

MINUTES

FLORIDA CLERKS OF COURT OPERATIONS CORPORATION

MONDAY, June 27, 2016 4:49 PM

CCOC ANNUAL CORPORATION MEETING

Orlando, Florida

The June 27, 2016 Annual Meeting of the Corporation of the Florida Clerks of Court Operations Corporation (CCOC) was called to order at 4:49 p.m., EST by Executive Council Chair Sharon Bock.

ROLL CALL – Chair Bock asked Mary Baker, the Executive Assistant, to transfer over the roll from the Executive Council meeting since the roll was taken there.

Chair Bock acknowledged that in this annual meeting every elected Clerk can participate. It is their meeting. The by-laws call for one annual meeting in which reports are basically gone over. She encouraged Clerks to feel free to ask questions or make any comments.

APPROVAL OF MINUTES

Clerk Burke made motion to approve the May 31, 2015 Corporation Meeting minutes. Clerk Inzer seconded. Motion passed unanimously.

APPROVAL OF AGENDA

Chair Bock noted that #7 will be taken off since the election of the Executive Committee took place in the Executive Council meeting that preceded this meeting. Clerk O'Neil made a motion to approve the amended agenda. Seconded by Clerk Burke. Vote was taken and passed unanimously.

CHAIR'S REPORT

Chair Bock began her report from the Chair by saying how proud she is to serve. She also wanted to acknowledge the chairs of the different CCOC committees that served this year. She started by thanking Clerk Butterfield and her undying commitment to the budget process. Next is Clerk Vick who led the Jury Process workgroup. Clerk Green has done an outstanding job in the development of the continuous workload methodology. She and her group are constantly looking at the performance measures. The Financial Analysis Workgroup is headed by Clerk Barbee then Kelly Connell. Clerk Timmann and the Legislative committee worked tirelessly. The Legislative workgroup has become active and was led by John Dew. They reported impacts and analytics on the various bills. Technology Funding workgroup was led by Clerk Doggett and then by Clerk Peacock. Chair Bock thanked her Vice-Chair Clerk Inzer. She noted that the CCOC would not be what it is today if it were not for Clerk Inzer's detailed eye for finance. She acknowledged Clerk Burke and his great work as the Secretary/Treasurer. She thanked those that worked on the North Highland workgroup. They were Clerk Butterfield, Clerk Green, Clerk Rushing, Clerk

Approved by the Corporation – June 12, 2017

Thurmond, Clerk Timmann, and Clerk Inzer. On behalf of all the clerks, she thanked Clerk staff who serve on numerous workgroups. These staff members support the CCOC staff. She wanted to thank the CCOC staff that is led by John Dew, the Executive Director. She acknowledged Joe Boyd, General Counsel as well as Doug Isabelle, the Deputy Executive Director and Lisa Daws, Information Technology and Resource Director. She noted that the CCOC team deserves a big hand for the work that they do. The main issues this year has been funding, funding, funding. The Executive Council met five times. The Internal Audit was an unqualified clean opinion. It shows that what CCOC is doing is done properly. When she began as Chair there was a strategic planning meeting and there were three directions: communication, predictive funding model, and more concise data. She noted that we are moving in the right direction. We have continued to be transparent, we have improved communication with the Legislature and with the FCCC, and as you heard today we are refining our data. Chair Bock concluded her report.

TREASURER'S AND FINANCIAL REPORT

Chair Bock called on Clerk Burke for the Treasurer's Report. He moved to approve Agenda items #3, #4, and #5. He noted the External Audit was an unmodified opinion. The Treasurer's report also shows we are in line with the spending. As far as the corporate budget it is a continuation budget. Clerk O'Neil seconded. Vote was taken and passed unanimously.

PROPOSED DATES FOR THE 16/17 BUDGET YEAR

Chair Bock asked Mr. Dew to report. He noted that the proposed dates are found on page 46. There is a meeting on July 28 here in Orlando. He would like to get with the FCCC and see what their dates are and coordinate the proposed dates to coincide with theirs for better attendance. Clerk Inzer proposed the motion to coordinate with the FCCC on dates. Clerk Ruvlin seconded. Vote was taken and the motion passed.

OTHER BUSINESS

Clerk Inzer wanted to comment on CCOC's staff on their timeliness, professionalism and dedication and support the clerks' work. Clerk Butterfield thanked Clerk Inzer for helping her by being able to go to CCOC when she could not be in Tallahassee.

Chair Bock asked if any of the clerks would like to speak. Clerk Burke made a motion to adjourn. Seconded by Clerk Inzer.

The meeting was adjourned at approximately 5:05 PM EST.