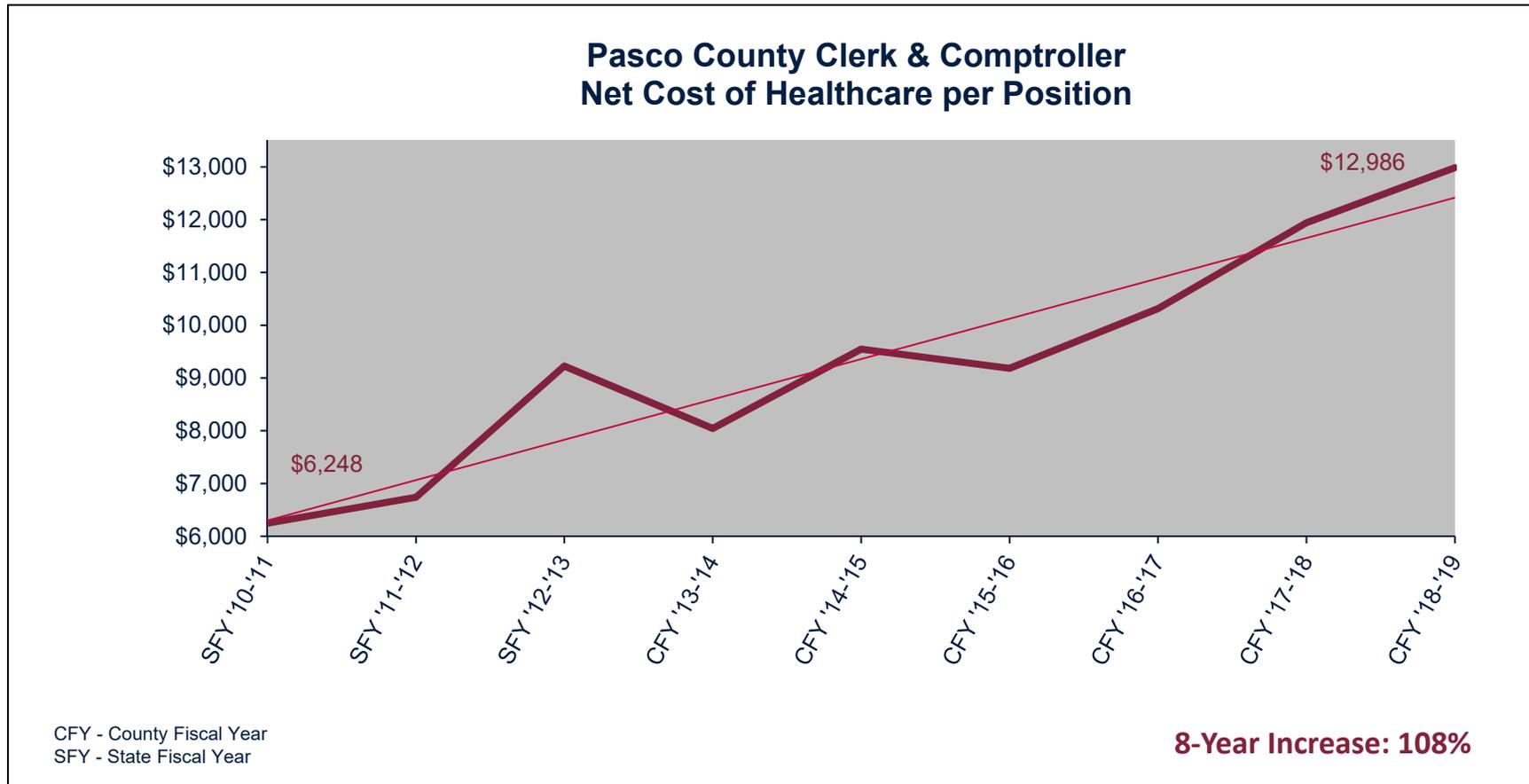


CFY - County Fiscal Year  
SFY - State Fiscal Year

**Decrease: 31%**



# PRIMARY ISSUE





# PRIMARY ISSUE

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## Healthcare Expenses:

- **\$6.9 million court-related shortfall over last five years.**
- **Only able to cover 43% of its expenses.**
- **Recording revenue and monies that should be going toward technological advances have been supplementing the court-related insurance obligation.**



# ADDITIONAL FUNDING ISSUES

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- **Teammate issues:**
  - **Attracting and retaining talented teammates**
  - **Competitive pay**



# ADDITIONAL FUNDING ISSUES

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- **Records Modernization Fund:**
  - **Carry-over fund balance will be depleted in CFY 19-20.**
  - **Fund had \$2.5 million in CFY 13-14.**
  - **Now has \$300,000 for CFY 19-20.**
  - **Expect \$340,000 revenue in CFY 19-20.**
  - **Typically, \$700K - \$950K is spent.**



# ADDITIONAL FUNDING ISSUES

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- **Paper, paper everywhere!**
- **AO 2014-011** requires our office to maintain two case management systems – fully electronic and fully on paper (paper case files).





## **OTHER CONSIDERATIONS**

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- **Locations –Two full-service courthouses, 1 hour and 37 miles apart.**
- **Data Transparency Pilot – Costs to date are \$30,377, and are estimated to be approx. \$342,000 in FY 19-20.**
- **Clerk Retirement – Approx. \$30,000 in hard costs for transition.**



# OUR REQUEST

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**Additional \$800,000 for FY19-20**



# SOLUTIONS

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- **Joined the County's self-insurance plan beginning in CFY 19-20.**  
Savings: \$233,000+
- **Judicial Viewer – Will significantly reduce paper case files (and contents).**  
Savings: \$95,000
- **Auto Docket Pilot– Could eliminate need for FTE to docket interim pleadings from ePortal.**  
Savings: ~ 1 FTE per 85,000 documents



# QUESTIONS

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**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County Pinellas  
 Contact Connie Daniels/ Jeanette Phillips  
 E-Mail mypinellasclerk.org; jphillips@mypinella

FTE	9.00
Personnel	\$481,694
Operating	\$7,000
Capital	
<b>TOTAL</b>	<b>\$488,694</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Recent changes to the law such as, Amendment 4, changes to the Guardianship Audit review requirements (shortened timeframe), Criminal Justice Data Transparency, Domestic Violence case confidentiality changes and Uniform Case Reporting requirements created added task and responsibilities for the Clerk. These changes along with years of reductions to the court budget resulting in ongoing staff cuts in all court departments has created the need for these additional positions. Pinellas County faces extra challenges because we have four court locations and two Records Management departments. We summons jurors for three of the four court houses and notify parties for court hearings for all four locations. Pinellas has 16 Law Enforcement agencies that service the 24 municipalities and the State Attorney's Office all issuing cases requiring Clerk processing. These continuous law changes and historical reductions impacted our offices in numerous ways, such as increased error rates, increased wait times at the counter and on the phone. It also impacts our ability to assign resources to focus on collections, this harms Clerks, trust funds and the general revenue fund of the state.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The requested 9 FTE's will assist in providing services in several departments that will address the impact of the law changes and historical staff reductions. The focus will be on the following services and tasks:

**COLLECTIONS**  
 Re-establish of outbound calls  
 Send payment reminder letters  
 Increase collection efforts through phone calls, text reminders and through web site

**LAW CHANGES**  
 Amendment 4  
 Case Reviews and verification of outstanding obligations  
 Guardianship Audit Review  
 Auditing cases within 60 days  
 Criminal Justice Data Transparency  
 Collecting and verifying data to be submitted to FDLE  
 Domestic Violence  
 Ensure cases remain confidential until Respondent is served  
 Uniform Case Reporting Requirements  
 Verifying, correcting and submitting case data to OSCA

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The focus will be on increasing our collection rate, meeting performance standards in all areas and complying with recent law changes. The actual dollar amount the added staff will increase collections is unknown at this time, however, we expect at least an increase of \$350,000. The added cost of these FTEs will be offset by these increased collections, improved customer service, accuracy of data quality and compliance with ongoing law changes.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The additional funding requested will assist the Clerks in numerous ways including improved collection rates, customer service, and data quality which equals higher levels of customer service, reduced wait times, and the ability of Clerks to assist customers in ways that may lead to decreases in overall license suspensions.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Putnam
Contact	Sherry Mehl
E-Mail	sherrymehl@putnam-fl.com

FTE	0.98
Personnel	\$125,000
Operating	\$0
Capital	\$25,000
<b>TOTAL</b>	<b>\$150,000</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Multiple issues to address: turnover and rehiring in a tight labor market; pending loss of key employees; lack of training/development resources; high benefit costs to employees; wage compression and excessive subsidy from BOCC.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are asking for an additional 8% (\$150k) to cover a 3% COLA for all employees (\$55k); a merit pool to resolve some of the wage compression caused by turnover in a very tight labor market, including increased competition with our BOCC (\$45k); funding for an employee training/development program to help us replace key employees departing soon (\$25k). Lastly, reducing our reliance on the BOCC for funding of equipment for administrative support staff (25k).

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

We will be able to hire/retain more capable employees. We will be able to increase training and development of new and existing staff, particularly those employees identified as future leaders of our management team. We will be able to upgrade the equipment used by our administrative staff. All actions intended to improve speed and accuracy of customer service, productivity and accuracy.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

No direct IT support so our staff has to play a much larger role in Clericus upgrades/updates, especially those related to implementing technology/service improvements; we receive little benefit from economies of scale; our rural county demographics and potential for economic improvement, have led to county health insurance plans with very high premiums and deductibles. We would be extremely happy, for our employees - new and existing, to obtain an increase beyond the \$150k requested above. With an additional \$37k authorized, we will be able to subsidize employee health premiums by \$1,000 per employee per year. This should further improve our ability to hire/retain the best employees in our area. THIS AMOUNT IS NOT INCLUDED IN THE \$150K REQUESTED ABOVE.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Saint Lucie
Contact	Shai Francis
E-Mail	franciss@stlucieclerk.com

FTE	
Personnel	
Operating	\$115,336
Capital	
TOTAL	\$115,336

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

The demand for accurate readily-available public information is one of biggest operational, customer service and financial issues clerks are currently facing. At present the Clerk receives arrest reports in paper form and uses full time staff to manually review and perform data entry of their contents into the Clerk's Benchmark case management system. The Clerk wishes to automate this process, freeing up data entry resources to perform other activities for their office. In addition, the Clerk's office manually reviews and accepts court e-filings as they arrive at the FCCC portal. The Clerk wishes to automate this process as well, freeing up data entry resources and providing the ability to receive and process e-filings on a 24x7x365 basis.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

The Clerk requests funding of the CSI AI subscription cost as the Intellidact Artificial Intelligence (AI) and RPA technology will assist staff in performing data entry tasks while providing higher levels of service and improved consistency of data available to the judiciary and public. Upon completion of the above two process automations, the Clerk will continue to expand upon process automation utilizing Intellidact AI and RPA to automate additional manual Clerk workflow processes. The technology will ultimately improve redaction processing, decrease staffing costs and eliminate docketing backlogs.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The funding request will allow for reduced FTE's with a projected reduction of \$120,000 in staffing costs per year once the technology is fully operational. The initial yearly subscription cost is \$196,241.00 with an annual subscription cost of \$199,241.00 ( 2nd year) forward.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.



791 Piedmont-Wekiwa Road - - Apopka, Florida 32703  
 Phone: 407-598-1800 - Fax: 407-598-1879 - Email: sales@csisoft.com

# QUOTE

Date 06/26/19	Quote # CSIQ7016-03	Valid Until 7/26/2019
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**Sold To:** St. Lucie Clerk of Court  
 Tanya Green  
 PO Box 700  
 Fort Pierce, FL 34954  
 United States  
 Phone: 7724626901

**Ship To:** St. Lucie Clerk of Court  
 Tanya Green  
 PO Box 700  
 Fort Pierce, FL 34954  
 United States  
 Phone: 7724626901

**Intellidact AI process automation for e-filing 3M pages/year. Redaction provided at no additional charge.**

Terms Prompt Payment	Rep Henry Sal	P.O. Number	Ship Via
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**Special discounts applied for prompt billing and payment. Additional \$35,000 end of month discount applied and no charge for TotalCase functionality for purchase and payment prior to 7/26/2019.**

**Actual software subscription start will be upon Clerk activation of software in their production environment or 30 days after activation in the test environment, whichever is earlier.**

Ln #	Part Number	Qty	Description	List Price	% Disc	Ext. Price
1			<b>Intellidact AI subscription fees</b>			
2	CSI-AICORE-3M	1	Intellidact AI software yearly fee - includes full functionality Intellidact AI data extraction/redaction and document classification designers, unlimited CPU machine learning engines, 3M pages/year, unlimited document types and fields and Intellidact data extraction and redaction workflow modules.	\$193,600.00	35%	\$125,840.00
3	CSI-AIKB-L1-COURTS	1	Intellidact AI basic courts knowledge base yearly fee - includes location and extraction of Case Number, Plaintiff, Defendant, Document header for docket text, Filed date, and File By data extraction base knowledge (primary data extraction requirements). Provides Intellidact information extraction / redaction designer ability to import/export/exchange knowledge and learn from production processed data.	\$9,680.00	35%	\$6,292.00
4	CSI-AIKB-L2-COURTS	1	Intellidact AI advanced courts knowledge base yearly fee - includes location and extraction of document specific extraction knowledge (secondary data extraction requirements for 10 highest volume document types as identified by Clerk). Provides Intellidact information extraction / redaction designer ability to import/export/exchange knowledge and learn from production processed data.	\$19,360.00	35%	\$12,584.00



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**Payment terms are Net 30 Days. Payments not received by the Due Date are subject to Finance Charge at rate of 18% per annum. Any professional service time required may exceed time quoted. You agree to be billed for and pay for actual time spent. Project dates are contingent upon the availability of CSI resources. Estimated lead times are approximately two weeks. Any shipping costs are not included and will be billed at actual costs. Reasonable travel and living expenses to and from CSI offices to your location will be billed at actual costs and will conform to your published organizational policies for travel and living expenses in effect at the time of any provision of services that require CSI staff at your location(s).**

The contents of this quotation including any and all attachments contain information that is confidential, privileged or legally protected. Any unauthorized use or dissemination of this information is strictly prohibited. If you have received this quotation in error, please immediately notify the sender by return e-mail message and delete all copies of the original communication including attachments. Information provided is for reference only and is subject to change.

**ACCEPTANCE OF PROPOSAL AND AUTHORIZATION TO PROCEED WITH ORDERING OF EQUIPMENT, SOFTWARE, AND SCHEDULING OF SERVICES:**

The above prices, specifications, and conditions are satisfactory, are hereby accepted. CSI is authorized to proceed with the ordering of all hardware / software, and performance of all services as specified herein.

Signature:

Date:

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Santa Rosa
Contact	Michael Burton
E-Mail	burtonm@flcjn.net

FTE	3.00
Personnel	\$157,615
Operating	\$10,000
Capital	\$0
<b>TOTAL</b>	<b>\$167,615</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

We began an internal collections department in 2014 at the cost to other departments. Over the years, we have requested funding for these positions in order to add those expenditures related to collections back to the departments where it was taken.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are requesting the funding above for our collections department in order to relieve funding being taken away from other departments. We are also requesting funding for an additional person in order to increase our collections efforts.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

Without our collections department, Santa Rosa County would have been a deficit County the past 5 fiscal years and would most likely be a deficit County this fiscal year. The total benefit to the CCOC Trust fund as a result of Santa Rosa County's collections department over the past 5 fiscal years was approximately \$7.8 million and on track to be about \$1.3 million this fiscal year.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Supporting Documentation for Santa Rosa County

	<b>2019 est</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>Total</b>
Santa Rosa County Courts Revenue (less Jury)	3,928,710	3,735,136	3,464,909	3,242,319	3,028,666	2,820,310	
Less: Revenue generated from Collections	(1,403,289)	(1,697,728)	(1,642,691)	(1,455,625)	(1,126,994)	(455,558)	
Total Revenue without collections	<u>2,525,421</u>	<u>2,037,408</u>	<u>1,822,218</u>	<u>1,786,694</u>	<u>1,901,672</u>	<u>2,364,752</u>	
Santa Rosa Budget	2,830,132	2,725,998	2,820,722	2,842,235	3,105,399	3,105,399	
Funding Santa Rosa would have required from Trust Fund	(304,711)	(688,590)	(998,504)	(1,055,541)	(1,203,727)	(740,647)	
Revenue from Trust Fund	304,711	688,590	998,504	929,409	1,203,727	740,647	
Contributions to Trust Fund with Collections	1,010,000	1,006,641	797,596	566,926	411,434	478,405	
Funding received from Trust Fund	-	-	-	(126,132)	(329,744)	(746,256)	
Total Benefit to CCOC Trust Fund	<u>1,314,711</u>	<u>1,695,231</u>	<u>1,796,100</u>	<u>1,496,335</u>	<u>1,615,161</u>	<u>1,219,052</u>	9,136,590.00

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Sarasota
Contact	Pete Ramsden
E-Mail	pramsden@scgov.net

FTE	4.00
Personnel	\$219,370
Operating	
Capital	
<b>TOTAL</b>	<b>\$219,370</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Administrative Order No. 2005-3.2; RE: Assignment of Court Clerks for Court Proceedings. Pursuant to Florida Rule of Judicial Administration 2.050(b)(6), and section 43.26(2)(d), Florida Statutes, the Chief Judge has the authority to require court clerks to attend court proceedings. At present, court clerks do not attend certain court proceedings on a routine basis. Because court clerks are not present in these judicial proceedings, however, presiding circuit and county judges are performing ministerial, case maintenance functions in the courtroom. This practice has led to delays, distractions, and inefficiency in courtroom proceedings. To remedy this problem, effective March 1, 2005, court clerks (as designated, selected, and assigned by the respective Clerk of Court) shall be present in all court proceedings to assist the circuit judges, county judges, magistrates, and hearing officers. While not encouraged, individual judges, magistrates, or hearing officers may opt out of the requirement to have a court clerk present during court proceedings; however, notice of this decision must be provided to the Chief Judge, along with reasons why a court clerk is not necessary and requires Chief Judge approval.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are requesting funding for 4 fte's at an annual cost of \$219,370 for the purpose of recouping costs associated with required deputy clerk hours to attend all court proceedings as ordered in the Administrative Order No. 2005-3.2. The additional funding will allow us to better meet the AO requirements and by providing Court Clerks in all proceedings will reduce delays, distractions, and inefficiencies in the courtroom proceedings. We evaluated how many additional hearings are covered and the cost associated due to this AO. We have determined that we are present in 7,108 additional hearings annually at additional labor costs of 4 fte's or \$219,370.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

This funding request is recurring in nature to meet the needs of the AO in place; however, if not funded in future years we will need to evaluate alternative funding sources.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

We consulted with our peer group County's and concluded that Manatee and Osceola County's are the only other Counties with similar AO's requiring Court Clerks to be present in all Court proceedings (Manatee County falls under the same AO for the 12th Circuit).

**IN THE CIRCUIT COURT OF THE TWELFTH JUDICIAL CIRCUIT  
IN AND FOR DESOTO, MANATEE, AND SARASOTA COUNTIES, FLORIDA**

**Administrative Order No. 2005-3.2**

**IN RE:           ASSIGNMENT OF COURT CLERKS  
                  FOR COURT PROCEEDINGS**

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Pursuant to Florida Rule of Judicial Administration 2.050(b)(6), and section 43.26(2)(d), Florida Statutes, the Chief Judge has the authority to require court clerks to attend court proceedings. At present, court clerks do not attend certain court proceedings on a routine basis. Because court clerks are not present in these judicial proceedings, however, presiding circuit and county judges are performing ministerial, case maintenance functions in the courtroom. This practice has led to delays, distractions, and inefficiency in courtroom proceedings.

To remedy this problem, effective March 1, 2005, court clerks (as designated, selected, and assigned by the respective Clerk of Court) shall be present in all court proceedings to assist the circuit judges, county judges, magistrates, and hearing officers. While not encouraged, individual judges, magistrates, or hearing officers may opt out of the requirement to have a court clerk present during court proceedings; however, notice of this decision must be provided to the Chief Judge, along with reasons why a court clerk is not necessary and requires Chief Judge approval.

**DONE AND ORDERED** in Manatee County, Florida, this 10th day of  
February 2005.

*original signed and filed with clerk of court*  
**Robert B. Bennett, Jr., Chief Judge**

Effective date: March 1, 2005

**Original to:**  
**Clerk of Court, Sarasota County**

**Copies to:**  
**Clerk of Court, Manatee County**  
**Clerk of Court, DeSoto County**  
**Court Administrator's Office**  
**IT Department**

### Court Clerk Costs

	FTE	Cost
Court Clerk	21.5	1,172,099
Court Clerk II	1	53,442
Court Clerk III	0	-
Court Clerk IV	4.3	244,235
Manager of Criminal	1	101,134
Manager of Venice	0.95	97,156
<b>Total Cost</b>	<b>28.8</b>	<b>1,668,066</b>

Court Clerk Costs **54,842.39** per FTE

To follow the AO it would be the quantity of the Court Clerk times the above rate per FTE  
4 FTE's per Courtroom = 4 X 54,842.39 = \$219,370

County Civil - CC		
Day	Hearings	Judges
03/01	7	2
03/04	11	3
03/05	1	1
03/06	9	2
03/07	1	1
03/08	0	0
03/11	5	1
03/12	1	1
03/13	1	1
03/14	1	1
03/15	4	1
03/18	10	3
03/19	0	0
03/20	0	0
03/21	0	0
03/22	3	1
03/25	9	3
03/26	0	0
03/27	6	2
03/28	4	2
03/29	4	1
	<b>77</b>	<b>1.24</b>
		<b>AVG</b>

Circuit Civil - CA		
Day	Hearings	Judges
03/01	8	3
03/04	27	4
03/05	137	4
03/06	14	3
03/07	14	4
03/08	7	3
03/11	22	4
03/12	6	4
03/13	5	2
03/14	9	3
03/15	4	2
03/18	10	2
03/19	12	3
03/20	0	0
03/21	11	4
03/22	5	3
03/25	34	4
03/26	24	3
03/27	70	4
03/28	66	4
03/29	15	4
	<b>500</b>	<b>3.19</b>
		<b>AVG</b>

Total		
Day	Hearings	Judges
03/01	15	5
03/04	38	7
03/05	138	5
03/06	23	5
03/07	15	5
03/08	7	3
03/11	27	5
03/12	7	5
03/13	6	3
03/14	10	4
03/15	8	3
03/18	20	5
03/19	12	3
03/20	0	0
03/21	11	4
03/22	8	4
03/25	43	7
03/26	24	3
03/27	76	6
03/28	70	6
03/29	19	5
	<b>577</b>	<b>4.43</b>
		<b>AVG</b>

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



<b>County</b>	Seminole
<b>Contact</b>	Mary Moschler
<b>E-Mail</b>	mmoschler@seminoleclerk.org

<b>FTE</b>	3.00
<b>Personnel</b>	\$146,856
<b>Operating</b>	\$12,050
<b>Capital</b>	\$0
<b>TOTAL</b>	\$158,906

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

The Seminole County Clerk would like to establish a Pro Se center, something that has been encouraged by the state. We have evaluated the need for a Pro Se center for some time, but have not had a way to fund the additional positions. We have noticed an increase in the number of Pro Se customers requesting assistance and the extra time to service these customers. Knowing that the Orange County Clerk of Courts has established a very successful Pro Se Center, several of our clerks traveled to the Orange County Clerk's Office last March to study their Pro Se operation. We have also discussed the need for a Pro Se center with our local Bar Association President who is also interested in supporting such an operation. We would want to have a local bar member on site for legal assistance, similar to the Orange model.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Based on our study at Orange County, we have determined that we will need four FTE's to staff a Pro Se center. We are requesting funding for three out of the four FTE's. The fourth position will be a transfer of an existing FTE as a result of efficiencies at our Customer Service Counter by reducing the time spent per customer. We plan to utilize four experienced employees in the center. We are requesting funding of three entry level employees to replace the current higher cost employees. We are also requesting funds for ongoing operating costs including office supplies and the printing of brochures and other forms and support materials.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

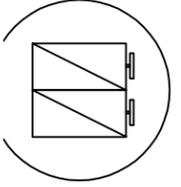
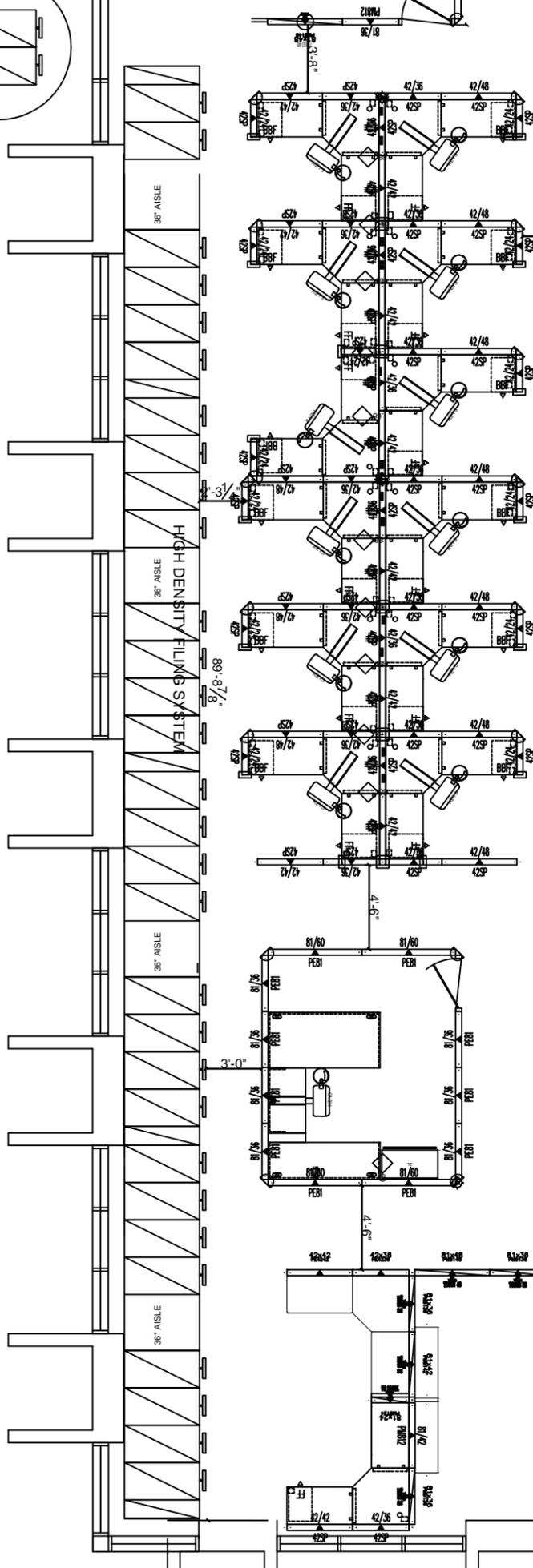
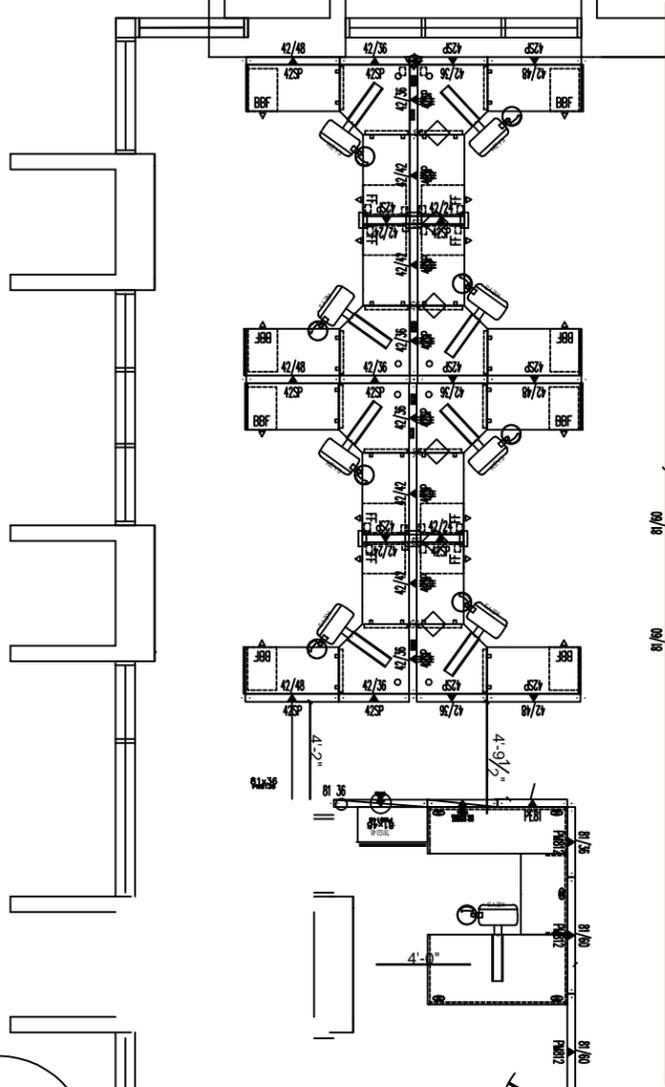
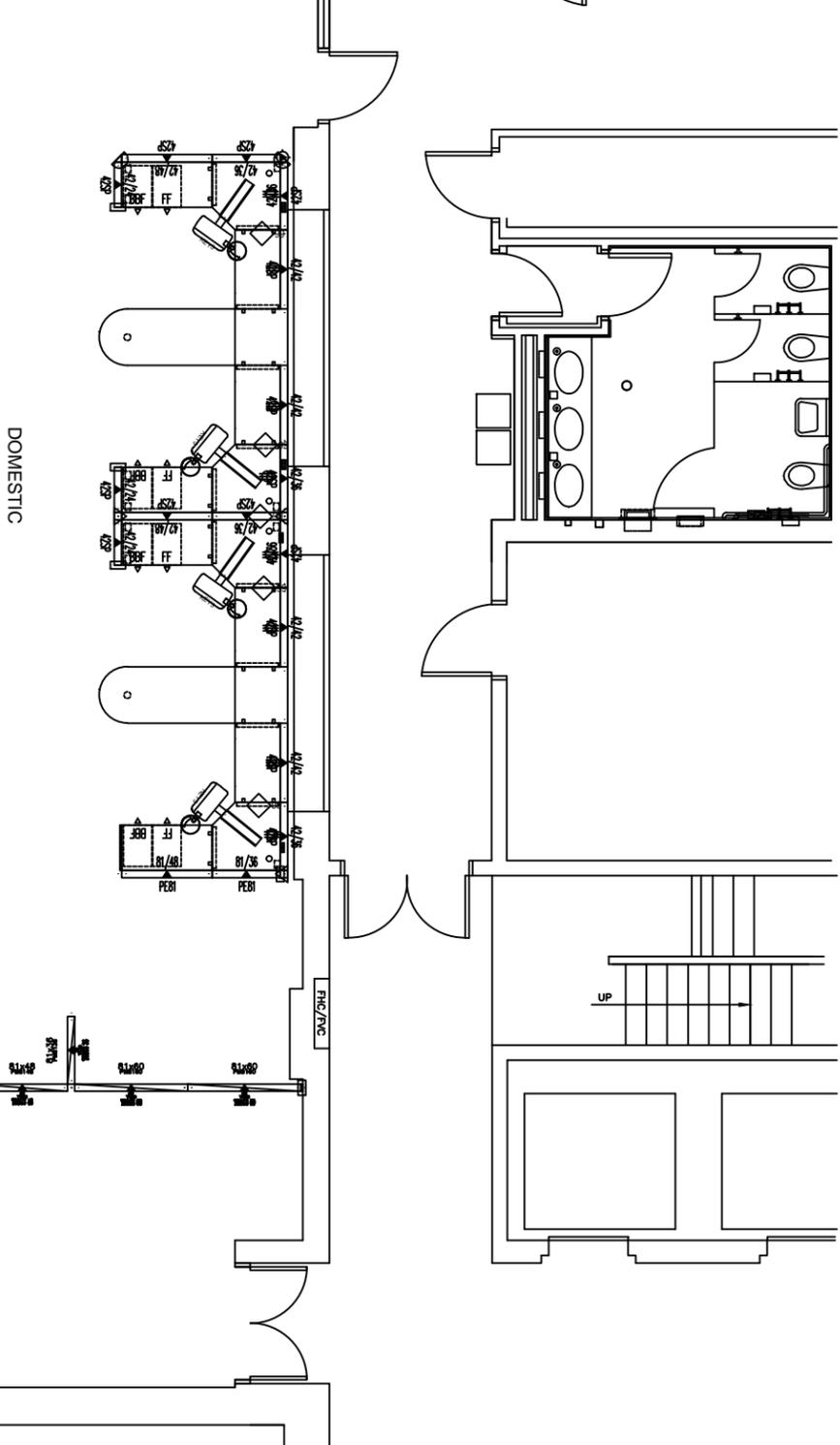
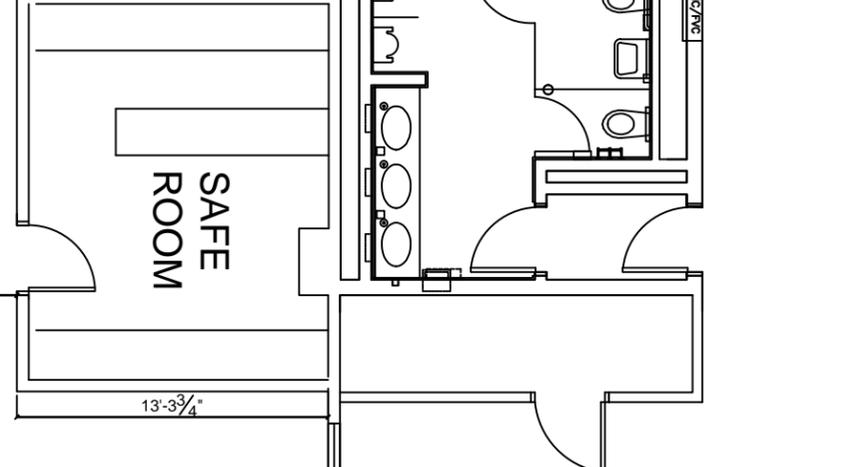
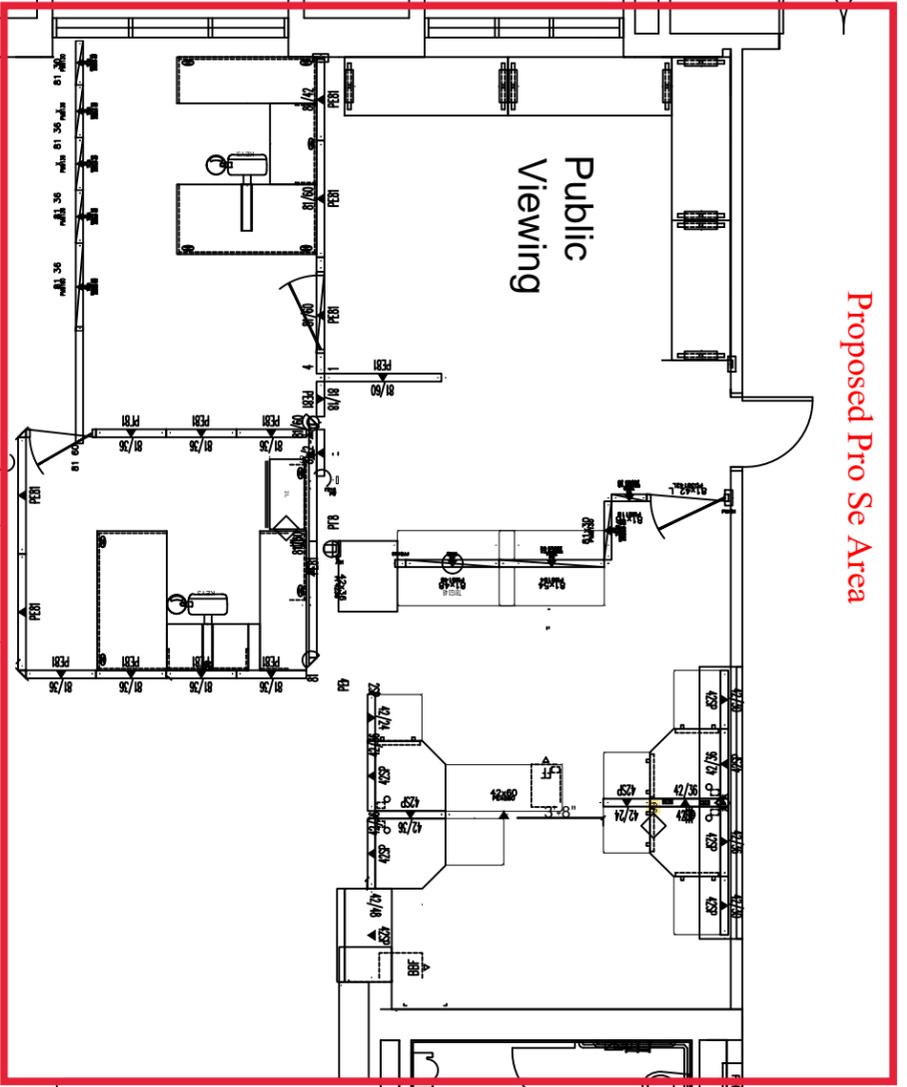
The Personnel cost above of \$146,856 reflects the salary and benefits for three positions. The Operating costs are \$850 for general operating supplies for the center plus \$1200 to print brochures, similar to brochures used in Orange County. We will also need four new computers plus several other computers for public access stations, along with other peripherals. These purchases will be funded using Trust Fund money or will otherwise be provided by the Clerk and are therefore not included in the request. Finally, the Orange model prepays for legal services that are then paid for by those needing legal assistance. The customer cost is \$1 per minute in 15 minute blocks. Assuming hours from 9:00 am to 4:00 pm with a one hour lunch, this is a potential of \$360 per day if every minute is filled. In Orange County, the local Bar is paid \$250 per day for the attorney services, \$200 for the attorney and \$50 for the local Bar for coordinating this service. We will pursue the same arrangement. Now that the Orange Pro Se center has been operating for some time, they say it breaks-even on this service. We feel that we would need a few months before we would reach the break-even situation. Therefore, we have asked for \$10,000 to seed this cost, an equivalent of 40 days to help cover these costs. We plan to start with partial days, using the seed money until we are sure that this will result in at least a break-even situation. If this service does not meet a break-even status, we will consider other options to provide affordable legal services to those that need them.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

- 1) Seminole County has an estimated 2018 population of 467,832, the 13th most populous county in Florida and as such has a significant need for services like a Pro Se center.
- 2) Seminole County has expressed an interest in partnering with us on this project. The County will pay for the redesign of floor space and for furniture at an anticipated cost of \$35,000.
- 3) We approached the president of the local Bar Association and he showed interest in supporting our request for legal assistance. The redesign for the Pro Se area includes a private office for an attorney.
- 4) The Seminole Clerk's needs based budget was \$119,000 more than what was approved, making it difficult to add something like the Pro Se operation into the approved budget without additional funding.

Proposed Pro Se Area



**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Sumter
Contact	Gloria R Hayward
E-Mail	sumterclerk@sumterclerk.com

FTE	3.00
Personnel	\$121,688
Operating	
Capital	
<b>TOTAL</b>	<b>\$121,688</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Sumter County has been one of the fastest growing counties for the past eight years. With the recent expansion of the Villages to the southern end of our county, we do not see any decline in growth for several years to come. Last year we were notified that Sumter was getting a new traffic hearing officer and a half time circuit court judge. This was after we filed our budget request and with no prior notice of their arrival in August and October 2018. We are in need of a full time judge due to size of our criminal dockets both in felony and misdemeanor cases. Growth brings crime even if this is a retirement community. We are seeing a lot of commercial crimes, drugs, robberies and dui cases. Our new circuit judge is processing injunctions and risk protection orders which is taking considerable time as most of the contact is through email when they are on the bench in Marion County. The same is happening with the traffic hearing officer as he is not located in Sumter and all correspondence and orders are emailed and must be monitored. Since a hearing officer can not hear the accident cases that has created another court day and more work separating the cases for scheduling before the proper judge. I amended my budget request for the 17/18 year to add for additional deputy clerks to cover the increased judicial needs but that did not get considered. I included the need in the current 19/20 budget request which is not being considered with the newest allocations. The courts have worked very well with the Clerk on sending defendants to set up payment agreements and have allocated space outside the courtrooms. I need additional staff to cover all the court dockets to help with revenue collections. As in many Clerk's offices, we do not have sufficient staff to cover all the court sessions and when we do there is no one left in the office to work the counters and answer the phone.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

I am requesting 3 positions to cover the new half time circuit judge, traffic hearing officer and process partial payment agreements and collections. My chief deputy and myself have been covering and supporting the new judicial staff for the past year, which is very time consuming. The circuit judge has been assigned injunctions and risk protection orders which are all time sensitive and require a lot of Clerk time. The new positions will allow us to transfer the duties to designated staff and train backup staff to cover the new judicial workload. We have done a great job with our inhouse payment/ collections and a new position would allow better coverage and help improve collections. Having the judge support on assessments is a blessing so we want to be able to handle the workload and show the results of the payment plans.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The salary and benefits for 3 full time positions would be a total of \$121,688.00, including benefits. This would be a part of my future budget request.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Suwannee
Contact	Keith Gentry
E-Mail	keithg@suwgov.org

FTE	1.00
Personnel	\$22,764
Operating	\$8,379
Capital	
<b>TOTAL</b>	<b>\$31,143</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

This is our REVISED second request, please disregard the first request that totalled \$62,863.00

We are requesting funding for a part-time position within our civil department. We have had this vacant position for several years. We have a need for a full-time position for which we had previously requested but if we could have funding for a part-time position we could at least improve the efficiency within this department as best as possible.

The second request for operating is for the upgrade to our current Jury Management Software from FCCC. This upgrade is needed and would be a one time charge.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Our Civil department has been struggling to keep up with customers. Our case count in this department is up and the need for another person within this department would help the efficiency of the department and the customer service within this department.

We currently use the jury software through Civitek but they have started implementing a new version so our concern is this one time charge upgrade will be a necessity in the near future due to not being able to have support for the current version we use.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The part-time position would increase our current budget slightly every year.

The Jury Management Software will be a one time charge for our office and will only effect this upcoming budget year.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Union
Contact	Kellie Connell
E-Mail	connellk@unionclerk.com

FTE	0.50
Personnel	\$27,740
Operating	\$7,000
Capital	
<b>TOTAL</b>	<b>\$34,740</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Currently, the Clerk handles a large majority of the upper level finance and budgeting workload. As a result, reports are often late and budget forms are not completed entirely.

An employee was terminated for not reporting for work without authorized leave. Unemployment was granted, and the expense is estimated to be approximately \$7,000.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

This additional funding would allow a shift of those responsibilities to staff currently allocated to County finance functions. This employee's court responsibility would be to prepare CCOC budgets and reports. By allocating additional resources, these reports should be timely, complete and accurate.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



**CCOC Form Version 1  
Created 7/11/19**

<b>County</b>	Volusia
<b>Contact</b>	Jolie Kelly
<b>E-Mail</b>	jkelly@clerk.org

<b>FTE</b>	
<b>Personnel</b>	\$525,500
<b>Operating</b>	\$0
<b>Capital</b>	\$0
<b>TOTAL</b>	\$525,500

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

The Clerk of Court for Volusia County has limited all full-time employees to 37.5 paid hours a week, rather than a standard 40-hour workweek, and closed our offices at 4:30 daily to accommodate the 7.5 hour payday for many years. (This equates to 7.5 hours a day, paying 75 hours bi-weekly). While these limited hours have always posed challenges, the negative effects have been exacerbated since the financial crisis. We have lost nearly 100 staff positions since 2008. (Attachment 1). Additionally, as OSCA has increased the number of senior judges and hearing officers, the demands on our reduced staff have increased, yet we have been unable to move to a standard 40-hour work week to absorb the workload. One of the most difficult effects of our current 7.5 hour day is that since our judiciary and justice partners are open and working 8 hours a day, we are frequently unable to release court clerks at 4:30. We are forced to "flex" time with those employees that must work past 7.5 hours per day by allowing them to take off time on other days in the same pay period. (Attachments 2, 3 and 4). The workload is more difficult to manage with fluctuating hours worked per employee and the tracking and organizing of such flex time is a supervisory burden. Further, with unemployment rates at historic lows, we are experiencing an increased rate of job offer declines due to the low wages accentuated by our inability to pay a full 40-hour work week; an increased rate of resignations (excluding retirements and terminations) due to low wages and low hours (Attachment 5); and morale and wellness complaints to management of the unsustainability of the limited hours. Of course, we receive complaints from the public regularly about our non-standard 4:30 closure, and many services to the public are actually cut-off at 4:00 due to the need for closing out cash drawers and other end of day duties. Last, in preparing budget and FTE related stats, our need to convert hours worked to regular FTE's makes calculations and comparisons with peer groups more difficult.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We have calculated that the cost of bringing all of our current court-related employees to a standard 40-hour work week and extending our office hours to 5:00 daily is \$525,000. (Attachment 6). If the funding request were granted, we would gain 2.5 hours per week increased productivity per employee and would be able to increase our service to the judiciary, partner agencies and the public to normal expected business hours. We would be able to greatly reduce the need to continually manage flex-time schedules, resulting in less frustration and tracking for our employees, supervisors and management. We expect that the ability to offer and pay employees a standard 40-hour workweek would greatly increase our ability to attract potential new-hires and retain quality employees who leave for better jobs at organizations that do pay a standard 40-hour workweek.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The additional 130 hours per FTE will have a recurring increase in the Volusia budget of \$525,500 each year moving forward. This increase include wages, social security and medicare tax, and the increase in the employer's portion of FRS.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

The Clerk of Court for Volusia County has submitted needs-based budget requests to increase to a 40-hour workweek for several years. Due to funding unavailability we have not been granted an increase significant enough to make this transition.



**LAURA E. ROTH**  
CLERK OF THE CIRCUIT COURT

SEVENTH JUDICIAL CIRCUIT - VOLUSIA COUNTY  
P.O. BOX 6043 DELAND, FLORIDA 32721-6043 - WWW.CLERK.ORG

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### Lost Positions Due to Budget Reductions

<u>Fiscal Year</u>	<u>Budgeted FTE</u>
2008	368
2009	321
2010	317
2011	317
2012	292
2013	292
2014	304
2015	300.5
2016	282
2017	282
2018	271
2019	270.5



**LAURA E. ROTH**  
CLERK OF THE CIRCUIT COURT

SEVENTH JUDICIAL CIRCUIT - VOLUSIA COUNTY  
P.O. BOX 6043 DELAND, FLORIDA 32721-6043 - WWW.CLERK.ORG

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### **Explanation of Flex Time Detail (Attachments 3 & 4)**

Attachments 3 and 4 are time card reports that show the weekly time detail for one of two Felony divisions at the Clerk's office, Volusia County. This is typical of flex calendar shifting required in all of our divisions due to the 37.5 hour workweek.

In this one division, in the last 5 months, there were 41 instances by 7 felony staff where individuals (all court clerks) had to leave early one day (at least) to compensate for court time.

In one instance, the staff was able to work for less than 2 hours then had to leave due to previous days in court beyond 4:30 and being limited to 37.5 hours. This is administratively difficult for supervisors and very disruptive to work/life balance for the employees.

Most of the time, there are two court clerks covering criminal court – that means two people flex. Almost always it comes down to Friday when the flex occurs, leaving the staffing very thin on that day. Some staff have taken other days which is likely because several pairs of clerks are flexing and they cannot all be absent at the same time.

From: 06/22/2019 To: 07/05/2019

*13 Instaes*

Department: 208

10031 - CARILLI, LAURA

06/22/2019 - 06/28/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

06/29/2019 - 07/05/2019

Standard Pay

HOLIDAY 001-16-5001201

PTO 001-16-5001201

Weekly Standard Pay Totals:

10101 - PANZARINO, LAURA

06/22/2019 - 06/28/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

06/29/2019 - 07/05/2019

Standard Pay

HOLIDAY 001-16-5001201

PTO 001-16-5001201

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

10120 - MCLEOD, ANGELA

06/22/2019 - 06/28/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

06/29/2019 - 07/05/2019

Standard Pay

HOLIDAY 001-16-5001201

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

100633 - SANTUCCI, CRISTINA

06/22/2019 - 06/28/2019

Standard Pay

Saturday Sunday Monday Tuesday Wednesday Thursday Friday Total

06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

06/29/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019		
0.00	0.00	0.00	0.00	7.50	7.50	0.00	7.50
0.00	0.00	7.50	7.50	0.00	0.00	7.50	30.00
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

06/29/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019		
0.00	0.00	0.00	0.00	7.50	7.50	0.00	7.50
0.00	0.00	3.50	0.00	0.00	0.00	7.50	11.00
0.00	0.00	4.00	7.50	7.50	0.00	0.00	19.00
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

06/29/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019		
0.00	0.00	0.00	0.00	7.50	7.50	0.00	7.50
0.00	0.00	7.50	7.50	0.00	0.00	7.50	30.00
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 06/22/2019 To: 07/05/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	7.50	8.00	7.50	7.00	37.50
Weekly Standard Pay Totals:								37.50
06/29/2019 - 07/05/2019	0.00	0.00	7.50	7.50	8.00	7.50	7.00	37.50
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:								37.50
10638 - OROSCO, SHARON								
06/22/2019 - 06/28/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								37.50
06/29/2019 - 07/05/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:								37.50
10639 - BRIGHT, LOUISE								
06/22/2019 - 06/28/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	3.00	3.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	4.50	34.50
Weekly Standard Pay Totals:								37.50
06/29/2019 - 07/05/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:								37.50
10654 - RODRIGUEZ, JENIFER								
06/22/2019 - 06/28/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
PTO	0.00	0.00	0.00	2.00	0.00	1.50	1.00	4.50
REGULAR	0.00	0.00	7.50	5.50	7.50	6.00	6.50	33.00
Weekly Standard Pay Totals:								37.50

From: 06/22/2019 To: 07/05/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
PTO	0.00	0.00	2.00	0.00	0.00	0.00	7.50	9.50
REGULAR	0.00	0.00	5.50	7.50	7.50	0.00	0.00	20.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10698 - GREENE, CHERYL								
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	7.50	0.00	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	0.00	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
06/22/2019 - 06/28/2019	0.00	0.00	60.00	60.00	60.50	60.00	59.50	300.00
Standard Pay Department Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
06/29/2019 - 07/05/2019	0.00	0.00	120.00	120.00	120.50	120.00	119.50	600.00
Standard Pay Department Totals:	0.00	0.00	120.00	120.00	120.50	120.00	119.50	600.00
Weekly Grand Totals:								
06/22/2019 - 06/28/2019	0.00	0.00	60.00	60.00	60.50	60.00	59.50	300.00
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.50	60.00	59.50	300.00
06/29/2019 - 07/05/2019	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00





From: 07/06/2019 To: 07/19/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
07/13/2019 - 07/19/2019	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
REGULAR	0.00	0.00	8.00	8.50	8.00	9.50	8.00	42.00
Weekly Standard Pay Totals:	0.00	0.00	8.00	8.50	8.00	9.50	8.00	42.00
10638 - OROSCO, SHARON								
07/06/2019 - 07/12/2019	07/06/2019	07/07/2019	07/08/2019	07/09/2019	07/10/2019	07/11/2019	07/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/13/2019 - 07/19/2019	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
PTO	0.00	0.00	1.00	0.00	0.50	0.00	0.00	1.50
REGULAR	0.00	0.00	6.50	7.50	7.00	7.50	7.50	36.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
07/06/2019 - 07/12/2019	07/06/2019	07/07/2019	07/08/2019	07/09/2019	07/10/2019	07/11/2019	07/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/13/2019 - 07/19/2019	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								
07/06/2019 - 07/12/2019	07/06/2019	07/07/2019	07/08/2019	07/09/2019	07/10/2019	07/11/2019	07/12/2019	
Standard Pay								
PTO	0.00	0.00	0.25	0.00	0.75	1.50	0.00	2.50
REGULAR	0.00	0.00	7.25	7.50	6.75	6.00	7.50	35.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/13/2019 - 07/19/2019	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10698 - GREENE, CHERYL								
07/13/2019 - 07/19/2019	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 07/06/2019 To: 07/19/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
07/06/2019 - 07/12/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/13/2019 - 07/19/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
07/06/2019 - 07/12/2019								
Standard Pay Department Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
07/13/2019 - 07/19/2019								
Standard Pay Department Totals:	0.00	0.00	60.50	61.50	60.50	62.00	60.00	304.50
Standard Pay Department Totals:	0.00	0.00	120.50	121.50	120.50	122.00	120.00	604.50
Weekly Grand Totals:								
07/06/2019 - 07/12/2019								
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
07/13/2019 - 07/19/2019								
Standard Pay Grand Totals:	0.00	0.00	60.50	61.50	60.50	62.00	60.00	304.50



From: 07/20/2019 To: 08/02/2019

Department: 208	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10031 - CARILLI, LAURA								
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
BIRTHDAY LEAVE	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10101 - PANZARINO, LAURA								
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10120 - MCLEOD, ANGELA								
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10633 - SANTUCCI, CRISTINA								
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
REGULAR	0.00	0.00	8.50	7.75	8.50	7.50	5.25	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.50	7.75	8.50	7.50	5.25	37.50

Departmental Timesheet Hours Report for VOLUSIA COUNTY CLERK OF COURT

From: 07/20/2019 To: 08/02/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	8.50	7.75	8.50	7.50	5.25	37.50
07/27/2019 - 08/02/2019	0.00	0.00	8.50	7.75	8.50	7.50	5.25	37.50
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON								
07/20/2019 - 07/26/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/27/2019 - 08/02/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
07/20/2019 - 07/26/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
PTO	0.00	0.00	0.00	0.00	6.50	0.00	0.00	6.50
REGULAR	0.00	0.00	7.50	7.50	1.00	7.50	7.50	31.00
001-16-5001201	0.00	0.00	7.50	7.50	1.00	7.50	7.50	31.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
PTO								
07/24/2019 - SICK								
07/27/2019 - 08/02/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								
07/20/2019 - 07/26/2019	0.00	0.00	1.75	1.00	0.00	3.50	0.00	6.25
Standard Pay								
PTO	0.00	0.00	1.75	1.00	0.00	3.50	0.00	6.25
REGULAR	0.00	0.00	5.75	6.50	7.50	4.00	7.50	31.25
001-16-5001201	0.00	0.00	5.75	6.50	7.50	4.00	7.50	31.25
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 07/20/2019 To: 08/02/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10698 - GREENE, CHERYL								
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00
REGULAR	0.00	0.00	7.50	7.50	7.50	6.50	7.50	36.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00
REGULAR	0.00	0.00	7.50	7.50	7.50	6.50	7.50	36.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
07/20/2019 - 07/26/2019								
Standard Pay Department Totals:	0.00	0.00	61.00	60.25	61.00	60.00	57.75	300.00
07/27/2019 - 08/02/2019								
Standard Pay Department Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
Standard Pay Department Totals:	0.00	0.00	121.00	120.25	121.00	120.00	117.75	600.00
Weekly Grand Totals:								
07/20/2019 - 07/26/2019								
Standard Pay Grand Totals:	0.00	0.00	61.00	60.25	61.00	60.00	57.75	300.00
07/27/2019 - 08/02/2019								
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00



Departmental Timesheet Hours Report for VOLUSIA COUNTY CLERK OF COURT

From: 02/23/2019 To: 03/08/2019

Department: 208	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10031 - CARILLI, LAURA								
02/23/2019 - 03/01/2019	02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10101 - PANZARINO, LAURA								
02/23/2019 - 03/01/2019	02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10120 - MCLEOD, ANGELA								
02/23/2019 - 03/01/2019	02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	8.25	8.75	5.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.25	8.75	5.50	37.50
Notes:								
REGULAR								
REGULAR								
REGULAR								
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
REGULAR	0.00	0.00	8.00	8.00	8.25	8.50	4.75	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.00	8.00	8.25	8.50	4.75	37.50

03/01/2019 - Minus Court Time  
 02/28/2019 - Includes 1.25 Court Time  
 02/27/2019 - INCLUDES .75 COURT TIME

From: 02/23/2019 To: 03/08/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Notes:</b>								
REGULAR								
REGULAR								
REGULAR								
REGULAR								
001-16-5001201								
02/23/2019 - 03/01/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/02/2019 - 03/08/2019								
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON								
02/23/2019 - 03/01/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/02/2019 - 03/08/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
02/23/2019 - 03/01/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/02/2019 - 03/08/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								

From: 02/23/2019 To: 03/08/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
02/23/2019 - 03/01/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/02/2019 - 03/08/2019								
Standard Pay								
PTO	0.00	0.00	0.00	0.00	7.50	0.75	0.00	8.25
REGULAR	0.00	0.00	7.50	7.50	0.00	6.75	7.50	29.25
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
PTO			03/07/2019 - DENTIST					
PTO			03/06/2019 - personal day					
10672 - DUNKLE, DANIELLE								
02/23/2019 - 03/01/2019								
Standard Pay								
LEAVE WO PAY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
LEAVE WO PAY			03/01/2019 - FMLA/STD 3.00 HRS UNCOVERED 4.50 COVERED					
LEAVE WO PAY			02/28/2019 - FMLA/STD 3.00 HRS UNCOVERED 4.50 COVERED					
LEAVE WO PAY			02/27/2019 - FMLA/STD 3.00 HRS UNCOVERED 4.50 COVERED					
LEAVE WO PAY			02/26/2019 - FMLA/STD 3.00 HRS UNCOVERED 4.50 COVERED					
LEAVE WO PAY			02/25/2019 - FMLA/STD 3.00 HRS UNCOVERED 4.50 COVERED					
03/02/2019 - 03/08/2019								
Standard Pay								
PTO	0.00	0.00	7.00	0.00	0.00	0.00	0.00	7.00
LEAVE WO PAY	0.00	0.00	0.50	7.50	7.50	7.50	7.50	30.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
LEAVE WO PAY			03/08/2019 - FMLA					
LEAVE WO PAY			03/07/2019 - FMLA					
LEAVE WO PAY			03/06/2019 - FMLA					
LEAVE WO PAY			03/05/2019 - FMLA					
LEAVE WO PAY			03/04/2019 - FMLA					

From: 02/23/2019 To: 03/08/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10698 - GREENE, CHERYL								
02/23/2019 - 03/01/2019	02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

Weekly Totals For 208:

02/23/2019 - 03/01/2019	0.00	0.00	67.50	67.50	68.25	68.75	65.50	337.50
Standard Pay Department Totals:	0.00	0.00	67.50	67.50	68.25	68.75	65.50	337.50
03/02/2019 - 03/08/2019	0.00	0.00	68.00	68.00	68.25	68.50	64.75	337.50
Standard Pay Department Totals:	0.00	0.00	68.00	68.00	68.25	68.50	64.75	337.50
Standard Pay Department Totals:	0.00	0.00	135.50	135.50	136.50	137.25	130.25	675.00

Weekly Grand Totals:

02/23/2019 - 03/01/2019	0.00	0.00	67.50	67.50	68.25	68.75	65.50	337.50
Standard Pay Grand Totals:	0.00	0.00	67.50	67.50	68.25	68.75	65.50	337.50
03/02/2019 - 03/08/2019	0.00	0.00	68.00	68.00	68.25	68.50	64.75	337.50
Standard Pay Grand Totals:	0.00	0.00	68.00	68.00	68.25	68.50	64.75	337.50

From: 03/02/2019 To: 03/15/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Department: 208</b>								
10031 - CARILLI, LAURA								
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/09/2019 - 03/15/2019	03/09/2019	03/10/2019	03/11/2019	03/12/2019	03/13/2019	03/14/2019	03/15/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10101 - PANZARINO, LAURA								
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/09/2019 - 03/15/2019	03/09/2019	03/10/2019	03/11/2019	03/12/2019	03/13/2019	03/14/2019	03/15/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10120 - MCLEOD, ANGELA								
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
REGULAR	0.00	0.00	8.00	8.00	8.25	8.50	4.75	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.00	8.00	8.25	8.50	4.75	37.50
Notes:								
REGULAR								
REGULAR								
REGULAR								
REGULAR								
03/09/2019 - 03/15/2019	03/09/2019	03/10/2019	03/11/2019	03/12/2019	03/13/2019	03/14/2019	03/15/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50

From: 03/02/2019 To: 03/15/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
PTO	001-16-5001201 03/11/2019 - VACATION							
10633 - SANTUCCI, CRISTINA								
	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay	.....							
PTO	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/09/2019 - 03/15/2019								
Standard Pay	.....							
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON								
	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay	.....							
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/09/2019 - 03/15/2019								
Standard Pay	.....							
PTO	0.00	0.00	0.00	0.00	7.50	7.50	0.00	15.00
REGULAR	0.00	0.00	7.50	7.50	0.00	0.00	7.50	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay	.....							
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/09/2019 - 03/15/2019								
Standard Pay	.....							
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								

From: 03/02/2019 To: 03/15/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
03/02/2019 - 03/08/2019								
Standard Pay								
PTO	0.00	0.00	0.00	0.00	7.50	0.75	0.00	8.25
REGULAR	0.00	0.00	7.50	7.50	0.00	6.75	7.50	29.25
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>

Notes:

PTO 03/07/2019 - DENTIST  
 PTO 03/06/2019 - personal day

03/09/2019 - 03/15/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Standard Pay								
PTO	0.00	0.00	0.00	2.00	0.00	0.00	7.50	9.50
REGULAR	0.00	0.00	7.50	5.50	7.50	7.50	0.00	28.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>

Notes:

PTO 03/12/2019 - lunch at 1:30, did not come back

10672 - DUNKLE, DANIELLE

03/02/2019 - 03/08/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Standard Pay								
PTO	0.00	0.00	7.00	0.00	0.00	0.00	0.00	7.00
LEAVE WO PAY	0.00	0.00	0.50	7.50	7.50	7.50	7.50	30.50
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>

Notes:

LEAVE WO PAY 03/08/2019 - FMLA  
 LEAVE WO PAY 03/07/2019 - FMLA  
 LEAVE WO PAY 03/06/2019 - FMLA  
 LEAVE WO PAY 03/05/2019 - FMLA  
 LEAVE WO PAY 03/04/2019 - FMLA

03/09/2019 - 03/15/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Standard Pay								
LEAVE WO PAY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>

Notes:

From: 03/02/2019 To: 03/15/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
LEAVE WO PAY 001-16-5001201		03/15/2019 - FMLA						
LEAVE WO PAY 001-16-5001201		03/14/2019 - FMLA						
LEAVE WO PAY 001-16-5001201		03/13/2019 - FMLA						
LEAVE WO PAY 001-16-5001201		03/12/2019 - FMLA						
LEAVE WO PAY 001-16-5001201		03/11/2019 - FMLA						
10698 - GREENE, CHERYL								
03/02/2019 - 03/08/2019	03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/09/2019 - 03/15/2019	03/09/2019	03/10/2019	03/11/2019	03/12/2019	03/13/2019	03/14/2019	03/15/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
03/02/2019 - 03/08/2019								
Standard Pay Department Totals:	0.00	0.00	68.00	68.00	68.25	68.50	64.75	337.50
03/09/2019 - 03/15/2019	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50
Standard Pay Department Totals:	0.00	0.00	135.50	135.50	135.75	136.00	132.25	675.00
Weekly Grand Totals:								
03/02/2019 - 03/08/2019								
Standard Pay Grand Totals:	0.00	0.00	68.00	68.00	68.25	68.50	64.75	337.50
03/09/2019 - 03/15/2019	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50
Standard Pay Grand Totals:	0.00	0.00	135.50	135.50	135.75	136.00	132.25	675.00

Departmental Timesheet Hours Report for VOLUISIA COUNTY CLERK OF COURT

From: 03/16/2019 To: 03/29/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Department: 208								
10031 - CARILLI, LAURA								
03/16/2019 - 03/22/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
03/23/2019 - 03/29/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10101 - PANZARINO, LAURA								
03/16/2019 - 03/22/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
03/23/2019 - 03/29/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10120 - MCLEOD, ANGELA								
03/16/2019 - 03/22/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
03/23/2019 - 03/29/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10633 - SANTUCCI, CRISTINA								
03/16/2019 - 03/22/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
03/23/2019 - 03/29/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								

Departmental Timesheet Hours Report for VOLUSIA COUNTY CLERK OF COURT

08/15/2019 12:53 PM

From: 03/16/2019 To: 03/29/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Standard Pay								
REGULAR	0.00	0.00	8.50	7.50	8.00	6.50	7.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.50	7.50	8.00	6.50	7.00	37.50
10638 - OROSCO, SHARON								
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
PTO	0.00	0.00	2.50	0.00	0.00	0.00	0.00	2.50
REGULAR	0.00	0.00	5.00	7.50	7.50	7.50	7.50	35.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
PTO	0.00	0.00	2.50	0.00	0.00	0.00	0.00	2.50
REGULAR	0.00	0.00	5.00	7.50	7.50	7.50	7.50	35.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
PTO	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
REGULAR	0.00	0.00	7.50	6.50	7.50	7.50	7.50	36.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 03/16/2019 To: 03/29/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Notes:								
PTO			03/26/2019 - DENTIST					
001-16-5001201								
10672 - DUNKLE, DANIELLE								
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
LEAVE WO PAY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
LEAVE WO PAY		03/22/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/21/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/20/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/19/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/18/2019 - FMLA						
001-16-5001201								
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
LEAVE WO PAY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
LEAVE WO PAY		03/29/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/28/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/27/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/26/2019 - FMLA						
001-16-5001201								
LEAVE WO PAY		03/25/2019 - FMLA						
001-16-5001201								
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
001-16-5001201								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	6.50	36.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 03/16/2019 To: 03/29/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Weekly Totals For 208:</b>								
03/16/2019 - 03/22/2019								
Standard Pay Department Totals:	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50
03/23/2019 - 03/29/2019								
Standard Pay Department Totals:	0.00	0.00	68.50	67.50	69.00	67.50	65.00	337.50
Standard Pay Department Totals:	0.00	0.00	136.00	135.00	136.50	135.00	132.50	675.00
<b>Weekly Grand Totals:</b>								
03/16/2019 - 03/22/2019								
Standard Pay Grand Totals:	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50
03/23/2019 - 03/29/2019								
Standard Pay Grand Totals:	0.00	0.00	68.50	67.50	69.00	67.50	65.00	337.50

From: 03/30/2019 To: 04/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Department: 208</b>								
10031 - CARILLI, LAURA								
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10101 - PANZARINO, LAURA								
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10120 - MCLEOD, ANGELA								
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10633 - SANTUCCI, CRISTINA								
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								

Departmental Timesheet Hours Report for VOLUISIA COUNTY CLERK OF COURT

From: 03/30/2019 To: 04/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON								
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
PTO	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
REGULAR	0.00	0.00	6.50	7.50	7.50	7.50	7.50	36.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	5.50	35.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10672 - DUNKLE, DANIELLE								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 03/30/2019 To: 04/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay								
LEAVE WO PAY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

Notes:

- LEAVE WO PAY 001-16-5001201 04/05/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/04/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/03/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/02/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/01/2019 - FMLA

04/06/2019 - 04/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019		
Standard Pay								
LEAVE WO PAY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

Notes:

- LEAVE WO PAY 001-16-5001201 04/12/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/11/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/10/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/09/2019 - FMLA
- LEAVE WO PAY 001-16-5001201 04/08/2019 - FMLA

10698 - GREENE, CHERYL

03/30/2019 - 04/05/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019		
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

04/06/2019 - 04/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019		
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 03/30/2019 To: 04/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Weekly Totals For 208:</b>								
03/30/2019 - 04/05/2019								
Standard Pay Department Totals:	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50
04/06/2019 - 04/12/2019								
Standard Pay Department Totals:	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50
Standard Pay Department Totals:	0.00	0.00	135.00	135.00	135.00	135.00	135.00	675.00
<b>Weekly Grand Totals:</b>								
03/30/2019 - 04/05/2019								
Standard Pay Grand Totals:	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50
04/06/2019 - 04/12/2019								
Standard Pay Grand Totals:	0.00	0.00	67.50	67.50	67.50	67.50	67.50	337.50

Departmental Timesheet Hours Report for VOLUSIA COUNTY CLERK OF COURT

From: 04/13/2019 To: 04/26/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
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Department: 208

10031 - CARILLI, LAURA

04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
PTO	0.00	0.00	0.00	4.00	0.00	0.00	0.00	4.00
REGULAR	0.00	0.00	7.50	3.50	7.50	7.50	7.50	33.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

Notes:

PTO 001-16-5001201 04/23/2019 - family emergency

10101 - PANZARINO, LAURA

04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

10120 - MCLEOD, ANGELA

04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	8.50	7.50	7.50	0.00	31.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	8.50	7.50	7.50	7.50	38.50

04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 04/13/2019 To: 04/26/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10633 - SANTUCCI, CRISTINA								
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	8.50	10.00	7.50	8.00	0.00	34.00
Weekly Standard Pay Totals:	0.00	0.00	8.50	10.00	7.50	8.00	7.50	41.50
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON								
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	6.00	7.50	36.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 04/13/2019 To: 04/26/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10672 - DUNKLE, DANIELLE								
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
LEAVE WO PAY 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
LEAVE WO PAY 001-16-5001201		04/19/2019 - LWOP						
LEAVE WO PAY 001-16-5001201		04/18/2019 - FMLA						
LEAVE WO PAY 001-16-5001201		04/17/2019 - FMLA						
LEAVE WO PAY 001-16-5001201		04/16/2019 - FMLA						
LEAVE WO PAY 001-16-5001201		04/15/2019 - FMLA						
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
LEAVE WO PAY 001-16-5001201	0.00	0.00	7.50	7.50	0.00	0.00	0.00	15.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	0.00	0.00	0.00	15.00
Notes:								
LEAVE WO PAY 001-16-5001201		04/23/2019 - DATE OF SEPARATION						
LEAVE WO PAY 001-16-5001201		04/22/2019 - FMLA						
10698 - GREENE, CHERYL								
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 04/13/2019 To: 04/26/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
04/13/2019 - 04/19/2019								
Standard Pay Department Totals:	0.00	0.00	68.50	71.00	67.50	68.00	67.50	342.50
04/20/2019 - 04/26/2019								
Standard Pay Department Totals:	0.00	0.00	67.50	67.50	60.00	60.00	60.00	315.00
Standard Pay Department Totals:	0.00	0.00	136.00	138.50	127.50	128.00	127.50	657.50
Weekly Grand Totals:								
04/13/2019 - 04/19/2019								
Standard Pay Grand Totals:	0.00	0.00	68.50	71.00	67.50	68.00	67.50	342.50
04/20/2019 - 04/26/2019								
Standard Pay Grand Totals:	0.00	0.00	67.50	67.50	60.00	60.00	60.00	315.00



From: 04/27/2019 To: 05/10/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/04/2019 - 05/10/2019	05/04/2019	05/05/2019	05/06/2019	05/07/2019	05/08/2019	05/09/2019	05/10/2019	
Standard Pay								
PTO	0.00	0.00	2.50	0.00	7.50	0.00	0.00	10.00
REGULAR	0.00	0.00	5.00	7.50	0.00	7.50	7.50	27.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/04/2019 - 05/10/2019	05/04/2019	05/05/2019	05/06/2019	05/07/2019	05/08/2019	05/09/2019	05/10/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/04/2019 - 05/10/2019	05/04/2019	05/05/2019	05/06/2019	05/07/2019	05/08/2019	05/09/2019	05/10/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/04/2019 - 05/10/2019	05/04/2019	05/05/2019	05/06/2019	05/07/2019	05/08/2019	05/09/2019	05/10/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/04/2019 - 05/10/2019	05/04/2019	05/05/2019	05/06/2019	05/07/2019	05/08/2019	05/09/2019	05/10/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 04/27/2019 To: 05/10/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
PTO	0.00	0.00	6.00	0.00	1.00	0.00	0.00	7.00
REGULAR	0.00	0.00	1.50	7.50	6.50	7.50	7.50	30.50
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
10698 - GREENE, CHERYL								
04/27/2019 - 05/03/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
05/04/2019 - 05/10/2019								
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
Weekly Totals For 208:								
04/27/2019 - 05/03/2019								
Standard Pay Department Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
05/04/2019 - 05/10/2019								
Standard Pay Department Totals:	0.00	0.00	60.00	61.25	60.00	60.00	60.00	301.25
Standard Pay Department Totals:	0.00	0.00	120.00	121.25	120.00	120.00	120.00	601.25
Weekly Grand Totals:								
04/27/2019 - 05/03/2019								
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
05/04/2019 - 05/10/2019								
Standard Pay Grand Totals:	0.00	0.00	60.00	61.25	60.00	60.00	60.00	301.25







From: 05/11/2019 To: 05/24/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10698 - GREENE, CHERYL								
05/11/2019 - 05/17/2019	05/11/2019	05/12/2019	05/13/2019	05/14/2019	05/15/2019	05/16/2019	05/17/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/18/2019 - 05/24/2019	05/18/2019	05/19/2019	05/20/2019	05/21/2019	05/22/2019	05/23/2019	05/24/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
05/11/2019 - 05/17/2019	0.00	0.00	60.00	61.50	60.00	60.00	58.50	300.00
Standard Pay Department Totals:	0.00	0.00	60.00	61.50	60.00	60.00	60.00	300.00
05/18/2019 - 05/24/2019	0.00	0.00	120.00	122.50	119.00	120.00	118.50	600.00
Standard Pay Department Totals:	0.00	0.00	120.00	122.50	119.00	120.00	118.50	600.00
Weekly Grand Totals:								
05/11/2019 - 05/17/2019	0.00	0.00	60.00	61.50	60.00	60.00	58.50	300.00
Standard Pay Grand Totals:	0.00	0.00	60.00	61.50	60.00	60.00	58.50	300.00
05/18/2019 - 05/24/2019	0.00	0.00	60.00	61.00	59.00	60.00	60.00	300.00
Standard Pay Grand Totals:	0.00	0.00	60.00	61.00	59.00	60.00	60.00	300.00





From: 05/25/2019 To: 06/07/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
001-16-5001201	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
001-16-5001201	0.00	0.00	0.00	7.50	7.50	7.50	6.50	29.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
<b>Standard Pay</b>								
PTO	0.00	0.00	6.50	0.00	0.00	0.00	0.00	6.50
REGULAR	0.00	0.00	0.00	7.50	8.50	7.50	7.50	31.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	6.50	7.50	8.50	7.50	7.50	37.50
10638 - OROSCO, SHARON								
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
<b>Standard Pay</b>								
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
<b>Standard Pay</b>								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE								
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
<b>Standard Pay</b>								
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	0.00	0.00	7.50	7.50	15.00
REGULAR	0.00	0.00	0.00	7.50	7.50	0.00	0.00	15.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
<b>Standard Pay</b>								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	27.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER								
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
<b>Standard Pay</b>								
PTO	0.00	0.00	0.00	2.50	7.50	0.00	0.00	10.00
REGULAR	0.00	0.00	7.50	5.00	0.00	7.50	7.50	27.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 05/25/2019 To: 06/07/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	6.50	29.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/01/2019 - 06/07/2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Standard Pay	0.00	0.00	0.00	0.50	0.00	0.00	1.00	1.50
PTO	0.00	0.00	7.50	7.00	7.50	7.50	6.50	36.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10698 - GREENE, CHERYL								
05/25/2019 - 05/31/2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Standard Pay	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
HOLIDAY	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/01/2019 - 06/07/2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Standard Pay	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
PTO	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
05/25/2019 - 05/31/2019	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
Standard Pay Department Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
06/01/2019 - 06/07/2019	0.00	0.00	59.00	60.00	61.00	60.00	60.00	300.00
Standard Pay Department Totals:	0.00	0.00	59.00	60.00	61.00	60.00	60.00	300.00
Standard Pay Department Totals:	0.00	0.00	119.00	120.00	121.00	120.00	120.00	600.00
Weekly Grand Totals:								
05/25/2019 - 05/31/2019	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
06/01/2019 - 06/07/2019	0.00	0.00	59.00	60.00	61.00	60.00	60.00	300.00
Standard Pay Grand Totals:	0.00	0.00	59.00	60.00	61.00	60.00	60.00	300.00



From: 06/08/2019 To: 06/21/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Department: 208</b>								
10031 - CARILLI, LAURA								
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	5.00	0.00	0.00	0.00	0.00	5.00
PTO	0.00	0.00	2.50	7.50	7.50	7.50	7.50	32.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10101 - PANZARINO, LAURA	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	30.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10120 - MCLEOD, ANGELA	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
10633 - SANTUCCI, CRISTINA	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay	0.00	0.00	7.50	7.50	8.25	7.50	7.50	38.25
REGULAR	0.00	0.00	7.50	7.50	8.25	7.50	7.50	38.25
Weekly Standard Pay Totals:								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								

From: 06/08/2019 To: 06/21/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	0.00	0.00	0.00	15.00
REGULAR	0.00	0.00	0.00	0.00	7.50	7.50	7.50	22.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
BIRTHDAY LEAVE	0.00	0.00	0.00	7.50	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	0.00	7.50	0.00	0.00	7.50
REGULAR	0.00	0.00	7.50	0.00	0.00	7.50	7.50	22.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	3.50	0.00	3.50
REGULAR	0.00	0.00	7.50	7.50	7.50	4.00	7.50	34.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
PTO		06/20/2019 - EMERGENCY LEAVE						
10654 - RODRIGUEZ, JENIFER	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
BIRTHDAY LEAVE	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
<b>Weekly Standard Pay Totals:</b>	0.00	0.00	7.50	7.50	7.50	7.50	7.50	30.00

From: 06/08/2019 To: 06/21/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
BIRTHDAY LEAV 001-16-5001201								
06/10/2019 - BIRTHDAY ON 6/11/2019								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	1.00	0.00	23.50
REGULAR	0.00	0.00	0.00	0.00	0.00	6.50	7.50	14.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10698 - GREENE, CHERYL								
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
06/08/2019 - 06/14/2019								
Standard Pay Department Totals:								
06/15/2019 - 06/21/2019								
Standard Pay Department Totals:								
Standard Pay Department Totals:								
Standard Pay Department Totals:								
Weekly Grand Totals:								
06/08/2019 - 06/14/2019								
Standard Pay Grand Totals:								
06/15/2019 - 06/21/2019								
Standard Pay Grand Totals:								





From: 06/22/2019 To: 07/05/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	7.50	8.00	7.50	7.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.00	7.50	7.00	37.50
06/29/2019 - 07/05/2019	0.00	0.00	7.50	7.50	8.00	7.50	7.00	37.50
Standard Pay	0.00	0.00	7.50	7.50	8.00	7.50	7.00	37.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10638 - OROSCO, SHARON	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/22/2019 - 06/28/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/29/2019 - 07/05/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10639 - BRIGHT, LOUISE	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/22/2019 - 06/28/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	3.00	3.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	4.50	34.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/29/2019 - 07/05/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10654 - RODRIGUEZ, JENIFER	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/22/2019 - 06/28/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	0.00	2.00	0.00	1.50	1.00	4.50
REGULAR	0.00	0.00	7.50	5.50	7.50	6.00	6.50	33.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 06/22/2019 To: 07/05/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
PTO	0.00	0.00	2.00	0.00	0.00	0.00	7.50	9.50
REGULAR	0.00	0.00	5.50	7.50	7.50	0.00	0.00	20.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10698 - GREENE, CHERYL								
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	7.50	0.00	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	0.00	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 208:								
06/22/2019 - 06/28/2019								
Standard Pay Department Totals:	0.00	0.00	60.00	60.00	60.50	60.00	59.50	300.00
06/29/2019 - 07/05/2019								
Standard Pay Department Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00
Standard Pay Department Totals:	0.00	0.00	120.00	120.00	120.50	120.00	119.50	600.00
Weekly Grand Totals:								
06/22/2019 - 06/28/2019								
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.50	60.00	59.50	300.00
06/29/2019 - 07/05/2019								
Standard Pay Grand Totals:	0.00	0.00	60.00	60.00	60.00	60.00	60.00	300.00



28 Instances

From: 02/23/2019 To: 03/08/2019

Department: 207

10026 - LAWS, JUNE

02/23/2019 - 03/01/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

03/02/2019 - 03/08/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

10062 - DEXTER, MICHELLE

02/23/2019 - 03/01/2019

Standard Pay

PTO 001-16-5001201

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

03/02/2019 - 03/08/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

10126 - KUJAWSKI, CHRISTOPHER

02/23/2019 - 03/01/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

03/02/2019 - 03/08/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

10213 - COZIER, RYAN

02/23/2019 - 03/01/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

Saturday Sunday Monday Tuesday Wednesday Thursday Friday Total

02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
0.00	0.00	7.50	7.50	8.25	7.50	6.75	37.50
0.00	0.00	7.50	7.50	8.25	7.50	6.75	37.50

03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

03/02/2019	03/03/2019	03/04/2019	03/05/2019	03/06/2019	03/07/2019	03/08/2019	
0.00	0.00	7.50	7.50	8.50	7.50	6.50	37.50
0.00	0.00	7.50	7.50	8.50	7.50	6.50	37.50

02/23/2019	02/24/2019	02/25/2019	02/26/2019	02/27/2019	02/28/2019	03/01/2019	
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 02/23/2019 To: 03/08/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
03/02/2019 - 03/08/2019								
Standard Pay								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
02/23/2019 - 03/01/2019								
Standard Pay								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.25	7.50	6.75	37.50
03/02/2019 - 03/08/2019								
Standard Pay								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10496 - MOORE, ANN MARIE	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
02/23/2019 - 03/01/2019								
Standard Pay								
PTO								
001-16-5001201								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
02/23/2019 - 03/01/2019								
Standard Pay								
PTO								
001-16-5001201								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	0.00	0.00	7.00	7.50	0.00	14.50
001-16-5001201								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	0.50	0.00	7.50	23.00
Notes:								
PTO								
001-16-5001201								
02/27/2019 - Left for ER								
03/02/2019 - 03/08/2019								
Standard Pay								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.25	6.75	7.50	37.50
001-16-5001201								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.25	6.75	7.50	37.50
10589 - STOTLER, CRYSTAL	0.00	0.00	7.50	7.50	8.25	6.75	7.50	37.50
02/23/2019 - 03/01/2019								
Standard Pay								
PTO								
001-16-5001201								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
001-16-5001201								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	6.50	36.50
03/02/2019 - 03/08/2019								
Standard Pay								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
001-16-5001201								
REGULAR								
001-16-5001201								
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 02/23/2019 To: 03/08/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 207:								
02/23/2019 - 03/01/2019								
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	54.00	52.50	51.00	262.50
03/02/2019 - 03/08/2019								
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	54.25	51.75	51.50	262.50
Standard Pay Department Totals:	0.00	0.00	105.00	105.00	108.25	104.25	102.50	525.00
Weekly Grand Totals:								
02/23/2019 - 03/01/2019								
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	54.00	52.50	51.00	262.50
03/02/2019 - 03/08/2019								
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	54.25	51.75	51.50	262.50



From: 03/09/2019 To: 03/22/2019

Saturday Sunday Monday Tuesday Wednesday Thursday Friday Total

Department: 207

10026 - LAWS, JUNE

03/09/2019 - 03/15/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

03/16/2019 - 03/22/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

10062 - DEXTER, MICHELLE

03/09/2019 - 03/15/2019

Standard Pay

PTO 001-16-5001201

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

03/16/2019 - 03/22/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

10126 - KUJAWSKI, CHRISTOPHER

03/09/2019 - 03/15/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

03/16/2019 - 03/22/2019

Standard Pay

REGULAR 001-16-5001201

Weekly Standard Pay Totals:

10213 - COZIER, RYAN

03/09/2019 - 03/15/2019

Standard Pay

PTO 001-16-5001201

REGULAR 001-16-5001201

From: 03/09/2019 To: 03/22/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
REGULAR	0.00	0.00	9.00	9.00	4.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	9.00	9.00	4.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY								
03/09/2019 - 03/15/2019	03/09/2019	03/10/2019	03/11/2019	03/12/2019	03/13/2019	03/14/2019	03/15/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	1.25	7.50	8.75
REGULAR	0.00	0.00	7.50	7.50	7.50	6.25	0.00	28.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
REGULAR	0.00	0.00	0.00	0.00	0.00	7.50	7.50	15.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10496 - MOORE, ANN MARIE								
03/09/2019 - 03/15/2019	03/09/2019	03/10/2019	03/11/2019	03/12/2019	03/13/2019	03/14/2019	03/15/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.75	0.00	0.00	0.75
REGULAR	0.00	0.00	7.50	7.50	6.75	7.50	7.50	36.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	7.50	7.50	15.00
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10589 - STOTLER, CRYSTAL								
03/09/2019 - 03/15/2019	03/09/2019	03/10/2019	03/11/2019	03/12/2019	03/13/2019	03/14/2019	03/15/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/16/2019 - 03/22/2019	03/16/2019	03/17/2019	03/18/2019	03/19/2019	03/20/2019	03/21/2019	03/22/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 03/09/2019 To: 03/22/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
<b>Weekly Totals For 207:</b>								
03/09/2019 - 03/15/2019								
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	52.50	52.50	52.50	262.50
03/16/2019 - 03/22/2019								
Standard Pay Department Totals:	0.00	0.00	54.00	54.00	49.50	52.50	52.50	262.50
Standard Pay Department Totals:	0.00	0.00	106.50	106.50	102.00	105.00	105.00	525.00
<b>Weekly Grand Totals:</b>								
03/09/2019 - 03/15/2019								
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	52.50	52.50	52.50	262.50
03/16/2019 - 03/22/2019								
Standard Pay Grand Totals:	0.00	0.00	54.00	54.00	49.50	52.50	52.50	262.50



From: 03/23/2019 To: 04/05/2019

Department: 207	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10026 - LAWS, JUNE								
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	7.50	7.50	15.00
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10062 - DEXTER, MICHELLE								
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	4.50	0.00	0.00	4.50
REGULAR	0.00	0.00	7.50	7.50	3.00	7.50	7.50	33.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay								
PTO	0.00	0.00	0.00	7.50	7.50	0.00	0.00	15.00
REGULAR	0.00	0.00	7.50	0.00	0.00	7.50	7.50	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10126 - KUJAWSKI, CHRISTOPHER								
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
REGULAR	0.00	0.00	8.50	7.50	8.00	7.50	6.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.50	7.50	8.00	7.50	6.00	37.50
03/30/2019 - 04/05/2019	03/30/2019	03/31/2019	04/01/2019	04/02/2019	04/03/2019	04/04/2019	04/05/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10213 - COZIER, RYAN								
03/23/2019 - 03/29/2019	03/23/2019	03/24/2019	03/25/2019	03/26/2019	03/27/2019	03/28/2019	03/29/2019	
Standard Pay								
PTC	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
Weekly Standard Pay Totals:	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50

From: 03/23/2019 To: 04/05/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
03/30/2019 - 04/05/2019	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/23/2019 - 03/29/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.75	0.00	0.00	0.75
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	6.75	7.50	7.50	36.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/30/2019 - 04/05/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO 001-16-5001201	0.00	0.00	1.75	0.00	0.00	2.50	0.00	4.25
REGULAR 001-16-5001201	0.00	0.00	5.75	7.50	7.50	5.00	7.50	33.25
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10496 - MOORE, ANN MARIE	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/23/2019 - 03/29/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	8.25	7.50	6.75	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.25	7.50	6.75	37.50
03/30/2019 - 04/05/2019	0.00	0.00	7.50	7.50	8.25	7.50	6.75	37.50
Standard Pay	0.00	0.00	7.50	7.50	8.25	7.50	6.75	37.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10589 - STOTLER, CRYSTAL	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/23/2019 - 03/29/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
03/30/2019 - 04/05/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 03/23/2019 To: 04/05/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 207:								
03/23/2019 - 03/29/2019								
Standard Pay Department Totals:	0.00	0.00	53.50	52.50	53.75	52.50	50.25	262.50
03/30/2019 - 04/05/2019								
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	52.50	52.50	52.50	262.50
Standard Pay Department Totals:	0.00	0.00	106.00	105.00	106.25	105.00	102.75	525.00
Weekly Grand Totals:								
03/23/2019 - 03/29/2019								
Standard Pay Grand Totals:	0.00	0.00	53.50	52.50	53.75	52.50	50.25	262.50
03/30/2019 - 04/05/2019								
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	52.50	52.50	52.50	262.50



From: 04/06/2019 To: 04/19/2019

Department: 207	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10026 - LAWS, JUNE								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	8.50	7.50	7.50	0.00	31.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	8.50	7.50	7.50	7.50	38.50
10062 - DEXTER, MICHELLE								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10126 - KUJAWSKI, CHRISTOPHER								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	7.50	7.50	15.00
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/13/2019 - 04/19/2019	04/13/2019	04/14/2019	04/15/2019	04/16/2019	04/17/2019	04/18/2019	04/19/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
PTO	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
2310213 - COZIER, RYAN								
04/06/2019 - 04/12/2019	04/06/2019	04/07/2019	04/08/2019	04/09/2019	04/10/2019	04/11/2019	04/12/2019	
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
PTO	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 04/06/2019 To: 04/19/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	8.25	7.50	7.50	38.25
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.25	7.50	7.50	38.25
04/13/2019 - 04/19/2019	0.00	0.00	7.50	7.50	8.25	7.50	7.50	38.25
Standard Pay	0.00	0.00	7.50	7.50	8.25	7.50	7.50	38.25
HOLIDAY 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/06/2019 - 04/12/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/13/2019 - 04/19/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
HOLIDAY 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
PTO 001-16-5001201	0.00	0.00	1.50	0.00	0.00	0.00	0.00	1.50
REGULAR 001-16-5001201	0.00	0.00	6.00	7.50	7.50	7.50	0.00	28.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10496 - MOORE, ANN MARIE	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/06/2019 - 04/12/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
04/13/2019 - 04/19/2019	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
BIRTHDAY LEAVE 001-16-5001201	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
HOLIDAY 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR 001-16-5001201	0.00	0.00	0.00	7.50	7.50	7.50	0.00	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10589 - STOTLER, CRYSTAL	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/06/2019 - 04/12/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
04/13/2019 - 04/19/2019	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
Standard Pay	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
REGULAR	0.00	0.00	8.50	7.50	7.50	5.50	0.00	29.00
Weekly Standard Pay Totals:	0.00	0.00	8.50	7.50	7.50	6.50	7.50	37.50

Weekly Totals For 207:

04/06/2019 - 04/12/2019	0.00	0.00	52.50	52.50	53.25	53.00	52.00	263.25
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	53.25	53.00	52.00	263.25
04/13/2019 - 04/19/2019	0.00	0.00	53.50	53.50	52.50	51.50	52.50	263.50
Standard Pay Department Totals:	0.00	0.00	53.50	53.50	52.50	51.50	52.50	263.50
Standard Pay Department Totals:	0.00	0.00	106.00	106.00	105.75	104.50	104.50	526.75

Weekly Grand Totals:

04/06/2019 - 04/12/2019	0.00	0.00	52.50	52.50	53.25	53.00	52.00	263.25
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	53.25	53.00	52.00	263.25
04/13/2019 - 04/19/2019	0.00	0.00	53.50	53.50	52.50	51.50	52.50	263.50
Standard Pay Grand Totals:	0.00	0.00	53.50	53.50	52.50	51.50	52.50	263.50



From: 04/20/2019 To: 05/03/2019

Department: 207	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10026 - LAWS, JUNE								
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	0.00	0.00	0.00	15.00
REGULAR	0.00	0.00	0.00	0.00	7.50	7.50	7.50	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/27/2019 - 05/03/2019	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	1.25	0.00	1.25
REGULAR	0.00	0.00	7.50	7.50	7.50	6.25	7.50	36.25
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10062 - DEXTER, MICHELLE								
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/27/2019 - 05/03/2019	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10126 - KUJAWSKI, CHRISTOPHER								
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/27/2019 - 05/03/2019	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	8.00	38.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	8.00	38.00
10213 - COZIER, RYAN								
04/20/2019 - 04/26/2019	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 04/20/2019 To: 05/03/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/27/2019 - 05/03/2019	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	1.00	2.00	3.00
REGULAR	0.00	0.00	7.50	7.50	7.50	6.50	5.50	34.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
PTO	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
REGULAR	0.00	0.00	6.50	7.50	7.50	7.50	7.50	36.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/27/2019 - 05/03/2019	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
PTO	0.00	0.00	1.75	0.00	0.00	0.00	0.00	1.75
REGULAR	0.00	0.00	5.75	7.50	7.50	7.50	7.50	35.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10496 - MOORE, ANN MARIE	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.25	0.00	7.75
REGULAR	0.00	0.00	0.00	7.50	7.50	7.25	7.50	29.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/27/2019 - 05/03/2019	04/27/2019	04/28/2019	04/29/2019	04/30/2019	05/01/2019	05/02/2019	05/03/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.00	7.50	37.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10589 - STOTLER, CRYSTAL	04/20/2019	04/21/2019	04/22/2019	04/23/2019	04/24/2019	04/25/2019	04/26/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	1.75	0.00	0.00	1.75
REGULAR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Weekly Standard Pay Totals:	0.00	0.00	0.00	0.00	1.75	0.00	0.00	1.75

Notes:  
PTO 04/22/2019 - Sick

From: 04/20/2019 To: 05/03/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	7.50	5.75	7.50	7.50	35.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
04/27/2019 - 05/03/2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Standard Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	8.25	30.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	8.25	38.25
Weekly Totals For 207:	0.00	0.00	105.00	105.00	105.00	105.00	106.25	526.25
04/20/2019 - 04/26/2019	0.00	0.00	52.50	52.50	52.50	52.50	52.50	262.50
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	52.50	52.50	53.75	263.75
04/27/2019 - 05/03/2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Standard Pay Department Totals:	0.00	0.00	105.00	105.00	105.00	105.00	106.25	526.25
Weekly Grand Totals:	0.00	0.00	105.00	105.00	105.00	105.00	106.25	526.25
04/20/2019 - 04/26/2019	0.00	0.00	52.50	52.50	52.50	52.50	52.50	262.50
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	52.50	52.50	53.75	263.75
04/27/2019 - 05/03/2019	0.00	0.00	52.50	52.50	52.50	52.50	53.75	263.75
Standard Pay Grand Totals:	0.00	0.00	105.00	105.00	105.00	105.00	106.25	526.25





From: 05/04/2019 To: 05/17/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR 001-16-5001201	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/11/2019 - 05/17/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/04/2019 - 05/10/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	4.50	0.00	4.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	3.00	7.50	33.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/11/2019 - 05/17/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR 001-16-5001201	0.00	3.00	7.50	7.50	7.50	8.00	7.00	37.50
Weekly Standard Pay Totals:	0.00	3.00	7.50	7.50	7.50	8.00	7.00	37.50
05/04/2019 - 05/10/2019	0.00	3.00	7.50	7.50	7.50	8.00	7.00	37.50
Standard Pay	0.00	3.00	7.50	7.50	7.50	8.00	7.00	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/11/2019 - 05/17/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	8.00	7.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
05/04/2019 - 05/10/2019	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	8.00	7.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
05/11/2019 - 05/17/2019	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	8.00	7.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
05/04/2019 - 05/10/2019	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
PTO 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	8.00	7.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
05/11/2019 - 05/17/2019	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50
Standard Pay	0.00	0.00	7.50	7.50	7.50	8.00	7.00	37.50

10359 - TURBERVILLE, JUSTY

10496 - MOORE, ANN MARIE

10589 - STOTLER, CRYSTAL

From: 05/04/2019 To: 05/17/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
BIRTHDAY LEAVE 001-16-5001201	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
PTO 001-16-5001201	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
REGULAR 001-16-5001201	0.00	0.00	7.50	6.50	7.50	7.50	0.00	29.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
<b>Weekly Totals For 207:</b>								
05/04/2019 - 05/10/2019								
Standard Pay Department Totals:	0.00	0.00	52.50	54.25	52.50	52.50	52.50	264.25
05/11/2019 - 05/17/2019								
Standard Pay Department Totals:	0.00	0.00	54.00	55.00	52.50	53.50	47.50	262.50
Standard Pay Department Totals:	0.00	0.00	106.50	109.25	105.00	106.00	100.00	526.75
<b>Weekly Grand Totals:</b>								
05/04/2019 - 05/10/2019								
Standard Pay Grand Totals:	0.00	0.00	52.50	54.25	52.50	52.50	52.50	264.25
05/11/2019 - 05/17/2019								
Standard Pay Grand Totals:	0.00	0.00	54.00	55.00	52.50	53.50	47.50	262.50



Departmental Timesheet Hours Report for VOLUISIA COUNTY CLERK OF COURT

From: 05/18/2019 To: 05/31/2019

Department: 207	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10026 - LAWS, JUNE								
05/18/2019 - 05/24/2019	05/18/2019	05/19/2019	05/20/2019	05/21/2019	05/22/2019	05/23/2019	05/24/2019	
Standard Pay	0.00	0.00	7.50	9.00	7.50	7.50	6.00	37.50
REGULAR	0.00	0.00	7.50	9.00	7.50	7.50	6.00	37.50
Weekly Standard Pay Totals:								
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
Standard Pay	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	7.50	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	0.00	7.50	7.50	7.50	22.50
Weekly Standard Pay Totals:								
10062 - DEXTER, MICHELLE								
05/18/2019 - 05/24/2019	05/18/2019	05/19/2019	05/20/2019	05/21/2019	05/22/2019	05/23/2019	05/24/2019	
Standard Pay	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50
PTO	0.00	0.00	7.50	7.50	7.50	7.00	7.50	37.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.00
Weekly Standard Pay Totals:								
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	5.50	28.00
Weekly Standard Pay Totals:								
10126 - KUJAWSKI, CHRISTOPHER								
05/18/2019 - 05/24/2019	05/18/2019	05/19/2019	05/20/2019	05/21/2019	05/22/2019	05/23/2019	05/24/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
Standard Pay	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	0.00	1.50	0.00	0.00	1.50
REGULAR	0.00	0.00	0.00	7.50	4.50	7.50	9.00	28.50
Weekly Standard Pay Totals:								

From: 05/18/2019 To: 05/31/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10213 - COZIER, RYAN								
05/18/2019 - 05/24/2019	05/18/2019	05/19/2019	05/20/2019	05/21/2019	05/22/2019	05/23/2019	05/24/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
Standard Pay								
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	0.00	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY								
05/18/2019 - 05/24/2019	05/18/2019	05/19/2019	05/20/2019	05/21/2019	05/22/2019	05/23/2019	05/24/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	2.50	0.00	7.50	10.00
REGULAR	0.00	0.00	7.50	7.50	5.00	7.50	0.00	27.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
Standard Pay								
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	8.00	7.50	7.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	8.00	7.50	7.00	37.50
10496 - MOORE, ANN MARIE								
05/18/2019 - 05/24/2019	05/18/2019	05/19/2019	05/20/2019	05/21/2019	05/22/2019	05/23/2019	05/24/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	8.00	8.50	39.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	8.00	8.50	39.00
05/25/2019 - 05/31/2019	05/25/2019	05/26/2019	05/27/2019	05/28/2019	05/29/2019	05/30/2019	05/31/2019	
Standard Pay								
HOLIDAY	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.50	0.00	0.00	7.50	7.50	7.50	7.50	30.50
Weekly Standard Pay Totals:	0.50	0.00	7.50	7.50	7.50	7.50	7.50	38.00

Notes:

From: 05/18/2019 To: 05/31/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR 001-16-5001201								
10589 - STOTLER, CRYSTAL								
05/18/2019 - 05/24/2019								
Standard Pay								
REGULAR 001-16-5001201	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
05/25/2019 - 05/31/2019								
Standard Pay								
HOLIDAY 001-16-5001201	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
PTO 001-16-5001201	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 207:								
05/18/2019 - 05/24/2019	0.00	0.00	52.50	54.00	52.50	53.00	52.00	264.00
Standard Pay Department Totals:	0.00	0.00	52.50	54.00	52.50	53.00	52.00	264.00
05/25/2019 - 05/31/2019	0.50	0.00	52.50	52.50	51.50	52.50	53.50	263.00
Standard Pay Department Totals:	0.50	0.00	52.50	52.50	51.50	52.50	53.50	263.00
Standard Pay Department Totals:	0.50	0.00	105.00	106.50	104.00	105.50	105.50	527.00
Weekly Grand Totals:								
05/18/2019 - 05/24/2019	0.00	0.00	52.50	54.00	52.50	53.00	52.00	264.00
Standard Pay Grand Totals:	0.00	0.00	52.50	54.00	52.50	53.00	52.00	264.00
05/25/2019 - 05/31/2019	0.50	0.00	52.50	52.50	51.50	52.50	53.50	263.00
Standard Pay Grand Totals:	0.50	0.00	52.50	52.50	51.50	52.50	53.50	263.00



From: 06/01/2019 To: 06/14/2019

Department: 207	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10026 - LAWS, JUNE								
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	1.25	1.25
REGULAR	0.00	0.00	7.50	7.50	13.75	7.50	0.00	36.25
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	13.75	7.50	1.25	37.50
10062 - DEXTER, MICHELLE								
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
PTO	06/07/2019							
PTO	06/06/2019							
PTO	06/05/2019							
PTO	06/04/2019							
PTO	06/03/2019							
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
PTO	06/14/2019							
PTO	06/13/2019							
PTO	06/12/2019							
PTO	06/11/2019							
PTO	06/10/2019							
10126 - KUJAWSKI, CHRISTOPHER								
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	

From: 06/01/2019 To: 06/14/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Standard Pay								
REGULAR	0.00	0.00	8.00	7.50	7.50	8.50	6.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.00	7.50	7.50	8.50	6.00	37.50
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10213 - COZIER, RYAN								
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	8.50	8.50	7.50	7.50	39.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	8.50	8.50	7.50	7.50	39.50
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
REGULAR	0.00	0.00	8.50	8.00	7.50	7.50	6.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.50	8.00	7.50	7.50	6.00	37.50
10359 - TURBERVILLE, JUSTY								
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
Standard Pay								
REGULAR	0.00	0.00	8.00	7.50	7.50	11.50	3.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.00	7.50	7.50	11.50	3.00	37.50
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	7.00	7.50	14.50
REGULAR	0.00	0.00	7.50	8.00	7.50	0.00	0.00	23.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	8.00	7.50	7.00	7.50	37.50
10496 - MOORE, ANN MARIE								
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
Standard Pay								
PTO	0.00	0.00	0.00	7.50	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	7.50	0.00	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								

From: 06/01/2019 To: 06/14/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	8.00	7.50	7.50	7.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	8.00	7.50	7.50	7.00	37.50
10589 - STOTLER, CRYSTAL								
06/01/2019 - 06/07/2019	06/01/2019	06/02/2019	06/03/2019	06/04/2019	06/05/2019	06/06/2019	06/07/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.50	0.00	2.50	0.00	10.50
REGULAR	0.00	0.00	0.00	7.00	7.50	5.00	7.50	27.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/08/2019 - 06/14/2019	06/08/2019	06/09/2019	06/10/2019	06/11/2019	06/12/2019	06/13/2019	06/14/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 207:								
06/01/2019 - 06/07/2019	0.00	0.00	53.50	53.50	53.50	57.50	46.50	264.50
Standard Pay Department Totals:	0.00	0.00	53.50	54.00	58.75	52.00	44.25	262.50
06/08/2019 - 06/14/2019	0.00	0.00	107.00	107.50	112.25	109.50	90.75	527.00
Standard Pay Department Totals:	0.00	0.00	53.50	53.50	53.50	57.50	46.50	264.50
Weekly Grand Totals:	0.00	0.00	53.50	54.00	58.75	52.00	44.25	262.50
Standard Pay Grand Totals:	0.00	0.00	107.00	107.50	112.25	109.50	90.75	527.00



From: 06/15/2019 To: 06/28/2019

Department: 207	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10026 - LAWS, JUNE								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	7.50	7.50	7.50	22.50
REGULAR	0.00	0.00	7.50	7.50	0.00	0.00	0.00	15.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10062 - DEXTER, MICHELLE								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Notes:								
PTO		06/17/2019 - FMLA						
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay								
BIRTHDAY LEAVE	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	0.00	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10126 - KUJAWSKI, CHRISTOPHER								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 06/15/2019 To: 06/28/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10213 - COZIER, RYAN								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:								
10359 - TURBERVILLE, JUSTY								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:								
10496 - MOORE, ANN MARIE								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	7.50	6.75	0.00	0.00	0.00	6.75
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.75
REGULAR	0.00	0.00	0.00	0.00	7.50	8.25	7.50	30.75
Weekly Standard Pay Totals:								
06/22/2019 - 06/28/2019	06/22/2019	06/23/2019	06/24/2019	06/25/2019	06/26/2019	06/27/2019	06/28/2019	
Standard Pay	0.00	0.00	7.50	6.75	7.50	8.25	7.50	37.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
Weekly Standard Pay Totals:								
10589 - STOTLER, CRYSTAL								
06/15/2019 - 06/21/2019	06/15/2019	06/16/2019	06/17/2019	06/18/2019	06/19/2019	06/20/2019	06/21/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:								

From: 06/15/2019 To: 06/28/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
06/22/2019 - 06/28/2019	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	12.00	7.50	3.00	37.50
001-16-5001201	0.00	0.00	7.50	7.50	12.00	7.50	3.00	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	12.00	7.50	3.00	37.50
Weekly Totals For 207:								
06/15/2019 - 06/21/2019	0.00	0.00	52.50	51.75	52.50	53.25	52.50	262.50
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	57.00	52.50	48.00	262.50
06/22/2019 - 06/28/2019	0.00	0.00	105.00	104.25	109.50	105.75	100.50	525.00
Standard Pay Department Totals:	0.00	0.00	105.00	104.25	109.50	105.75	100.50	525.00
Weekly Grand Totals:								
06/15/2019 - 06/21/2019	0.00	0.00	52.50	51.75	52.50	53.25	52.50	262.50
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	57.00	52.50	48.00	262.50
06/22/2019 - 06/28/2019	0.00	0.00	105.00	104.25	109.50	105.75	100.50	525.00
Standard Pay Grand Totals:	0.00	0.00	105.00	104.25	109.50	105.75	100.50	525.00



From: 06/29/2019 To: 07/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
<b>Department: 207</b>								
10026 - LAWS, JUNE								
06/29/2019 - 07/05/2019								
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
PTO	0.00	0.00	0.00	0.00	7.50	0.00	7.50	15.00
REGULAR	0.00	0.00	7.50	7.50	0.00	0.00	0.00	15.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
07/06/2019 - 07/12/2019								
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	1.75	9.25
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	5.75	28.25
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
10062 - DEXTER, MICHELLE								
06/29/2019 - 07/05/2019								
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
07/06/2019 - 07/12/2019								
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	6.50	36.50
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
10126 - KUJAWSKI, CHRISTOPHER								
06/29/2019 - 07/05/2019								
Standard Pay								
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
07/06/2019 - 07/12/2019								
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	1.50	1.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	6.00	36.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>

From: 06/29/2019 To: 07/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10213 - COZIER, RYAN								
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
BEREAVEMENT	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/06/2019 - 07/12/2019	07/06/2019	07/07/2019	07/08/2019	07/09/2019	07/10/2019	07/11/2019	07/12/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY								
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PTO	0.00	0.00	7.50	7.50	7.50	0.00	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
07/06/2019 - 07/12/2019	07/06/2019	07/07/2019	07/08/2019	07/09/2019	07/10/2019	07/11/2019	07/12/2019	
Standard Pay	0.00	0.00	7.50	7.75	7.00	7.50	7.50	29.75
PTO	0.00	0.00	7.50	0.00	0.25	0.00	0.00	7.75
REGULAR	0.00	0.00	0.00	7.75	7.00	7.50	7.50	29.75
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.75	7.25	7.50	7.50	37.50
10496 - MOORE, ANN MARIE								
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR	0.00	0.00	7.50	8.50	7.50	0.00	6.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	8.50	7.50	7.50	6.50	37.50
07/06/2019 - 07/12/2019	07/06/2019	07/07/2019	07/08/2019	07/09/2019	07/10/2019	07/11/2019	07/12/2019	
Standard Pay	0.00	0.00	7.50	7.75	7.50	7.50	7.25	37.50
REGULAR	0.00	0.00	7.50	7.75	7.50	7.50	7.25	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.75	7.50	7.50	7.25	37.50
10589 - STOTLER, CRYSTAL								
06/29/2019 - 07/05/2019	06/29/2019	06/30/2019	07/01/2019	07/02/2019	07/03/2019	07/04/2019	07/05/2019	
Standard Pay	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
HOLIDAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	30.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 06/29/2019 To: 07/12/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
HOLIDAY	0.00	0.00	0.00	0.00	0.00	7.50	0.00	7.50
PTO	0.00	0.00	0.00	0.00	0.00	0.00	7.50	7.50
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
07/06/2019 - 07/12/2019								
Standard Pay								
PTO	0.00	0.00	7.50	0.00	0.00	0.00	0.00	7.50
REGULAR	0.00	0.00	0.00	7.50	7.50	7.50	7.50	30.00
<b>Weekly Standard Pay Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>37.50</b>
Weekly Totals For 207:								
06/29/2019 - 07/05/2019								
Standard Pay Department Totals:	0.00	0.00	52.50	53.50	52.50	52.50	51.50	262.50
Standard Pay Department Totals:	0.00	0.00	52.50	53.00	52.25	52.50	52.25	262.50
Standard Pay Department Totals:	0.00	0.00	105.00	106.50	104.75	105.00	103.75	525.00
Weekly Grand Totals:								
06/29/2019 - 07/05/2019								
Standard Pay Grand Totals:	0.00	0.00	52.50	53.50	52.50	52.50	51.50	262.50
Standard Pay Grand Totals:	0.00	0.00	52.50	53.00	52.25	52.50	52.25	262.50





From: 07/13/2019 To: 07/26/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	0.00	0.00	7.50	7.50	22.50
BEREAVEMENT	0.00	0.00	0.00	7.50	7.50	0.00	0.00	15.00
<b>Weekly Standard Pay Totals:</b>			7.50	7.50	7.50	7.50	7.50	37.50
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>			7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
REGULAR	0.00	0.00	7.75	7.50	7.50	7.50	7.25	37.50
<b>Weekly Standard Pay Totals:</b>			7.75	7.50	7.50	7.50	7.25	37.50
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.25	0.00	0.00	0.25
REGULAR	0.00	0.00	7.50	7.50	7.25	7.50	7.50	37.25
<b>Weekly Standard Pay Totals:</b>			7.50	7.50	7.50	7.50	7.50	37.50
10496 - MOORE, ANN MARIE	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>			7.50	7.50	7.50	7.50	7.50	37.50
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>			7.50	7.50	7.50	7.50	7.50	37.50
10589 - STOTLER, CRYSTAL	07/13/2019	07/14/2019	07/15/2019	07/16/2019	07/17/2019	07/18/2019	07/19/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
<b>Weekly Standard Pay Totals:</b>			7.50	7.50	7.50	7.50	7.50	37.50
07/20/2019 - 07/26/2019	07/20/2019	07/21/2019	07/22/2019	07/23/2019	07/24/2019	07/25/2019	07/26/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.50	0.00	0.00	0.00	0.50

From: 07/13/2019 To: 07/26/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
REGULAR	0.00	0.00	7.50	7.00	7.50	7.50	7.50	37.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Totals For 207:								
07/13/2019 - 07/19/2019								
Standard Pay Department Totals:	0.00	0.00	53.25	54.50	52.50	52.00	50.25	262.50
07/20/2019 - 07/26/2019								
Standard Pay Department Totals:	0.00	0.00	52.50	52.50	53.00	52.50	52.00	262.50
Standard Pay Department Totals:	0.00	0.00	105.75	107.00	105.50	104.50	102.25	525.00
Weekly Grand Totals:								
07/13/2019 - 07/19/2019								
Standard Pay Grand Totals:	0.00	0.00	53.25	54.50	52.50	52.00	50.25	262.50
07/20/2019 - 07/26/2019								
Standard Pay Grand Totals:	0.00	0.00	52.50	52.50	53.00	52.50	52.00	262.50



From: 07/27/2019 To: 08/09/2019

Department: 207	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
10026 - LAWS, JUNE								
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay	0.00	0.00	2.25	0.00	0.00	2.50	0.00	4.75
PTO	0.00	0.00	5.25	7.50	7.50	5.00	7.50	32.75
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	10.25	8.50	8.25	8.25	13.75	49.00
08/03/2019 - 08/09/2019	08/03/2019	08/04/2019	08/05/2019	08/06/2019	08/07/2019	08/08/2019	08/09/2019	
Standard Pay	0.00	0.00	10.25	8.50	8.25	8.25	13.75	49.00
REGULAR	0.00	0.00	10.25	8.50	8.25	8.25	13.75	49.00
OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	9.00	9.00
Weekly Standard Pay Totals:	0.00	0.00	10.25	8.50	8.25	8.25	13.75	49.00
10062 - DEXTER, MICHELLE								
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	8.00	7.50	7.50	7.50	7.50	38.00
08/03/2019 - 08/09/2019	08/03/2019	08/04/2019	08/05/2019	08/06/2019	08/07/2019	08/08/2019	08/09/2019	
Standard Pay	0.00	0.00	8.00	7.50	7.50	7.50	7.50	38.00
REGULAR	0.00	0.00	8.00	7.50	7.50	7.50	7.50	38.00
Weekly Standard Pay Totals:	0.00	0.00	8.00	7.50	7.50	7.50	7.50	38.00
10126 - KUJAWSKI, CHRISTOPHER								
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
08/03/2019 - 08/09/2019	08/03/2019	08/04/2019	08/05/2019	08/06/2019	08/07/2019	08/08/2019	08/09/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
PTO	0.00	0.00	0.00	1.50	0.00	0.00	0.00	1.50
REGULAR	0.00	0.00	7.50	6.00	7.50	7.50	7.50	36.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10213 - COZIER, RYAN								
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 07/27/2019 To: 08/09/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
08/03/2019 - 08/09/2019	08/03/2019	08/04/2019	08/05/2019	08/06/2019	08/07/2019	08/08/2019	08/09/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.50
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	5.00	35.00
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10359 - TURBERVILLE, JUSTY								
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00
REGULAR	0.00	0.00	7.50	8.00	7.50	7.50	5.00	35.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	8.00	7.50	7.50	7.00	37.50
08/03/2019 - 08/09/2019	08/03/2019	08/04/2019	08/05/2019	08/06/2019	08/07/2019	08/08/2019	08/09/2019	
Standard Pay								
PTO	0.00	0.00	0.00	0.00	0.00	7.50	7.50	15.00
REGULAR	0.00	0.00	7.50	7.50	7.50	0.00	0.00	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10496 - MOORE, ANN MARIE								
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
PTO	0.00	0.00	7.00	0.00	0.00	0.00	0.00	7.00
REGULAR	0.00	0.00	0.00	8.00	7.50	7.50	7.50	30.50
Weekly Standard Pay Totals:	0.00	0.00	7.00	8.00	7.50	7.50	7.50	37.50
08/03/2019 - 08/09/2019	08/03/2019	08/04/2019	08/05/2019	08/06/2019	08/07/2019	08/08/2019	08/09/2019	
Standard Pay								
PTO	0.00	0.00	7.50	7.50	0.00	0.00	0.00	15.00
REGULAR	0.00	0.00	0.00	0.00	7.50	7.50	7.50	22.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
10589 - STOTLER, CRYSTAL								
07/27/2019 - 08/02/2019	07/27/2019	07/28/2019	07/29/2019	07/30/2019	07/31/2019	08/01/2019	08/02/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	30.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50
08/03/2019 - 08/09/2019	08/03/2019	08/04/2019	08/05/2019	08/06/2019	08/07/2019	08/08/2019	08/09/2019	
Standard Pay								
REGULAR	0.00	0.00	7.50	7.50	7.50	7.50	7.50	30.50
Weekly Standard Pay Totals:	0.00	0.00	7.50	7.50	7.50	7.50	7.50	37.50

From: 07/27/2019 To: 08/09/2019

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Standard Pay								
PTO	0.00	0.00	0.00	0.00	7.50	7.50	7.50	22.50
REGULAR	0.00	0.00	8.00	7.50	0.00	0.00	0.00	15.50
Weekly Standard Pay Totals:	0.00	0.00	8.00	7.50	7.50	7.50	7.50	38.00
Weekly Totals For 207:								
07/27/2019 - 08/02/2019								
Standard Pay Department Totals:	0.00	0.00	52.00	53.50	52.50	52.50	52.00	262.50
08/03/2019 - 08/09/2019								
Standard Pay Department Totals:	0.00	0.00	56.25	53.50	53.25	53.25	58.75	275.00
Standard Pay Department Totals:	0.00	0.00	108.25	107.00	105.75	105.75	110.75	537.50
Weekly Grand Totals:								
07/27/2019 - 08/02/2019								
Standard Pay Grand Totals:	0.00	0.00	52.00	53.50	52.50	52.50	52.00	262.50
08/03/2019 - 08/09/2019								
Standard Pay Grand Totals:	0.00	0.00	56.25	53.50	53.25	53.25	58.75	275.00





### Resignation Statistics 2017-2019

These numbers reflect calendar-year resignations that occur prior to expected departure. They do not include retirements or terminations.

Out of approximately 270 employees:

2017	15 resignations	5% of work force
2018	10 resignations	4% of work force
2019	8 resignations (to date)	3% of work force

### Exit Survey Sample Comments

The exit survey is voluntary and not all choose to complete it. 19 people in the last 5 years selected the survey category – Resigned for a New Job. It is unlikely they resign for a new job that pays lower wages.

- I would mark multiple reasons if I was able to: Resigned for a new job, Opportunity for promotion and Educational opportunities
- I am very happy with the lessons that I learned during my employment for the Clerk of Court. I am also excited for the positive changes, particularly as they relate to teamwork and professionalism, that I have seen over the past several months under the direction of Laura Roth. I will pray that the "powers that be" will see it fit to appropriately compensate the employees of this office. The responsibilities of all of the employees within the organization are great and I believe that the earnings and salary ranges don't reflect their professional roles. I am sure that repetition and practice of the newly established values will make all of the difference in creating a positive and pleasant work environment.
- If my position paid a better salary it would have given me incentive to continue working.

VOLUSIA COUNTY CLERK OF COURT  
 Current Court employees  
 7/26/2019

0.0847

FTE	STATUS	TITLE	HOURLY RATE	2080 HOURS	ANNUAL	0.062 SS	0.0145 MRA	FRS RATE EST	TOTAL SAL & BENE
1	REGULAR	000 - COURT OPERATIONS CLERK IV	21.38	2080	44,470.00	2,757.00	645.00	3,767.00	51,639.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	18.58	2080	38,646.00	2,396.00	560.00	3,273.00	44,875.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	16.4	2080	34,112.00	2,115.00	495.00	2,889.00	39,611.00
0.5	REGULAR PT	000 - COURT OPERATIONS CLERK IV	18.85	2080	39,208.00	2,431.00	569.00	3,321.00	45,529.00
0.5	REGULAR PT	000 - COURT OPERATIONS CLERK II	14	1000	14,000.00	868.00	203.00	1,186.00	16,257.00
1	SALARY	124 - PROCEDURES QUALITY ASSISTANT	29.2308	2080	60,800.00	3,770.00	882.00	5,150.00	70,602.00
1	REGULAR	000 - DEPARTMENT SUPERVISOR	22.25	2080	46,280.00	2,869.00	671.00	3,920.00	53,740.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1	REGULAR	000 - DEPARTMENT SUPERVISOR	22.25	2080	46,280.00	2,869.00	671.00	3,920.00	53,740.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - VIRTUAL PRODUCTION SPECIALIST	19.68	2080	40,934.00	2,538.00	594.00	3,467.00	47,533.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	21.95	2080	45,656.00	2,831.00	662.00	3,867.00	53,016.00
1	REGULAR	000 - VIRTUAL PRODUCTION SPECIALIST	19.22	2080	39,978.00	2,479.00	580.00	3,386.00	46,423.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	16.42	2080	34,154.00	2,118.00	495.00	2,893.00	39,660.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	17.97	2080	37,378.00	2,317.00	542.00	3,166.00	43,403.00
1	REGULAR	114 - EVIDENCE CUSTODIAN	21.73	2080	45,198.00	2,802.00	655.00	3,828.00	52,483.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	16.4	2080	34,112.00	2,115.00	495.00	2,889.00	39,611.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - COURT OPERATIONS CLERK I	12	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00
1	REGULAR	000 - SENIOR PROJECT SPECIALIST	25.66	2080	53,373.00	3,309.00	774.00	4,521.00	61,977.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00
1	REGULAR	000 - VIRTUAL PRODUCTION SPECIALIST	20.6	2080	42,848.00	2,657.00	621.00	3,629.00	49,755.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	17.94	2080	37,315.00	2,314.00	541.00	3,161.00	43,331.00
1	REGULAR	000 - VIRTUAL PRODUCTION SPECIALIST	20.86	2080	43,389.00	2,690.00	629.00	3,675.00	50,383.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00
1	REGULAR	000 - VIRTUAL PRODUCTION SPECIALIST	19.68	2080	40,934.00	2,538.00	594.00	3,467.00	47,533.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - TRIAL CLERK	16.05	2080	33,384.00	2,070.00	484.00	2,828.00	38,766.00
1	REGULAR	000 - SENIOR DEPARTMENT SUPERVISOR	25.66	2080	53,373.00	3,309.00	774.00	4,521.00	61,977.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	17.24	2080	35,859.00	2,223.00	520.00	3,037.00	41,639.00

VOLUSIA COUNTY CLERK OF COURT  
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FTE	STATUS	TITLE	HOURLY RATE	2080 HOURS	ANNUAL	0.062 SS	0.0145 MRA	0.0847 FRS RATE EST	TOTAL SAL & BENE
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18.48	2080	38,438.00	2,383.00	557.00	3,256.00	44,634.00
0.5	REGULAR_PT	000 - COURT OPERATIONS CLERK II	13.25	1000	13,250.00	822.00	192.00	1,122.00	15,386.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1	REGULAR	000 - SENIOR DEPARTMENT SUPERVISOR	26	2080	54,080.00	3,353.00	784.00	4,581.00	62,798.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	15.82	2080	32,906.00	2,040.00	477.00	2,787.00	38,210.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	19.67	2080	40,914.00	2,537.00	593.00	3,465.00	47,509.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.68	2080	32,614.00	2,022.00	473.00	2,762.00	37,871.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	14.04	2080	29,203.00	1,811.00	423.00	2,473.00	33,910.00
0.5	REGULAR_PT	000 - VIRTUAL OFFICE PROCESSOR	15.5	1000	15,500.00	961.00	225.00	1,313.00	17,999.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	16.4	2080	34,112.00	2,115.00	495.00	2,889.00	39,611.00
1	REGULAR	000 - SENIOR TRIAL CLERK	19.19	2080	39,915.00	2,475.00	579.00	3,381.00	46,350.00
1	SALARY	124 - COURT SUPPORT MANAGER	32.4359	2080	67,467.00	4,183.00	978.00	5,714.00	78,342.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18.44	2080	38,355.00	2,378.00	556.00	3,249.00	44,538.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	16.66	2080	34,653.00	2,148.00	502.00	2,935.00	40,238.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	17.35	2080	36,088.00	2,237.00	523.00	3,057.00	41,905.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	14.74	2080	30,659.00	1,901.00	445.00	2,597.00	35,602.00
1	REGULAR	000 - COURT OPERATIONS SUPERVISOR	22.25	2080	46,280.00	2,869.00	671.00	3,920.00	53,740.00
0.5	REGULAR_PT	000 - COURT OPERATIONS CLERK II	13.25	1000	13,250.00	822.00	192.00	1,122.00	15,386.00
1	REGULAR	000 - SENIOR DEPARTMENT SUPERVISOR	23	2080	47,840.00	2,966.00	694.00	4,052.00	55,552.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	17.94	2080	37,315.00	2,314.00	541.00	3,161.00	43,331.00
1	SALARY	124 - SENIOR COURT OPERATIONS MANAGER	40	2080	83,200.00	5,158.00	1,206.00	7,047.00	96,611.00
1	REGULAR	000 - VIRTUAL OFFICE PROCESSOR	16.4	2080	34,112.00	2,115.00	495.00	2,889.00	39,611.00
1	REGULAR	000 - COURT OPERATIONS CLERK I	12	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	14.04	2080	29,203.00	1,811.00	423.00	2,473.00	33,910.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,563.00	1,714.00	401.00	2,341.00	32,099.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,563.00	1,709.00	400.00	2,334.00	32,003.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18.58	2080	38,646.00	2,396.00	560.00	3,273.00	44,875.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	18.58	2080	38,646.00	2,396.00	560.00	3,273.00	44,875.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	20.6	2080	42,848.00	2,657.00	621.00	3,629.00	49,755.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	16.66	2080	34,653.00	2,148.00	502.00	2,935.00	40,238.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	SALARY	124 - MANAGER FAMILY LAW JUVENILE	32.4359	2080	67,467.00	4,183.00	978.00	5,714.00	78,342.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	20.6	2080	42,848.00	2,657.00	621.00	3,629.00	49,755.00
1	REGULAR	000 - SENIOR DEPARTMENT SUPERVISOR	27	2080	56,160.00	3,482.00	814.00	4,757.00	65,213.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - TRIAL CLERK	14.5	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00

VOLUISIA COUNTY CLERK OF COURT  
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0.0847

FTE	STATUS	TITLE	HOURLY RATE	2080 HOURS	ANNUAL	SS	MRA	FRS RATE EST	TOTAL SAL & BENE
1 REGULAR		000 - SENIOR TRIAL CLERK	18 35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1 REGULAR		000 - TRIAL CLERK	14.5 28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5 30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1 REGULAR		000 - VIRTUAL PRODUCTION SPECIALIST	21.16 41,262.00	2080	44,013.00	2,729.00	638.00	3,728.00	51,108.00
1 REGULAR		000 - SENIOR TRIAL CLERK	18 35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	19.97 38,941.50	2080	41,538.00	2,575.00	602.00	3,518.00	48,233.00
1 REGULAR		000 - COURT OPERATIONS CLERK IV	21.49 41,905.50	2080	44,699.00	2,771.00	648.00	3,786.00	51,904.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5 30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1 REGULAR		000 - SENIOR TRIAL CLERK	18 35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1 REGULAR		000 - PROJECT SPECIALIST	22.38 43,641.00	2080	46,550.00	2,886.00	675.00	3,943.00	54,054.00
1 REGULAR		000 - COURT OPERATIONS CLERK IV	18.85 36,757.50	2080	39,208.00	2,431.00	569.00	3,321.00	45,529.00
1 REGULAR		000 - SENIOR TRIAL CLERK	18 35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1 REGULAR		000 - COURT OPERATIONS CLERK IV	21.22 41,379.00	2080	44,138.00	2,737.00	640.00	3,738.00	51,253.00
1 REGULAR		000 - SENIOR DEPARTMENT SUPERVISOR	24.49 47,755.50	2080	50,939.00	3,158.00	739.00	4,315.00	59,151.00
1 REGULAR		000 - VIRTUAL PRODUCTION SPECIALIST	25.16 49,062.00	2080	52,333.00	3,245.00	759.00	4,433.00	60,770.00
1 REGULAR		000 - SENIOR DEPARTMENT SUPERVISOR	26 50,700.00	2080	54,080.00	3,353.00	784.00	4,581.00	62,798.00
1 REGULAR		000 - SENIOR TRIAL CLERK	18 35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	16.4 31,980.00	2080	34,112.00	2,115.00	495.00	2,889.00	39,611.00
1 REGULAR		000 - DEPARTMENT SUPERVISOR	25.19 49,120.50	2080	52,395.00	3,248.00	760.00	4,438.00	60,841.00
1 REGULAR		000 - TRIAL CLERK	14.5 28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5 30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1 REGULAR		000 - SENIOR PROJECT SPECIALIST	26.65 51,967.50	2080	55,432.00	3,437.00	804.00	4,695.00	64,368.00
1 REGULAR		000 - COURT OPERATIONS CLERK IV	19.69 38,395.50	2080	40,955.00	2,539.00	594.00	3,469.00	47,557.00
1 REGULAR		000 - SENIOR TRIAL CLERK	20.17 39,331.50	2080	41,954.00	2,601.00	608.00	3,554.00	48,717.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.94 31,083.00	2080	33,155.00	2,056.00	481.00	2,808.00	38,500.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	16.91 32,974.50	2080	35,173.00	2,181.00	510.00	2,979.00	40,843.00
1 REGULAR		000 - TRIAL CLERK	14.5 28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00
1 REGULAR		000 - COURT OPERATIONS CLERK II	13.25 25,837.50	2080	27,560.00	1,709.00	400.00	2,334.00	32,009.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	17.43 33,988.50	2080	36,254.00	2,248.00	526.00	3,071.00	42,099.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	17.94 34,983.00	2080	37,315.00	2,314.00	541.00	3,161.00	43,331.00
1 REGULAR		000 - COURT OPERATIONS CLERK I	12 23,400.00	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00
1 REGULAR		000 - COURT OPERATIONS CLERK IV	20.28 39,546.00	2080	42,182.00	2,615.00	612.00	3,573.00	48,982.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	16.11 31,414.50	2080	33,509.00	2,078.00	486.00	2,838.00	38,911.00
1 REGULAR		000 - COURT OPERATIONS CLERK IV	18 35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1 REGULAR		000 - COURT OPERATIONS CLERK II	13.25 25,837.50	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	16.66 32,487.00	2080	34,653.00	2,148.00	502.00	2,935.00	40,238.00
1 REGULAR		000 - SENIOR TRIAL CLERK	18.6 36,270.00	2080	38,688.00	2,399.00	561.00	3,277.00	44,925.00
1 REGULAR		000 - TRIAL CLERK	15.5 30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5 30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1 REGULAR		000 - SENIOR TRIAL CLERK	19.11 37,264.50	2080	39,749.00	2,464.00	576.00	3,367.00	46,156.00

VOLUISIA COUNTY CLERK OF COURT  
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 7/26/2019

FTE	STATUS	TITLE	HOURLY		HOURS	ANNUAL	SS	MRA	FRS RATE	EST	TOTAL
			RATE	2080							
1 REGULAR		000 - VIRTUAL PRODUCTION SPECIALIST	21.72	42,354.00	2080	45,178.00	2,801.00	655.00	3,827.00	52,461.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5	30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00	
1 REGULAR		000 - TRIAL CLERK	15.5	30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00	
1 REGULAR		000 - COURT OPERATIONS CLERK I	12	23,400.00	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	14.74	28,743.00	2080	30,659.00	1,901.00	445.00	2,597.00	35,602.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18	35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	24.91	48,574.50	2080	51,813.00	3,212.00	751.00	4,389.00	60,165.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	13.25	25,837.50	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	13.25	25,837.50	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18	35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	13.25	25,837.50	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00	
1 REGULAR		000 - TRIAL CLERK	14.5	28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00	
1 SALARY		124 - COURT OPS MANAGER CIVIL/PROBATE	30.667	59,800.00	2080	63,787.00	3,955.00	925.00	5,403.00	74,070.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	21.5	41,925.00	2080	44,720.00	2,773.00	648.00	3,788.00	51,929.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	16.4	31,980.00	2080	34,112.00	2,115.00	495.00	2,889.00	39,611.00	
1 REGULAR		000 - DEPARTMENT SUPERVISOR	22.25	43,387.50	2080	46,280.00	2,869.00	671.00	3,920.00	53,740.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18	35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5	30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00	
1 REGULAR		000 - TRIAL CLERK	14.5	28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	13.25	25,837.50	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	16.15	31,492.50	2080	33,592.00	2,083.00	487.00	2,845.00	39,007.00	
1 REGULAR		000 - TRIAL CLERK	14.5	28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00	
1 REGULAR		000 - TRIAL CLERK	14.5	28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18	35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00	
1 REGULAR		000 - TRIAL CLERK	14.5	28,275.00	2080	30,160.00	1,870.00	437.00	2,555.00	35,022.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5	30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	13.25	25,837.50	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	16.15	31,492.50	2080	33,592.00	2,083.00	487.00	2,845.00	39,007.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18	35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00	
1 REGULAR		000 - COURT OPERATIONS CLERK IV	21.8	42,510.00	2080	45,244.00	2,811.00	657.00	3,841.00	52,653.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5	30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18.95	36,952.50	2080	39,416.00	2,444.00	572.00	3,339.00	45,771.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18	35,100.00	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00	
1 REGULAR		000 - SENIOR TRIAL CLERK	18.48	36,036.00	2080	38,438.00	2,383.00	557.00	3,256.00	44,634.00	
1 REGULAR		000 - COURT OPERATIONS CLERK I	12	23,400.00	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	14.72	28,704.00	2080	30,618.00	1,898.00	444.00	2,593.00	35,553.00	
1 REGULAR		000 - SENIOR PROJECT SPECIALIST	24.76	48,282.00	2080	51,501.00	3,193.00	747.00	4,362.00	59,803.00	
1 REGULAR		000 - COURT OPERATIONS CLERK IV	17.37	33,871.50	2080	36,130.00	2,240.00	524.00	3,060.00	41,954.00	
1 REGULAR		000 - COURT OPERATIONS CLERK I	12	23,400.00	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	15.5	30,225.00	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00	
1 REGULAR		000 - COURT OPERATIONS CLERK II	14.04	27,378.00	2080	29,203.00	1,811.00	423.00	2,473.00	33,910.00	
1 REGULAR		000 - COURT OPERATIONS CLERK III	17.13	33,403.50	2080	35,630.00	2,209.00	517.00	3,018.00	41,374.00	
1 REGULAR		000 - COURT OPERATIONS CLERK I	12	23,400.00	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00	

VOLUSIA COUNTY CLERK OF COURT  
 Current Court employees  
 7/26/2019

FTE	STATUS	TITLE	HOURLY RATE	2080 HOURS	ANNUAL	0.062 SS	0.0145 MRA	0.0847 FRS RATE EST	TOTAL SAL & BENE
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - VIRTUAL OFFICE PROCESSOR	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	18.3	2080	38,064.00	2,360.00	552.00	3,224.00	44,200.00
1	SALARY	109 - JURY MANAGMENT COORDINATOR	32.4359	2080	67,467.00	4,183.00	978.00	5,714.00	78,342.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	19.5	2080	40,560.00	2,515.00	588.00	3,435.00	47,098.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - SENIOR PROJECT SPECIALIST	29.22	2080	60,778.00	3,768.00	881.00	5,148.00	70,575.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	18.48	2080	38,438.00	2,383.00	557.00	3,256.00	44,634.00
1	REGULAR	000 - COURT OPERATIONS CLERK I	12	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00
1	REGULAR	000 - VIRTUAL PRODUCTION SPECIALIST	18.66	2080	38,813.00	2,406.00	563.00	3,287.00	45,069.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.25	2080	27,560.00	1,709.00	400.00	2,334.00	32,003.00
1	REGULAR	000 - TRIAL CLERK	16.05	2080	33,384.00	2,070.00	484.00	2,828.00	38,766.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - COURT OPERATIONS CLERK III	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - COURT OPERATIONS CLERK IV	18.85	2080	39,208.00	2,431.00	569.00	3,321.00	45,529.00
1	REGULAR	000 - COURT OPERATIONS CLERK II	13.67	2080	28,434.00	1,763.00	412.00	2,408.00	33,017.00
1	REGULAR	000 - COURT OPERATIONS CLERK I	12	2080	24,960.00	1,548.00	362.00	2,114.00	28,984.00
1	REGULAR	000 - VIRTUAL OFFICE PROCESSOR	15.5	2080	32,240.00	1,999.00	467.00	2,731.00	37,437.00
1	REGULAR	000 - SENIOR TRIAL CLERK	18	2080	37,440.00	2,321.00	543.00	3,171.00	43,475.00
1	REGULAR	000 - VIRTUAL PRODUCTION SPECIALIST	18.75	2080	39,000.00	2,418.00	566.00	3,303.00	45,287.00
1	REGULAR	000 - PROJECT SPECIALIST	22.8	2080	47,424.00	2,940.00	688.00	4,017.00	55,069.00
1	REGULAR	000 - DEPARTMENT SUPERVISOR	22.25	2080	46,280.00	2,869.00	671.00	3,920.00	53,740.00
0.8	SALARY	122 - ASSISTANT MANAGER - HR GENERALIST	25.43592	2080	52,907.00	3,280.00	767.00	4,481.00	61,435.00
0.8	REGULAR	122 - HUMAN RESOURCE SPECIALIST I	14.4	2080	29,952.00	1,857.00	434.00	2,537.00	34,780.00
0.8	SALARY	122 - CHIEF HUMAN RESOURCE OFFICER	36.81592	2080	76,577.00	4,748.00	1,110.00	6,486.00	88,921.00
2.6	REGULAR	ACCOUNTING STAFF	VARIOUS	VARIOUS					16,873.00
190									<b>8,219,727.00</b>

Total Court-side Salary, Tax, & FRS

1950 hours 7,694,254.00  
 2080 hours 8,219,727.00  
 Court Increase 525,473.00

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Walton
Contact	Linda Warren
E-Mail	lindaw@waltonclerk.com

FTE	0.50
Personnel	\$30,047
Operating	\$151
Capital	
<b>TOTAL</b>	<b>\$30,198</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Administrative Directive No. 2019-02, effective February 1, 2019, added a general magistrate in Walton's Family Division resulting in additional workload for the clerk. We are requesting .50 FTE to cover the expense of providing clerical services and support for the newly assigned magistrate.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

Pursuant to s. 43.26 and s. 42.27, Florida Statutes, all Clerks of the Courts must provide appropriate staff in support of the clerks official duties and responsibilities to the judicial processes. A full time FTE, including benefits, in the family court division is \$60,094.80. We are requesting 1/2 FTE, plus minimal operating costs - \$30,198.

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

Walton's additional funding request is necessary to provide support and services to the new magistrate and is permanent and recurring; however, should the magistrate position be rescinded at a future date, we will notify CCOC immediately.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Attachments: Administrative Directive 2019.01; Order of Referral to General Magistrate; Order to Show Cause Before General Magistrate on Motion for Contempt/Enforcement; Magistrate Caseload Report

IN THE COURT OF THE FIRST JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA  
COUNTY OF WALTON

ADMINISTRATIVE DIRECTIVE NO: 2019-01

FILED  
WALTON COUNTY FLORIDA  
CLERK OF COURTS  
2019 JAN 30 P 1:05

RE: PROCEDURE FOR ASSIGNING ALL PRO SE CASES IN ALL DIVISIONS AND POST JUDGMENT DISSOLUTION OF MARRIAGE CASES IN JUDGE JEFFREY LEWIS' DIVISION ONLY, TO THE MAGISTRATE

**WHEREAS**, pursuant to Administrative Order 2018-11, Wanda J. Morgan has been appointed as Magistrate for the First Judicial Circuit and is authorized to handle all matters pursuant to Rule 1.490, Florida Rules of Civil Procedure, and pursuant to Rule 12.490 and 12.491, Florida Family Law Rules of Procedure, and

**WHEREAS**, there is a need to provide for efficient and expeditious progress of proceedings filed in Domestic Relations Cases in Walton County Circuit Court.

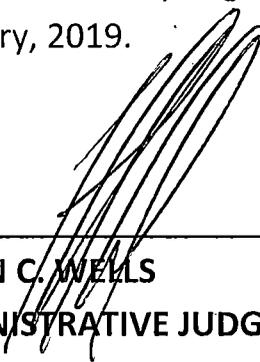
**ACCORDINGLY**, the Office of the Clerk of Court is hereby directed to issue an Order of Referral to General Magistrate, a copy of which is attached hereto, in Domestic Relation Cases as follows:

1. All Petition for Simplified Dissolution of Marriage **(in all Divisions)**;
2. All Pro Se Family Law Matters **(in all Divisions)**; and
3. Post Judgment Family Law Matters, including but not limited to modifications, contempt/enforcement and petitions to relocate **(in Judge Jeffrey Lewis' Division only)**.

**Effective February 1, 2019.**

Inst. #20190003026 Blk: 3096 Pg: 974  
Page 1 of 4 Recorded: 1/31/2019 8:50 AM  
Alex Alford Clerk of Courts, Walton County, Florida  
Deputy Clerk MORRISON

**DONE AND ORDERED** in Chambers at DeFuniak Springs, Walton County,  
Florida, on this 30<sup>th</sup> day of January, 2019.



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**KELVIN C. WELLS**  
**ADMINISTRATIVE JUDGE WALTON COUNTY**

**Copies furnished to:**

**Honorable Linda Nobles, Chief Judge**  
**Robin Wright, Trial Court Administrator**  
**All Judges, Walton County**  
**Alex Alford, Clerk of Court, Walton County**  
**Magistrate Wanda Morgan**  
**For publication: [www.FirstJudicialCircuit.org](http://www.FirstJudicialCircuit.org)**

IN THE CIRCUIT COURT OF THE FIRST JUDICIAL CIRCUIT  
IN AND FOR \_\_\_\_\_ COUNTY, FLORIDA

\_\_\_\_\_,  
Petitioner,  
and  
\_\_\_\_\_,  
Respondent.

Case No. \_\_\_\_\_  
Division: \_\_\_\_\_

**ORDER OF REFERRAL TO GENERAL MAGISTRATE**

THIS CASE IS REFERRED TO THE GENERAL MAGISTRATE on all of the following:

1. All Petitions for Simplified Dissolution of Marriage;
2. All Pro Se Family Law Matters;
3. Post judgment family law matters, including but not limited to modifications, contempt/enforcement and petitions to relocate in Judge Lewis' Division only.

AND ANY OTHER MATTER RELATED THERETO.

ADDITIONALLY, when a motion or petition is referred to the General Magistrate for disposition, then all matters connected therewith such as discovery motions and motion to require production of documents and other evidence and to enforce such requirements; motions for continuances; motions to dismiss the referred matter; motions for temporary relief; motions to compel attendance of witnesses and to enforce orders compelling such attendance; motions for child testimony; motions to testify telephonically; motions for attorneys fees incurred on the matter referred, both temporary and permanent; motions to recover costs; and any other procedural motions directly related to the referred matter **are to be solely heard by the General Magistrate.**

IT IS FURTHER ORDERED that the above issues are referred to **GENERAL MAGISTRATE WANDA J. MORGAN at (850) 609-5412**, for further proceedings, under rule 12.490 of the Florida Family Law Rules of Procedure and current administrative orders of the Court. Financial Affidavits, Florida Family Law Rules of Procedure Form 12.902(b) or (c), shall be filed in accordance with Florida Family Law Rule of Procedure 12.285. The General Magistrate is authorized to administer oaths and conduct hearings, which may include taking of evidence, and shall file a report and recommendations that contain findings of fact, conclusions of law, and the name of the court reporter, if any.

The General Magistrate shall assign a time for the proceedings as soon as reasonably possible after this referral is made and shall give notice to each of the parties either directly or by directing counsel or a party to file and serve a notice of hearing.

Counties within the State of Florida may have different rules. Please consult the Clerk of the Court relating to this procedure.

**A REFERRAL TO A GENERAL MAGISTRATE REQUIRES THE CONSENT OF ALL PARTIES. YOU ARE ENTITLED TO HAVE THIS MATTER HEARD BY A JUDGE. IF YOU DO NOT WANT TO HAVE THIS MATTER HEARD BY THE GENERAL MAGISTRATE, YOU MUST FILE A WRITTEN OBJECTION TO THE REFERRAL WITHIN 10 DAYS OF THE**

**TIME OF SERVICE OF THIS ORDER. IF THE TIME SET FOR THE HEARING IS LESS THAN 10 DAYS AFTER SERVICE OF THIS ORDER, THE OBJECTION MUST BE MADE BEFORE THE HEARING. IF THIS ORDER IS SERVED WITHIN THE FIRST 20 DAYS AFTER SERVICE OF PROCESS, THE TIME TO FILE AN OBJECTION IS EXTENDED TO THE TIME WITHIN WHICH A RESPONSIVE PLEADING IS DUE. FAILURE TO FILE A WRITTEN OBJECTION WITHIN THE APPLICABLE TIME PERIOD IS DEEMED TO BE A CONSENT TO THE REFERRAL.**

If either party files a timely objection, this matter shall be returned to the undersigned judge with a notice stating the amount of time needed for hearing.

**REVIEW OF THE REPORT AND RECOMMENDATIONS MADE BY THE GENERAL MAGISTRATE SHALL BE BY EXCEPTIONS AS PROVIDED IN RULE 12.490(f), FLORIDA FAMILY LAW RULES OF PROCEDURE. A RECORD, WHICH INCLUDES A TRANSCRIPT MAY BE REQUIRED TO SUPPORT EXCEPTIONS.**

YOU ARE ADVISED THAT IN THIS CIRCUIT an electronic recording is provided by the court. A party may provide a court reporter at that party's expense.

**SHOULD YOU WISH TO SEEK REVIEW OF THE REPORT AND RECOMMENDATION MADE BY THE GENERAL MAGISTRATE, YOU MUST FILE EXCEPTIONS IN ACCORDANCE WITH RULE 12.490(f), FLORIDA FAMILY LAW RULES OF PROCEDURE. YOU WILL BE REQUIRED TO PROVIDE THE COURT WITH A RECORD SUFFICIENT TO SUPPORT YOUR EXCEPTIONS, OR YOUR EXCEPTIONS WILL BE DENIED. A RECORD ORDINARILY INCLUDES A WRITTEN TRANSCRIPT OF ALL RELEVANT PROCEEDINGS. THE PERSON SEEKING REVIEW MUST HAVE THE TRANSCRIPT PREPARED IF NECESSARY FOR THE COURT'S REVIEW.**

ORDERED this \_\_\_\_\_ day of \_\_\_\_\_, 2019, in \_\_\_\_\_ County, Florida.

/s/JEFFREY E. LEWIS  
CIRCUIT JUDGE

**CERTIFICATE OF SERVICE**

I hereby certify that a copy of this order was furnished to the following on \_\_\_\_\_, 2019

Petitioner \_\_\_\_\_

Respondent \_\_\_\_\_

CLERK OF COURT

By: \_\_\_\_\_  
Deputy Clerk

## Supporting Documentation for Walton County

UCN	Description
662019DR000075DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000079DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000082DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000077DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662014DR000005DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE MAILED TO DEBORAH PARSONS
662019DR000071DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE
662019DR000093DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000094DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - BRIAN MCLAUGHLIN
662019DR000105DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000111DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000112DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000114DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000117DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662001DR000443DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662015DR000707DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000125DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000128DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662016DR000637DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000133DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000139DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000143DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000961DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE
662019DR000142DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662008DR000038DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662009DR001086DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662011DR000022DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000144DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662014DR000111DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000120DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000147DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000149DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL MAILED TO BOTH PARTIES
662019DR000155DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000148DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000159DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000165DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000164DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000166DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662016DR000376DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000172DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE
662019DR000167DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000173DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000175DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662013DR000954DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL - MAILED TO BOTH PARTIES

## Supporting Documentation for Walton County

662012DR000677DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000179DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000170DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662015DR000166DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662017DR000372DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662010DR000069DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662009DR000526DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662010DR000464DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000186DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662016DR000645DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000188DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662019DR000189DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662010DR000793DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662017DR000832DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000192DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000194DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000197DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000202DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000198DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000213DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000216DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000217DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662011DR000100DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000888DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662011DR000774DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000210DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662004DR000548DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE
662019DR000229DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL-MAILED TO BOTH PARTIES
662019DR000223DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000232DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000234DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000238DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662016DR000846DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000253DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000254DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662016DR000557DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662016DR000409DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000269DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000270DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000272DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000276DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000274DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000278DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662019DR000283DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000842DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL

### Supporting Documentation for Walton County

662019DR000294DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662019DR000290DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000261DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000298DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662015DR000212DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662018DR000542DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000304DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000305DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000311DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL MAILED TO BOTH PARTIES
662019DR000308DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000326DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662014DR000771DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000340DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662009DR000733DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000353DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662014DR000682DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000361DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662011DR000500DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000363DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662019DR000365DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000366DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000372DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000375DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662009DR000513DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000382DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662017DR000693DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662016DR000876DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662012DR000028DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000385DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000389DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000391DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000398DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662016DR000015DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000411DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000409DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662017DR000831DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000422DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000434DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000073DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000432DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000436DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000440DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000442DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000443DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL- MAILED TO BOTH PARTIES
662019DR000447DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL

## Supporting Documentation for Walton County

662019DR000441DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000832DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000828DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000468DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000469DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000471DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000474DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000479DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000484DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000494DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000495DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000502DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000470DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000464DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000477DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000507DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662008DR000924DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000510DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000501DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000520DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000522DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000524DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000528DRAXMX	AGREEMENT TO WAIVE RECEIPT OF GENERAL MAGISTRATE REPORT AND EXCEPTION HOLD
662019DR000034DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000536DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000542DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000538DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000499DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000540DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000551DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL JTH
662019DR000521DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000548DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662004DR000842DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000562DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL FOR SHANDA HOPE REEVES
662019DR000564DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000569DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000575DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000841DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000563DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662017DR000604DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000592DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662017DR000329DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000595DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000604DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000602DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL

## Supporting Documentation for Walton County

662019DR000047DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662014DR000741DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000623DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000626DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000550DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE
662019DR000628DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000636DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000640DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000635DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662015DR000743DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE
662019DR000641DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662018DR000047DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000648DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000650DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000649DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000651DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL
662019DR000645DRAXMX	ORDER OF REFERRAL TO GENERAL MAGISTRATE - CIVIL

### **Magistrate Caseload - 195**

(All duplicate cases were removed from total)

**IN THE CIRCUIT COURT OF THE  
FIRST JUDICIAL CIRCUIT IN AND  
FOR WALTON COUNTY, FLORIDA**

**Petitioner,**

Petitioner,

and

**Case No. casenum**

**Respondent,**

Respondent.

**ORDER TO SHOW CAUSE BEFORE GENERAL MAGISTRATE ON  
MOTION FOR CONTEMPT/ENFORCEMENT**

1. **UPON CONSIDERATION OF THE ATTACHED IT IS ORDERED** that Partyname is hereby **ORDERED AND REQUIRED** to appear on the Petitioner/Respondent's Motion for Civil Contempt/Enforcement filed fileddate, before **GENERAL MAGISTRATE WANDA J. MORGAN** pursuant to the attached Order of Referral to the General Magistrate. All parties are ordered to appear on the date and time listed below.

**HEARING DATE:** hearingdate  
**HEARING TIME:** time (central time)  
**LOCATION:** Walton County Courthouse  
Third Floor, Courtroom C  
571 U.S. Highway 90 E  
DeFuniak Springs, Florida

2. You must arrive early to allow time for parking and the security check.

**IF THE MATTER BEFORE THE COURT IS A MOTION FOR CIVIL CONTEMPT/ ENFORCEMENT, FAILURE TO APPEAR AT THE HEARING MAY RESULT IN THE COURT ISSUING A WRIT OF BODILY ATTACHMENT FOR YOUR ARREST. IF YOU ARE ARRESTED, YOU MAY BE HELD IN JAIL UP TO 48 HOURS BEFORE A HEARING IS HELD.**

**IF THE MATTER BEFORE THE COURT IS A MOTION FOR CIVIL CONTEMPT/ ENFORCEMENT ON SUPPORT MATTERS YOU ARE STRONGLY URGED TO PREPARE AND FILE A FLORIDA FAMILY LAW RULES OF PROCEDURE FINANCIAL AFFIDAVIT PRIOR TO THE HEARING AS YOUR ABILITY TO PAY IS A CRITICAL ISSUE IN THIS CONTEMPT PROCEEDING.**

**YOU WILL BE PROVIDED AN OPPORTUNITY AT THE HEARING TO RESPOND TO ALLEGATIONS AND QUESTIONS ABOUT YOUR PRESENT FINANCIAL STATUS.**

**SHOULD YOU WISH TO SEEK REVIEW OF THE REPORT AND**

**RECOMMENDATION MADE BY THE GENERAL MAGISTRATE, YOU MUST FILE EXCEPTIONS IN ACCORDANCE WITH RULE 12.490(f), FLORIDA FAMILY LAW RULES OF PROCEDURE. YOU WILL BE REQUIRED TO PROVIDE THE COURT WITH A RECORD SUFFICIENT TO SUPPORT YOUR EXCEPTIONS, OR YOUR EXCEPTIONS WILL BE DENIED. A RECORD ORDINARILY INCLUDES A WRITTEN TRANSCRIPT OF ALL RELEVANT PROCEEDINGS. THE PERSON SEEKING REVIEW MUST HAVE THE TRANSCRIPT PREPARED IF NECESSARY FOR THE COURT=S REVIEW.**

**YOU ARE HEREBY ADVISED THAT IN THIS CIRCUIT** an electronic recording is provided by the Court. Either party may provide a court reporter at that party=s expense.

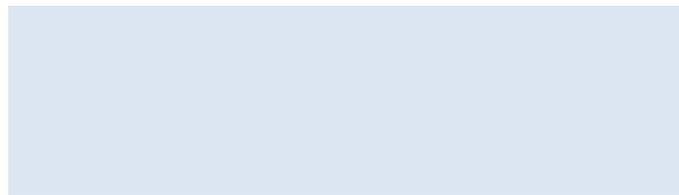
**If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact:**

**Court Administration, ADA Liaison  
Walton County  
571 Highway 90 East  
DeFuniak Springs, Florida 32433  
Phone (850) 595-4400 Fax (850) 595-0360  
ADA.Walton@flcourts1.gov**

**at least 7 days before your scheduled court appearance, or immediately upon receiving this notification if the time before the scheduled appearance is less than 7 days; if you are hearing or voice impaired, call 711.**

If this matter is resolved, the moving party should contact the General Magistrate=s Office to cancel this hearing.

**DONE AND ORDERED** in Walton County, Florida.



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**CIRCUIT JUDGE**

CERTIFICATE OF SERVICE

I hereby certify that a true conformed copy of the foregoing has been furnished to the following person:

By Regular U.S. Mail

By Sheriff Service

Alex Alford  
Clerk of Circuit Court

By: \_\_\_\_\_  
Deputy Clerk

**Florida CCOC Funding Request  
County Fiscal Year 2019-20**



County	Washington
Contact	Keith Adkison
E-Mail	kadkison@washingtonclerk.com

FTE	1.00
Personnel	\$177,972
Operating	\$0
Capital	\$0
<b>TOTAL</b>	<b>\$177,972</b>

**PROBLEM STATEMENT**

Please provide background information for the identified funding request, including how this need developed and all pertinent historical information.

Our office is not being funded for our court related employees health insurance through the CCOC budget. The need for a Chief Deputy position in our Court Department.

**REQUEST**

Please provide a clear description of the funding requested and how the previously identified problem will be resolved with this funding.

We are requesting \$120,919.00 in this budget for our court related employees' insurance coverage. Receiving these funds through this budget would enable our non-court employees to have necessary funding, which is currently unavailable, due to the expense of covering all employees through our county budget. The requested amount of dollars needed to fund a Chief Deputy is \$57,053.00. Receiving these funds will enable us to be more effective in all areas of the court department, including collections. The increased number of cases along with the additional work involving outside agencies, will be handled at the highest possible standard of efficiency and accuracy. We will perform with an increased level of accountability

**FISCAL IMPACT**

Please provide information on the fiscal impact of the funding request.

The fiscal impact will result in positive growth in all areas of our office including efficiencies in collections.

**OTHER CONSIDERATIONS**

Please provide additional information to support your request for funding. Submit additional supporting documentation as needed.

Our office along with others throughout the state, have decreased the number of employees through the past years due to budget restraints, while consistently seeing an increased workload. In 2006, this office had 26 employees. We currently have 22. While the struggles have made us stronger, our employees deserve to be compensated in every possible way, for their commitments to our work.



2560-102 BARRINGTON CIRCLE ✓ TALLAHASSEE, FLORIDA 32308 ✓ PHONE 850.386.2223 ✓ FAX 850.386.2224 ✓ WWW.FLCCOC.ORG

### Standard Questions for Special Funding Requests

- 1) Is CCOC authorized to allocate court money for the request?
  - a. If this is an IT request, what is your recurring revenue/expenditures from the Records Modernization TF?
  - b. Is the balance growing or shrinking?
- 2) Was the request or part of the request in your CFY2019-20 Original Budget submission?
  - a. If yes, did the request get funded by the amount allocated to you by way of the 3%, the weighted caseload, and the extra judge clerk allocations?
- 3) If only part of the request can be funded, what are your priorities?
- 4) Will funding the request, or part thereof, enhance revenue (e.g. additional collection efforts)?
- 5) Will funding the request, or part thereof, enhance compliance (e.g. reporting or data collection)?
- 6) Will funding the request supplant county funding?
- 7) Will funding the request enhance the efficiency of your office?
- 8) Will funding the request enhance your responsiveness to court record requests?
- 9) If you are asking for additional judicial clerks, will you have adequate court coverage without additional funding?