



# CCOC

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## Minutes of September 2<sup>nd</sup>, CCOC Budget Committee Meeting

Approved at the Budget Committee Meeting on 10/29/20.

The Budget Committee of the Clerk of Courts Operation Corporation (CCOC) held a meeting via WebEx on September 2<sup>nd</sup>, 2020. An agenda and materials were distributed in advance of the meeting 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. All motions adopted by the committee are in **bold** text. All CCOC staff action items based on committee direction are in red and **bold** text.

### 1. Agenda Item 1 – Call to Order and Introduction

The meeting was called to order by Clerk JD Peacock, Chair of the Budget Committee. Marleni Bruner, CCOC Senior Budget Manager called the roll.

Present for meeting conference call: Honorable Clerk JD Peacock, Clerk Jeffrey Smith, Clerk Tom Bexley, Clerk Ken Burke, Clerk Stacy Butterfield, Clerk Gary Cooney, Clerk John Crawford, Clerk Brenda Forman, Clerk Tara Green, Clerk Carla Hand, Clerk Bill Kinsaul, Clerk Tiffany Moore Russel, Clerk Don Spencer, Clerk Carolyn Timmann, Clerk Angela Vick

Absent from conference call: Honorable Clerk Sharon Bock, Clerk Pam Childers, Clerk Kellie Rhoades, Clerk Greg Godwin

### 2. Agenda Item 2 – Approve Agenda

Clerk Peacock announced that the fifth agenda item, "CFY 2020-21 Judge Allocation" would not be included in the meeting. This item will be presented at a meeting to follow.

**A motion was made to adopt the agenda as amended by Clerk Timmann and seconded by Clerk Cooney. Hearing no objections, the motion was adopted by consent.**

### 3. Agenda Item 3 – Approve Minutes from August 25, 2020 Meeting

The minutes from the last meeting on August 25, 2020 were presented for approval for approval.

**Clerk Butterfield made a motion to adopt the minutes from the August 25<sup>th</sup> meeting which was seconded by Clerk Cooney. A voice vote was taken, and the motion was approved unanimously.**

4. Agenda Item 4 – CFY 2020-21 Revenue- Limited Budget

Clerk Peacock introduced Jason Welty to present this information. Mr. Welty opened a spreadsheet, which he also sent out to the Committee. He utilized the Base Budget Calculation to explain FRS Increases from the clerks. Mr. Welty thanked all who submitted their prior requests and thanked all committee members for all their work. In order to get to the necessary budget reduction, Mr. Welty utilized two factors; Across the Board and Weighted Case Distribution. From these calculations, CFY 2020-21 Revenue Based Budget Calculation was calculated, in addition to the resource of the CFY 2020-21 Jury Budget Authority. This all finally led to the calculation of the Aggregate 2020-21 Budget, which was then compared to the same from CFY 2019-20.

Clerk Peacock asked if Mr. Welty has adjusted the CFY 2019-20 to reflect the adjustments made in recent months. Jason assured him that yes, the budget authority has been adjusted. Clerk Peacock then opened this presentation up for questions and discussion based on this presentation. Clerk Butterfield asked Mr. Welty if this adjusts everyone's budget, and Mr. Welty responded that yes.

Mr. Welty then compared this version or scenario to another which completely removed the jury distribution. Clerk Peacock asked Mr. Welty if he had a recommendation between the two options. Mr. Welty stated that he does not necessarily have a preference, but one simply requires more capping than the other. Clerk Cooney then suggested that fiscally concerned counties should receive funding from other counties, using the constrain on other counties. Clerk Butterfield suggested the second option, which does not include the jury distribution. She stated that the jury should not be included in those cuts.

Clerk Peacock opened the floor up for questions. Clerk Moore-Russel agreed with Clerk Butterfield that the committee should review policy in this decision, utilizing the second option. Clerk Burke then noted that we might want to think about this decision in the long-term, that when we get to next year, a fair representation should be utilized among all clerks. He reassured all that he is very supportive, but just commented that long-term thinking is important in budgeting. Clerk Peacock agreed and encouraged all to work on current items with a long-term outcome in mind.

Clerk Peacock asked if there were any questions, and there were none. He opened the floor up for a motion.

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**Clerk Butterfield made a motion to take the second presentation explained by Mr. Welty, removing the jury from the aggregate budget. The motion was seconded by Clerk Cooney.**

Clerk Peacock opened the floor for questions from any clerks or committee members. Clerk Kinzel asked if revenue picks up, would the counties who take the largest cuts receive money back first? She showed concern that there is not normally reallocation for those who produce surplus revenue yet receive the largest cuts. Clerk Peacock replied that with the help of CCOC staff, the funding gap will be filled moving into the 2020-21 year, with approval. He stated that in the future, the committee will discuss how to allocate surplus spending, moving forward. Clerk Peacock reassured Clerk Kinzel that as a committee, the proper steps will be taken to reach the base budget set by the committee.

Clerk Moore Russell asked Clerk Peacock if he has plans to advocate for \$38,000,000 from the state for additional funding, as clearly shown in the spreadsheet presented. Clerk Peacock confirmed.

Clerk Peacock asked if there were any final comments on the motion, before a committee vote. There were no final questions.

**The motion was adopted with a verbal majority vote.**

5. Agenda Item 6 –Other business

Clerk Peacock said that he had no other business other than his anticipation of a Budget Committee Meeting in October where this work will be continued. This meeting is when the judge allocation policy discussion will take place.

Clerk Peacock asked if any committee members had additional comments. Clerk Cooney stated his great appreciation for the hard work done at the CCOC. Clerk Butterfield then mentioned the peer group and FRS incorporation in budget making. She asked if moving forward, if clerks could be instructed to add FRS increases in budget requests. Clerk Smith asked that any clarifications being made between staff and individual clerks, be made to all clerks, so that they are aware. Clerk Peacock assured that communication is very important in situations as this.

Clerk Peacock acknowledged a question in the chat, which asked about a relative timeline for this budget change. The Council will review this motion on the 29<sup>th</sup> of September, so shortly after, a decision will be made. He suggested that clerks utilize projected number to adjust as necessary.

Clerk Frank spoke to inform the committee about a conversation between herself and Clerk Peacock. She suggested that documentation of the current situation due to COVID-19 is extremely important, and that adjustments made might be published as

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record. Clerk Peacock said that he is more than happy to provide any evidence or proof of the budget committee's work.

Clerk Peacock asked for any final questions or comments. There were none.

Clerk Peacock thanked everyone for all of their hard work and adjourned the meeting at 3:05 PM Eastern.

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