

MINUTES

FLORIDA CLERKS OF COURT OPERATIONS CORPORATION

MONDAY, June 24, 2019 2:00 PM EDT

EXECUTIVE COUNCIL MEETING

Omni Orlando Resort at ChampionsGate
1500 Masters Boulevard, ChampionsGate, FL 33896
Meeting Room: ChampionsGate Room

The June 24, 2019 meeting of the Executive Council of the Florida Clerks of Court Operations Corporation (CCOC) was called to order by Executive Council Chair Stacy Butterfield at 2:00 PM (EDT). Clerk John Crawford delivered the Invocation. Chair Butterfield announced the first item on the agenda is the swearing in of CCOC's Senate Appointee, Clerk Angel Colonnese from Manatee County. Clerk Colonnese recited the oath and was congratulated by the Council and audience. Clerk JD Peacock called roll. Council Members present were the Honorable Stacy Butterfield, Honorable Tara Green, Honorable JD Peacock, Honorable John Crawford, Honorable Todd Newton, Honorable Paula O'Neil, Honorable Pat Frank, Honorable Ron Ficarrotta, and Honorable Angel Colonnese. The Honorable Harvey Ruvin attended by telephone. Clerk Peacock stated that there was a quorum.

APPROVAL OF AGENDA

Chair Butterfield noted that the agenda has been distributed and has been posted on the CCOC website. Clerk Frank made a motion to approve the agenda. A second was made by Clerk O'Neil. The vote was taken, and the motion carried.

APPROVAL OF MINUTES – FEBRUARY 26, 2019 EXECUTIVE COUNCIL MEETING

Chair Butterfield called upon Clerk Peacock to present the draft minutes that were distributed with the meeting packet. He received no feedback from any of the Council members as to any corrections. He presented the minutes to the Council for approval in the form of a motion. Clerk Newton seconded the motion. Chair Butterfield asked if there was any discussion. Hearing none, the vote was taken, and the minutes were approved.

TREASURER'S REPORT

Clerk Peacock was called on to provide the Treasurer's Report. He noted this is the 8th month of the CCOC office budget year and would represent 67% of the budget year expenditures. However, CCOC's current budget expenditures are at 60% so we are well within the budget for the 8-month period.

He followed with a discussion for the upcoming year's CCOC Office budget. For many years, the CCOC has had a continuation budget, but this year's budget request going into 19-20 anticipates an increase on three specific items. One is the budgeting of \$100,000 towards a data solution for capturing and reporting all the different data components that the corporation receives from the Clerks in order to fulfill our role. He explained

that CCOC had an IT staff member in the past, but the corporation went in a different direction with that position. We are heading in the direction of a procured solution for the data management. This \$100,000 is designed to fund a procured solution for data management. CCOC's previous tool was not very effective, and the single point of failure was due to a skill set. In conversations with staff members he noted the ideas should provide us first with better data and better reporting out of the data. His goal is to have a simpler solution for those in the Clerks' offices. There is currently too much manual work involved. We want this solution to find data sources that are already available. One of the goals of this procurement is to provide a data solution, use it as a tool for your offices as well as the corporation, and make it easier on the selection of the data.

Also moving forward there is a suggestion to move from an annual-sick leave to a PTO (paid time off leave policy). That is a budget item of about \$45,000 to pay out to employees for excess leave. There is also in this budget request about \$18,000 for a bucket of anticipated salary increases. The corporation has kept salaries for staff flat over the last several years because many Clerks have been doing the same in their offices due to lack of resources. The increases have not yet been defined, but we are going to follow the work of the budget process in the Clerks' offices. That was his report for the upcoming year's budget. Mr. Dew wanted to point out that the \$100,000 and the \$45,000 in the 19/20 budget request are non-recurring expenditures. These will be a one-time cost.

Clerk Green asked if for the data collection solution there had been a scope yet for the RFP. Mr. Dew stated that the scope has not been developed. He has asked Jason Welty to help with that. Clerk Green suggested that as the scope is being developed that CCIS be taken into consideration as an interface for the data as CCIS is being expanded and more data is collected there. Clerk Peacock noted that when talking to staff and defining the procurement, one solution is to use a data source that we have already and factoring those in, so we are not duplicating work on everybody. Clerk Frank wanted to know the priority on the direction for data solution. Clerk Peacock explained that the current database PABS was a single point of failure as to who could manage getting the data in and out. When we lost the staff member, the expertise was lost. He said the key is to find a solution that provides a non-IT expert the ability to get the data out of the system without relying on an IT expert. Clerk Green asked that once an RFP is out and responses are back, what will be the selection process for selecting a vendor. Mr. Dew stated that the same guidelines used in the past by CCOC staff would be used. We would ask the Chair to appoint someone to help us through the process and clerk staff as well. Clerk Peacock stated that there has been discussion of what we need and that first we need to get a budget approved to hire a vendor. That will lend us to suggest a small committee to work with staff to define what is needed and then come back to the Council with the plan now that we have the resources available and well thought out.

Clerk Crawford asked how a PTO policy affected the budget. Clerk Peacock said the cost involved comes from the corporation having followed State rules as far as bringing time over from employees previously working in State agencies and the rules as to what the employees own with those buckets of time. In order to start at a limited level of PTO we would have to pay some of the employees for their previously earned time. Mr. Dew noted that later in the meeting Dr. O'Neil would give a report from the workgroup she chaired about PTO. If the Council

does not approve PTO, then CCOC would not need the dollars in the budget for paying out employees for their earned time. He continued that CCOC has a liability of employees coming in from the State with a lot of sick leave. Chair Butterfield said that as a reminder that it is a conversion cost, a one-time cost if PTO is approved by the Council. Clerk Frank added that she is in favor of PTO and has incorporated it in her office.

Clerk Peacock made a motion to approve the 19-20 budget for the CCOC as it is described in the packet. Clerk Green seconded the motion. Chair Butterfield asked if there was any further discussion. She pointed out that after the Council approves the budget then it goes to the whole Corporation for approval. The vote was taken, and the motion passed unanimously.

Chair Butterfield asked Clerk Peacock to continue with the CCOC annual workplan. The workplan is found on page 17 in the packet. Clerk Peacock spoke of the highlights and made a motion to approve the workplan for the upcoming year. Clerk Newton seconded the motion. Chair Butterfield asked if there was any discussion. She said that this document can be brought back as this document matches the Clerk environment, they will be working in. Clerk Green asked that it be noted that on the Driver's License reinstatement and on the OPPAGA issue, that CCOC will be working with FCCC on these two. The vote was taken on the workplan with the notes. The motion passed unanimously.

BUDGET COMMITTEE REPORT

Chair Butterfield called upon Clerk Ken Burke to give an update on the CCOC Budget Committee. He thanked her for her leadership with the CCOC. He began by stating that he wanted to keep this report at a high level. He invited any clerk in the room if they had a question about the budget to come see him after the meeting. He is pleased to report that through the clerks' good efforts in collections, we have enough funds to meet everyone's current approved 18/19 budget. In the past, we haven't always been able to say that. Even though enough is not allocated in the budget, there is enough there to fund everyone's budget through the rest of the year. This coming year, on July 18th, even though he is not sure if the date is final, the REC will be meeting, and they will provide the number that will be used for us to calculate our 19-20 budget year number. There is a little bit of favorable news that the Legislature did help clarify things for the REC as far as Clerks' unexpended revenue and revenues above what we anticipated on how those are to be treated. The REC took an overly conservative view on that in the past and the Legislature helped guide them as to what is the correct interpretation. That will be taken into consideration for this upcoming budget year. He pointed out that Budget Committee meetings have been set up. The first one is July 9, 2019. It is going to be in Pinellas County and that meeting will be starting at 10 AM. All are welcome to attend. July 23rd is the next meeting and that it is going to be in Gainesville. The Pinellas meeting will be at the St. Pete College Epi Center. He added that he had a good opportunity to spend a day and half with Marleni and Jason to go over Budget Committee matters. They got into a lot of the nitty gritty of the ten case types, each county's peer groups, a look at super peer groups, and homing in on the information and data so that the committee will have good data especially targeted for the July 23rd meeting. That ended the Budget Committee report. Chair Butterfield thanked him for his work on the Budget Committee. She noted

that the committee has been working hard. The staff started back in January working on the plan for this year. She commended Clerk Burke for his leadership on the Case Counting and the consistency in the workgroup of Clerk Cooney and Denise Bell. She thanked them and said as we all know it is important because cases are at the core of our business. Clerk Burke said as far as case counting, the good news is that we have made tremendous progress on that. We have looked at counties with over three standard deviations and at some point, we will look at two standard deviations. The numbers change, but they have been working with the counties and all have been cooperative. Chair Butterfield thanked the counties for their cooperation. Before the July 23rd BC meeting, we will also know who is waiting for further amendments with those eleven that are pending.

Clerk Green asked Jason Welty going back to the budgets, if he happened to recall if on page 21 on your comparing year over year for April 2018, Circuit Criminal is up. She asked if he happened to recall by how much? Jason said as a percentage he does not recall but he can find it and will give it to Clerk Green after the meeting. He stated that it is not a very big percentage. It is \$143,000 and Circuit Criminal is usually only a couple of million a month. It was not a big percentage, but it was one that was contributing to us being up 4.3% year over year. She was trying to figure out if maybe it was collection efforts that were getting that number up. Jason continued that Circuit Criminal has had kind of a up and down the first 8 months of the year. There has been a split four months where it has been up and four months where it has been down. So, it is not really showing an upward trend like County Civil or Circuit Civil where it is up every month. It is up and down. Clerk Green asked if it could be correlated with some of these workshops like Alachua just did the settle-up. Jason said yes, and that he has been looking for the patterns and trying to find where things are up and down. He tries to highlight a few of these things in each month's revenue report. Chair Butterfield added if any Clerk has a specific item that they know is causing this, please note that and send it to the CCOC so Jason and Marleni can put that information in the reports. We will know if it is a pattern that is continuing or what is causing the item. Clerk Burke added in Pinellas for the first time they received a paid \$250,000 fine for drug trafficking. Clerk Butterfield stated that would be a note to the CCOC. She again added if you are aware of it, please notate it. Those are the things that Jason and staff are looking for the explanations of what is causing the increases in revenue.

Chair Butterfield asked if there was any other discussion on the Budget Committee report. There were no more questions and she thanked Clerk Burke. Before moving on, Jason Welty made one correction to the memo. It says on agenda item 4a, the amount the clerks collected is \$412 million through April 2019. That is not correct. It is \$282.8 million. The \$412 million is our budget. That is on page 20. Clerk Frank stated that it was correct on page 21.

PIE COMMITTEE

Chair Butterfield asked Clerk Green to give the PIE Committee report. Clerk Green said the first action that we will be looking for is the approval of the 2018 1st quarter Performance report for distribution and posting to the website. She noted forty-seven clerks' offices required action plans. County Criminal was below the 40% standard at 39.41% while Civil Traffic was below the standard of 90 at 83.22%. Clerk Green made a motion to approve the 1st Quarter Performance report for distribution and posting to the CCOC website. Clerk Peacock

seconded the motion. Chair Butterfield asked if there was any discussion. Hearing none, the vote was taken. The vote was unanimous, and the motion carried.

Clerk Green stated that she would like to allow direction for the PIE Chair to work with the CCOC staff to compile the quarterly actions plans and then post them on the CCOC website and reach out to the Legislature to inform them of the action plan in order to meet the deadline. The Executive Council then would be made aware of the plan being posted. Then it would be reviewed with the Council at the next scheduled meeting. The reason behind that action is because this past legislative session, Senate Bill 7014, which takes effect in July, requires the CCOC to remit the performance measure action plan to the Legislature 45 days from the end of each quarter. That is extremely difficult for staff to do. We are asking for the PIE Chair and staff to meet that deadline and then subsequently provide that information to the Council for review. Clerk Butterfield summarized that it would put us in compliance with the new statutory requirement with this process change and the Council would be ratifying the action at the subsequent Council meeting. She asked if that was in the form of a motion and Clerk Green said yes. Clerk Crawford seconded the motion. She then asked if there was any discussion. Clerk Peacock asked that in effect that posting the report on the website would fulfil requirements. Clerk Green replied that it would. Doug Isabelle said that a link to the website would be sent to the Legislature. There was no other discussion. Vote was taken and the motion carried.

The next action item is the seeking of approval for a contract with Compliance Improvement Services as a vendor to assist the CCOC with revenue compliance training and education. Clerk Green asked Clerk Vick as part of the PIE Committee to work with the CCOC and draft a Request for Proposal for Revenue Compliance education and training services which was released March 15. Resumes were received by April 12. The proposals were reviewed and evaluated. The evaluation was done by Clerk Vick, Clerk Moore Russell, Clerk Peacock and staff from Citrus and Orange Counties and herself. She thanked them for their participation. Once the review was complete, we chose Compliance Improvement Services as the vendor of choice. She made a motion to seek approval to move forward with the contract with the vendor for future compliance training and education. Clerk O'Neil seconded the motion. Chair Butterfield asked if there was any discussion. Clerk Newton asked over what period the 500 hours allowed in the contract was expected to take place? Doug Isabelle said these hours are for an annual contract that will run from July 1 to June 30. Clerk Newton asked if the vendor would be going into all the different counties? Clerk Green stated that it is more of an external support function to assist us with whatever we determine we need as far as whether it is training or evaluating improvements of processes and collections. Maybe looking at systems that we use. She said it is the whole gamut and it is up to us to decide how we need to utilize the vendor to assist us in taking our compliance program to the next level. This vendor will help us collect data from around the state to see what we are doing well and then share that information. It is just an additional resource to assist us. It is just a support function to assist us to keep moving forward. As full disclosure, there was not a lot of responses back. So, we had to go with what we were presented as far as an RFP and what the choices were. She feels that is the role this individual and company is going to assist the CCOC. It is not replacing what clerk staff do in our offices.

Chair Butterfield summarized that this is really is a resource for the CCOC operations and their staff. If we didn't have it contracted, this is having a full-time person on staff dedicated to this item. This is a subject matter

expert that can focus on entirely the collection efforts. We also know that the Legislature is very focused on our efforts individually in our offices and collectively throughout the whole State on the collection efforts. That money and collecting that money is very important to the Legislature. This is an effort by this Council to provide the resource so that we can follow up and pursue actively helping all clerks throughout the State with giving them the tools and the education so that we can move forward to the best of our abilities to demonstrate to them our commitment and effort in collections.

Clerk Frank said that we have shown to them that we are over the cap that we had last year. We are bringing in excess revenues. Some counties are so small and so unique, they have one road going through them for traffic tickets. They can't do any better than that. No expert is going to change that. She thinks that we need to be frugal on things. We have expanded the staff and every time you do that, and something comes up that is important then you are not going to have the money for it. Chair Butterfield said she appreciated her input. We did have someone and had it in the budget in the past as well. No other discussion occurred. Chair Butterfield called for a vote. The motion passed with one nay by Clerk Frank.

The last item on the PIE Committee report was an update on other projects. The OPPAGA study that is coming, Jason Welty has already reached out to staff to extend a hand and partnership in the data collection with the study. The committee has decided to go ahead and schedule a workshop soon. It is going to be around House Bill 7125 which is the Driver's License reinstatement days as well as talking about collection and compliance going forward. For example, a collection summit is in the future as well. We will look toward that entity to provide us information for the workshop to be able to work that position and move forward with it. We will do that in partnership with the Legislative and Public Affairs Committee from the FCCC.

Clerk Green noted that was the end of her report. Chair Butterfield thanked Clerk Green and asked if there were any questions. Chair Butterfield asked Clerk Green to give an update on the use of the Clerks' framework document. Clerk Green stated that we got requests from the Department of Financial Services to get a copy of the framework to use as a tool when they visit clerks' offices and audit them. Chair Butterfield noted that it shows all the work that has been done by Clerk Green and the clerks and staff in offices on this framework. That framework has been beneficial, and she thinks that this past year we have been successful because of all the previous years' work and the data has been collected and shown. The OPPAGA study is going to find as we move forward and hopefully work with them, they will be using the framework and the document is just incredible. Not only for us collectively throughout the whole state, but in our individual offices. Clerk Green wanted to extend a thank you to two particular people, Clerk Cooney and Denise Bell who were instrumental in pushing it forward and developing it. Clerk Cooney is still currently working on law changes from the last Legislative session to make sure those additional tasks and duties are put in there.

THE LEGISLATIVE COMMITTEE

Chair Butterfield called upon Clerk Timmann to give the Legislative Committee report. She thanked Clerk Butterfield. This report is informational only. She began by setting the stage for the Legislative Committee by saying this year it had three parts. One was to focus on really engaging active clerk and clerk staff participation

in every step of the legislative process. That was critically important. As we all saw, there are so many moving parts, so many issues that impact all of us. We wanted to do everything possible to make sure that any data or information was available. The other was to closely coordinate with the FCCC Legislative program. They are the lobbying arm and to make sure that all of that again was in tandem. Every time that group went in to talk to a legislator or legislative staff, the CCOC was either at the table with them or had provided the data and background information that was essential to meet the goals for those meetings. The last was to really help improve on the misconceptions and the perceptions mostly from Legislative staff, but also from Legislators. All of that was critically important again to make sure that as those questions came up, we could again provide the data and the information from all this incredibly hard work that everyone is doing. It is very important to have all these bits and pieces. This was active this year to try bringing all those pieces together and make sure everyone had the information that they needed so we could improve those misconceptions and perceptions and talk about the ways that clerks are efficient in all the things clerks are doing. She wanted to give a big shout out to the case counting initiative because it will be so valuable. It is one of those misconceptions that we do everything differently and we all have heard that and that our data is not consistent. We are working so hard to make sure we show that some of those things that appear to be inconsistent are changing. We need to be able to explain that. That has been a big part of everything, and she appreciates Jason Welty and the team for trying to help with that. This year the goal is again to increase visibility. We improved communication and built a partnership with the members and the staff of the Legislature. The Legislative Committee along with the Legislative Analysis workgroup worked on 1,676 general bills filed this year. The Legislative Committee tracked 649 of those bills for potential impact to Clerks' offices for the services we provide for the public. There was a wide variety of duties of those 174 bills passed of the ones we were monitoring. The Legislative Committee tightly tracked 79 bills included reviewing these and the almost 400 different committee stops for the House and Senate bills. Think about those numbers that this team worked on together with amendments and ultimately final passage of those bills. The Legislature directly requested 30 bill analyses from the CCOC, and the Legislative Committee and the analysis workgroup analyzed over 50 bills. So again, we were directly requested to analyze some, but we spotted some others where we might identify potential impact. We went ahead and proactively provided analysis on those proposals. There were 1,630 appropriation projects filed in the House and all of those were reviewed quickly. That is the only way we could do it to see if there was any potential clerk impact on the services we provide to the public. In addition to the formal requests, we cooperated on multiple informal and ad hoc requests for the Legislature whether it was specifically identified to a bill or it might be an issue, or it might be a process or procedure that we went through. We were able to provide all that information with great dialogue back and forth with the Legislative body. The CCOC reviewed committee notes of over 90 committee meetings that heard bills relevant to the clerks. As she mentioned working in partnership with FCCC, we met with members, with staff, with Legislative leadership in the Governor's office to communicate the priorities of the services we provide. These meetings included staff directors from Justice Appropriations, General Government Appropriations, Judiciary, Criminal Justice, and the General Counsel of the Appropriations committee and the Policy Coordinator for our prospective policy areas in the Governor's office. In addition to those formally scheduled meetings, the "Jasons", Jason Harrell with FCCC and Jason Welty with CCOC worked

collaboratively throughout this session, exchanging information daily. They would go through our strategy and make sure that everything that we were talking about remained relevant and remained accurate. We provided all the information that the Legislative body needed and required. We made sure we were able to provide that. She gives credit to the analysis workgroup. She asked if any of the workgroup were in the audience to please stand up. She thanked the CCOC team and Jason Welty for leading all those efforts in coordination with FCCC. That was her report and she wanted to make sure that everyone understood the substantial work that was done by the CCOC, Jason and all. Chair Butterfield thanked her for leading this committee. As you can see from her report, it is a very active and busy committee. All the important data that is needed to help clerks statewide with their budgets and therefore to run our offices. It is important that this committee is engaged.

REVENUE ENHANCEMENT COMMITTEE

Chair Butterfield called upon Clerk Moore Russell to give the committee report. The committee was tasked to look at a new funding model that the Clerks could live with ten to fifteen years down the road. One of the aspects of the committee was to create a workgroup that was chaired by Kathryn Farynowski from her office with several other staff members from the committee. They worked with CCOC staff this past year looking at different models and getting data from CCOC. The workgroup is prepared to report, but we thought it was appropriate to wait until after this meeting today when we elect new leadership to schedule a meeting with the CCOC Budget Committee, possibly the Legislative Committee from both FCCC and CCOC. The model needs to be shared with legislators. We do have a proposed model to discuss with the small committee first before we bring it back to the entire Council. Chair Butterfield thanked all who had helped to vet this model. Clerk Moore Russell wanted to thank Clerk O'Neil for being valuable member to the committee.

ELECTRONIC NOTIFICATION PLATFORM WORKGROUP

Next Chair Butterfield called upon Clerk Peacock to give his report on the Electronic Notification Platform Workgroup. He stated that there has been significant progress with OSCA and the team who have been working with the vendor that was selected. At last legislative session before the most recent one, there was \$750,000 put in the budget by Senator Brandes to create a text or electronic notification system for participants that must appear in court. There were three clerks on our side and three judges on the Judicial side to work together to get that moving and a vendor was selected. The update is that the Legislature this session continued to fund that process for \$370,000 for this coming year which is about what the contract called for. The most recent update, is that we are probably two to three months away from testing of this platform and then we will have it piloted in three Clerk's counties.

OSCA had an idea of it being more robust. It would notify more than just criminal defendants to include participants in civil cases that must appear. However, we tried to focus on a data source that was already in existence. There was a lot of pressure to use CCIS. The vendor focused on how to use CCIS. They worked closely with the FCCC team in getting the data flow on the product they are providing. We focused on Criminal defendants and participants to start with. At some point in the future, we will use a different data source of the

courts probably to do civil cases. There was a very productive call with the vendor showing us a visual of what their website would look like and how you would interact with it. The last time they showed us it was just a mock up, but this one was actual live website. We are about three months away from rolling that out in pilot counties. Chair Butterfield asked may be by the end of August. He said more like September. She asked if the pilot counties had been identified. He said that they have not been identified at this time. The system will be able to go live almost instantaneously across the board because it is using a data stream from CCIS. The pilot counties are more of the ones who are going to do the in-depth testing of it. It will be quick to move from testing to a pilot to a statewide system. Chair Butterfield thanked him.

CCOC STAFF LEAVE POLICY

Chair Butterfield called upon Clerk O'Neil to give her report about the CCOC leave policy. Clerk O'Neil thanked the Chair. She started by saying that this was a great group to work with. The group had members from her office, Clay, Lee, Pinellas, Palm Beach and Alachua. The group met twice to discuss what the trend was in other offices. It seems that throughout the State the trend is convergence from the traditional sick and annual leave process to a PTO. There were no signs of it going the opposite way. In looking at that, there was a lot to consider. There are variations of the approach, but that is our recommendation. We looked at leave policies in those areas for the clerks' offices as well as the counties, State agencies and CCOC. By comparing all of that, we do think and would like to recommend a couple of things. First, that the PTO would be a better way to track expenses in the future especially when people might leave with a large amount. There are decisions to be made on how much you are willing to bring over if they are from a State agency or maybe a Clerk's office. It could be a big financial responsibility. Some offices accept hours if they are in the same system, but some do not at all. So, we are recommending that you figure out a way to go to PTO leave policy. Figure out a conversion that you are willing to go with it. Figure out some policies on what you are willing to accept if there is someone coming from another agency. Secondly, more aligned to hire and retain employees. This would make it consistent to what is found in the workforce today. We are recommending that the Council approve conceptually and then work toward the detail. Clerk O'Neil noted that this was a motion to approve the concept of utilizing Paid Time Off policy in place of separate sick and vacation policy. The details to be worked on and brought back to the Council. Clerk Crawford seconded the motion. There was no discussion. The vote was taken, and the motion passed. Chair Butterfield thanked her.

TCBC REPORT

Chair Butterfield asked Judge Ficarrotta to give his report on the Trial Court Budget Commission. He noted that there is a TCBC meeting scheduled tomorrow morning. John Dew and Clerk JD Peacock will be attending. He is looking forward to introducing Clerk Peacock to the Judges and members of the TCBC. Our last meeting was through the financial year 18/19 year-end budgeting plan and problem-solving court advisory group recommendation on the 19/20 problem solving Court budget allocation. The commission also discussed the alternative approach to develop the 20/21 Legislative budget request. The commission decided to develop policy-based issues to the support the achievement of specific outcomes of the problems. Under this new

approach TCBC is considering LBR initiatives that capture statewide local trends issues and challenges while still being guided by our goals and more equalized funding across the State. Going to do this under different themes, Children and families, leadership and accountability, civil case efficiency, court interpreting and other circuits for specific items. It is going to be a new approach to try and get through this legislative budget request to see if we can do well with that. We will be meeting tomorrow at the Doubletree Hilton by Sea World. The purpose for that meeting is to approve the 19/20 allocations and discuss issues to be considered for inclusion of the state court systems legislative budget request. Also, on a side note, he had an opportunity to speak with Clerk Timmann briefly and looks forward to working with her to see if the court and clerks can work together on budget issues. We seem to do better when we do. It is better to cross Duval Street going hand in hand and share our meetings and it shows that we are working together. He continues to look forward working with everyone.

Chair Butterfield thanked Judge Ficarrotta and she hopes that he will be continuing with the Council. He plans on continuing unless the Chief Justice changes his mind. He always enjoys working with the Clerks.

MEETING SCHEDULES FOR 2019-2020

Chair Butterfield asked John Dew to speak on the meeting schedule for 19/20 and she noted it is found on page 66 of the material package. This is informational only. Mr. Dew noted that you will find in your packet the dates that are scheduled for the upcoming year. At this time, we don't know the dates yet for all of the upcoming Council meetings. The Council will need to meet prior to the October 1st scheduled meeting due to their responsibility of approving Clerks' 19/20 budgets prior to the beginning of the county fiscal year. As soon as the Budget Committee meets and gives recommendations, then the Council will obviously move forward and will set that meeting up. After that, October 1st will be the next Council meeting. These are all related to the Association's Fall and Winter training conferences. February 25 will be the next meeting and you will see the location and time. June 22 will be the Summer Conference and that is at Sawgrass.

Those are the dates that we have scheduled and provided. Chair Butterfield thanked him. She again mentioned that sometime in the August-September time frame, it will be necessary to have a council meeting to approve the budget recommendations for the next year.

ELECTION RESULTS

Chair Butterfield called upon Clerk Peacock to give the 2019 Council election results. He wanted to report that the election for the vacancies on the Council for the coming year were done according to the CCOC's Plan of Operations as outlined by our CPA accountant to reconcile the votes and administer the process. He is happy to advise that from Group I, Todd Newton was elected. From Group II, Clerk Jeff Smith was elected. From Group III, Clerk Laura Roth was elected to a two-year term and Clerk Butterfield will be elected to a one-year term and the reason for that is the retirement of Clerk O'Neil. From Group IV, Clerk Moore Russell was elected.

Chair Butterfield thanked all the clerks that submitted their names for this council election. Congratulations to those clerks that will be serving. It is certainly appreciated. And with that she would like to recognize some of our Council members that are going off our Council. We have three that have served over the last term. She began with Clerk Paula O'Neil. She noted that Clerk O'Neil service was greatly appreciated. She presented to

Clerk O'Neil a plaque for her service on the CCOC Executive Council from 2013 to 2019. Next was Clerk Frank. She has served on the Council from 2010-2013 and then 2017-2019. Chair Butterfield thanked her for her service and appreciated all her efforts. Chair Butterfield thanked Clerk Green for her service to the Council and for doing the Clerk's Workload Framework which was a huge undertaking. Clerk Green served on the Council from 2017-2019.

OTHER BUSINESS

Chair Butterfield asked if there was any other business. Hearing none the meeting was adjourned.