

FLORIDA CLERKS OF COURT OPERATIONS CORPORATION
June 22, 2020 9:00 AM EST
EXECUTIVE COUNCIL MEETING

MINUTES APPROVED AT 9/29/20 EXECUTIVE COUNCIL MEETING

Via WebEx and Conference call

The June 22nd, 2020 meeting of the Executive Council of the Florida Clerks of Court Operations Corporation (CCOC) was called to order by Executive Council Chair JD Peacock at approximately 9:00 AM. Clerk Crawford began the meeting with an invocation. Clerk Russell called the roll. Council Members present during the meeting were the Honorable Peacock, Clerk Russell, Clerk Smith, Clerk Butterfield, Clerk Crawford, Clerk Newton, Clerk Roth, Clerk Ruvin, Clerk Colonnese and Judge Ficarrotta.

INTRODUCTION AND AGENDA APPROVAL

Clerk Peacock began the meeting by thanking everyone for their time and hard work. Clerk Peacock then asked if anyone had any objections to the agenda. Seeing no objections, the agenda was adopted.

APPROVE MINUTES

Clerk Russell motioned to approve the minutes from the April 14, 2020, April 27, 2020, and June 5, 2020 meetings. Clerk Butterfield seconded the motion. Clerk Peacock asked if there were any questions, comments, or corrections, but there were none. The Council approved the motion unanimously.

TREASURER'S REPORT & PROPOSED WORK PLAN

Clerk Russell requested the approval of the CFY 2020-21 Corporation Office Budget Request in the form of a motion. Clerk Russell's motion was seconded by Clerk Colonnese. Clerk Peacock asked Council members if they had questions, which no one did. The Council approved the motion unanimously.

Clerk Russell continued with her next item for approval, renewal of the CCOC office lease. Clerk Russell motioned for approval which was seconded by Clerk Newton. Clerk Peacock asked the Council if they had any questions, which no one did. The Council approved the motion unanimously.

Clerk Russell moved on to her final item for approval, the CIS compliance contract of \$31,250 for a 1-year extension. This extension will be from July 1, 2020 to June 30, 2021. Clerk Russell made a motion for approval, which was seconded by Clerk Ruvin. Seeing no questions Clerk Peacock called for a vote. The Council approved the motion unanimously.

COMMITTEE AND WORKGROUP REPORTS

Clerk Peacock provided a verbal update from the **Budget Committee**. He explained that the Council adopted the Base Budget and the timeline of July 1 for requests over base budget. The next Budget Committee meeting will be mid-July. He said we will have received the additional budget funding requests from Clerks by then, will be receiving a report from the Honorable Gary Cooney on the groupings of similarly situated Clerks. He further mentioned that the Revenue Estimating Conference will be scheduled to meet on July 20th and will be providing us the revenue projections which will impact our draft expenditure budget. There were no questions from the members.

Clerk Green reported for the **PIE Committee**, in addition to the written report in the meeting packet. She reviewed the report included in the packet which included the work of Don Murphy with CIS as well as the Quarter 2 Performance Measures and Action Plans reports that was sent to the legislature and posted to the CCOC website. Doug Isabelle thanked Clerk Green for her many years of leadership to the PIE Committee. Clerk Peacock thanked the PIE Committee for all their hard work through the past years. Clerk Green also thanked Doug for his commitment to the PIE Committee. Clerk Peacock announced that the new PIE Committee Chair will be the Honorable Laura Roth, effective July 1st.

Clerk Peacock then stated that the **Legislative Committee** had nothing to report. He thanked Clerk Timmann for her work on this committee in partnership with FCCC's legislative team.

Clerk Peacock stated the **Revenue Enhancement Committee** also had nothing to report at this time.

Clerk Peacock gave his report regarding the **Electronic Notification Platform Workgroup**. He said they have been monitoring the budget this year. It is moving along seamlessly. There are some growth lessons we are learning along the way. At this point we are waiting to see if the funding for that program continues as the Legislature approved dollars, but we are waiting to see if the Governor approves the funding.

Clerk Peacock asked the Council if they had any questions regarding the committee reports; seeing none the meeting progressed.

REPORT ON TCBC

Judge Ficarrota gave an update from the Trial Court Budget Commission (TCBC), stating their next meeting to be held on June 23rd, 2020. It will be the first meeting since February. They will update the full Commission on the Executive Committee's responses to Covid-19, consider allocation recommendations and give planning for the 21/22 legislative budget request. He said the Commission looks forward to hearing from Clerks at that meeting. He will provide an update of today's CCOC meeting and then have Clerks and or staff present the budget issues they are facing. He said that after tomorrow's meeting, the next TCBC full Committee meeting will be August 6th. Clerk Peacock thanked him for the partnership we have with the Judges throughout the State.

TENTATIVE EC MEETING SCHEDULE FOR CFY 2020-21

John Dew directed everyone to page 44 of the meeting packet for the list of upcoming Executive Council meetings. Dates for July through September will be scheduled as needed. October 5, 2020 is the scheduled start meeting date during Fall Conference, February 23, 2021 the scheduled start meeting date during Winter Conference, and June 21, 2021 the scheduled start meeting date during Summer Conference. These dates are subject to change as it related to COVID-19.

SETTING OF CCOC ANNUAL CORPORATION MEETING

Clerk Peacock stated that due to COVID-19, The CCOC Annual Corporation Meeting will be set for a later date. The anticipated date is for July 24th, 2020; however, CCOC will send out a confirmation with the date and time.

CCOC 2020 EXECUTIVE COUNCIL ELECTION RESULTS

John Dew directed everyone to the election results on page 46 of the meeting packet. He said that despite some areas running unopposed, many Clerks voted. The results are as follows:

Population Group I: Clerk John Crawford
Population Group II: Clerk JD Peacock
Population Group III: Clerk Stacy Butterfield
Population Group IV: Clerk Harvey Ruvin

Clerk Peacock congratulated everyone and mentioned they will not need to be sworn in since they are all reelected. He then asked the Council if they had any questions regarding the results, which no one did.

ELECTION OF CCOC EXECUTIVE COUNCIL LEADERSHIP

Clerk Peacock thanked everyone who worked on the Council and committee. He also thanked CCOC staff. CCOC Staff helps make the process easier for clerk staff by streamlining the process and reports. He mentioned not having a consistent model/revenue stream through the fiscal year has created significant problems. Clerk Peacock turned it over to CCOC General Counsel Joe Boyd to run the election for Chair of the Executive Council.

Clerk Colonnese nominated Clerk Peacock. Clerk Ruvin seconded the nomination. There were no other nominations. The Council approved the nomination unanimously. Clerk Peacock was formally elected as Chair of the Executive Council.

Joe Boyd turned the meeting back to Clerk Peacock who then opened the floor for nominations for Vice Chair of the Executive Council Committee. Clerk Butterfield nominated Clerk Smith. Clerk Newton seconded the nomination. Seeing as there were no other

nominations, the Council approved the nomination unanimously. Clerk Smith was formally elected as Vice Chair of the Executive Council Committee.

Clerk Peacock opened the floor regarding nominations for Secretary/Treasurer of the Executive Council Committee. Clerk Butterfield nominated Clerk Russell. Clerk Crawford seconded the nomination. Seeing as there were no other nominations, the Council approved the nomination unanimously. Clerk Russell was formally elected Secretary/Treasurer of the Executive Council Committee.

Clerk Peacock recognized Judge Ficarrotta as our Supreme Court appointee who indicated that he hopes to remain on the Council. Clerk Peacock also brought up that the House Appointee position is still vacant.

Chair Peacock asked if there were any other Clerks statewide on the call that wanted to discuss any issues. Clerk Vick congratulated the reelected Council members. She then went on to express her gratitude for the Council, committee members and CCOC staff for their hard work. Clerk Peacock agreed with her.

Clerk Burke congratulated the reelected Council members as well. He then went on to express his thanks and gratitude to Judge Ficarrotta for his work and help with the Council. He also wanted to make sure that we had Clerks be able to speak at the TCBC meeting. Clerk Peacock responded to Clerk Burke in agreement.

OTHER BUSINESS

Clerk Peacock addressed the upcoming meetings for the week. Tuesday, June 23rd, 2020 will be the TCBC meeting from 9:00 AM – 11:30 AM. Friday, June 26th, 2020 is the scheduled Emergency Executive Council regarding budget cuts for each county. Clerk Peacock mentioned that decisions are based on estimates and will be updated as actuals come in and then it will be reported back to the Council. He noted that he hoped that our message of revenue shortfall was being heard by the Office of the Governor. The CCOC team and the advocacy team from FCCC are working together to look at guidance from Treasury as well as legal opinions to make sure we understand how any additional dollars provide to the State for the Pandemic could help us in our process. He thanked everyone that was working together in an advocacy mode and we would give a report at the June 26th on the efforts of our advocacy.

Clerk Peacock ended by thanking everyone for their time and effort. He then asked if anyone had any final questions or comments. There were none.

Marleni mentioned that the CCOC update for the Summer Conference will be June 23rd, 2020 from 10:20 AM – Noon. Clerk Peacock encouraged everyone to attend this presentation.

The meeting was adjourned at 10:08 AM.