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Minutes of September 24th CCOC Budget Committee Workshop

Approved by the Budget Committee at the meeting held on September 26, 2019.

The Budget Committee of the Clerks of Court Operation Corporation (CCOC) held a workshop in Orlando, FL with a WebEx option on September 24, 2019. An agenda and materials were distributed in advance of the workshop and posted on the CCOC website. Provided below is a summary of staff notes from the meeting. These staff notes are designed to document committee action, not to be a full record of committee discussions. No motions were entertained during the workshop.

1. Agenda Item 1 – Call to Order and Introduction

The workshop was called to order by Clerk Ken Burke, Chair of the Budget Committee.

Present in-person for the workshop: Clerk Burke, Clerk Smith, Clerk Bexley, Clerk Cooney, Clerk Crawford, Clerk Godwin, Clerk Green, Clerk Hand, Clerk Kinsaul, Clerk Moore Russell, Clerk Spencer, and Clerk Vick

Present on WebEx for the workshop: Clerk Childers and Clerk Connell

Absent from conference call: Clerk Butterfield, Clerk Bock, and Clerk Timmann

2. Agenda Item 2 – Funding Requests

Jason Welty gave an overview of the summaries of the funding requests as provided in the meeting packet. Summaries begin on page 4 and go through page 10. He also reviewed the day's schedule of presentations which is on pages 11-14. The questions for the committee to consider are on page 291 after all the funding requests and supporting documentation.

It was reiterated that the Budget Committee also decided that if any funds were not allocated through this process that the additional funds be allocated back to all clerks.

Clerk Vick asked if there was a resolution to the questions regarding IT. CCOC General Council Joe Boyd could not be present or on the call. Executive Director, John Dew, relayed conversations he had with Mr. Boyd and informed the committee that each clerk needs to evaluate their requests according to the 2011 legal opinion, by their

own review of section 29.008, Florida Statutes, as well as a review of DFS audit findings.

There was some discussion regarding the funding of requests from fiscally constrained counties first, provided they had no issues that could be questionable or items that were prohibited from being funded from CCOC dollars. Peer Groups 1 – 5, minus two counties in Peer Group 5, are designated as Fiscally Constrained. The issue was temporarily tabled to provide for the presentations by each county.

The following counties made a Special Funding Request Presentation to the Budget Committee. Counties that amended their Special Funding Request at the meeting are noted below:

- Monroe
- Lake – reduced from the original submission
- Highlands – increase from the original submission
- Broward
- Gadsden
- Marion
- Charlotte
- Leon
- Santa Rosa
- Orange
- Indian River
- Sarasota
- Clay
- Suwannee – increase from the original submission
- Pinellas
- Volusia – reduced from the original submission
- Citrus – reduced from the original submission
- Hamilton
- Osceola – reduced from the original submission
- Nassau – reduced from the original submission
- Flagler
- Escambia

A lunch break was taken. As several counties were able to present earlier than anticipated, several afternoon presentations were contacted and moved to an earlier time.

When the afternoon session resumed the following presentations were heard:

- Lee – reduced from the original submission
 - Pasco
 - Duval
 - Martin
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- Palm Beach – not in the packet
 - Alachua
 - Lafayette – increase from the original submission
 - Washington
 - Hardee
 - Union
 - Sumter
 - Walton
 - Putnam
 - Hendry
 - Baker
 - Levy
 - Hillsborough
 - Jefferson
 - Seminole
 - Columbia
 - Okaloosa
3. After the visual presentations via WebEx concluded, the Budget Committee members discussed the following topics:
- Considering funding fiscally constrained counties.
 - Funding of repayments of Title IV-D Child Support as the result of the recalculation versus the funding of requests to help support Title IV-D expenditures not covered by the reimbursement.
 - County responsibility per statute related to computers, printers, furniture, equipment, etc.
 - Requests related to PDF-A conversion, the back scanning historical records, and digitization of analog records. The Public Records Modernization Trust Fund supports these issues and there are different ways to accomplish these tasks, including the use of contracted services to convert historical records.
 - Funding Requests for technology that would support efficiencies, case management, or jury management
 - Funding of items that had previously been shifted to the county during budget cut years
 - Personnel and pay equity funding requests
 - Collections/compliance funding requests
 - Funding of magistrates and hearing officers along with various Administrative Orders
4. The Budget Committee will meet via WebEx on Thursday, September 26, 2019, at 3:00 PM via WebEx to make final decisions regarding the funding requests heard today. The Budget Committee Workshop adjourned at approximately 5:00 PM ET.
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