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PINELLAS COUNTY
HOUSE APPOINTEE

JOHN DEW
EXECUTIVE DIRECTOR

FIRM OF BOYD AND DURANT
GENERAL COUNSEL

2560-102 BARRINGTON CIRCLE | TALLAHASSEE, FLORIDA 32308 | PHONE 850.386.2223 | FAX 850.386.2224 | WWW.FLCCOC.ORG

CCOC Annual Corporation Meeting July 24, 2020 – 1:00 PM EDT Via Conference Call

The July 24, 2020, Annual Meeting of the Corporation of the Florida Clerks of Court Operations Corporation (CCOC) was called to order at 1:00 p.m., EDT by the CCOC Executive Council Chair JD Peacock. He asked Clerk John Crawford to provide an invocation.

ROLL CALL

Chair Peacock asked Secretary/Treasurer Moore Russell to call the roll. She called the roll and there was not a quorum present at that time. The Chair said he would first provide his report since that did not require a vote and allow more time for Clerks to call in. He asked Clerk staff on the call to reach out to their Clerks to have them call in. During his report enough Clerks joined to assure there was a quorum.

CHAIR'S REPORT

Chair Peacock reported on the activities of the past year. He said he wished he could provide as positive of a report that the previous Chair Butterfield provided last year. He said that we actually were well on track to have a very positive report since he became Chair on July 1st, 2019. But then Covid 19 hit in March of this year. Because of the impact of the Pandemic and the resulting drastic drop in revenues collected we are in a situation to potentially have significantly less dollars available to support our currently approved budgets this year. Chair Peacock however said that under his leadership we are looking to find a way to streamline collection of data and simplify the budget request and budgeting process. We have made progress and are also looking at ways to decrease any reports we currently receive and determine if we need all the data we receive from Clerks. Also, we are doing a better job in “mining” the data we currently have and using it in our budget and legislative process. Other positives have been our involvement in the eNotify project, our positive legislative efforts to fix some of the budgeting processes, and our communication with FCCC and the Clerks. The state revenue estimating commission met last week and we now know that we have a significant deficit between the latest projected revenues and the approved Clerk’s budgets for this year. We will be working with the FCCC in getting the messages out to the Clerks so we can go together and seek resolutions on this difficult situation we are in. We are in conversations with the Governor’s Office to see if we can get a loan to help us with the revenue deficit. While again he noted that this is not an overall positive report, he noted he felt certain that we will overcome the challenges during this next year together. He asked if there were any questions. Clerk Spencer, Santa Rosa, asked if we heard back yet from the Governor’s Office about receiving a loan. Chair Peacock said we have not. A discussion ensued on how Clerks

Our Mission: As a governmental organization created by the Legislature, we evaluate Clerks’ court-related budgetary needs, and recommend the fair and equitable allocation of resources needed to sustain court operations.

throughout the State were dealing with Covid-19, the impact on staffing, and not having sufficient revenues to meet budget needs.

APPROVAL OF THE AGENDA

Chair Peacock asked if there was anyone that wanted to revise the posted agenda. Noting that there were no comments he replied that the agenda as presented would be considered approved.

APPROVAL OF MINUTES

The Chair called upon Secretary-Treasurer Clerk Moore Russell to present the minutes for approval from CCOC's last annual meeting. Clerk Moore Russell noted that the minutes from the June 24th, 2019, meeting were in the packet and asked if anyone had any revisions. Hearing none she moved the minutes for approval. Clerk Colonnese made a second. A vote was taken, and the minutes were approved unanimously.

TREASURER'S AND FINANCIAL REPORT

Clerk Moore Russell reported that in the meeting packet was a copy of the Corporation's Annual Financial Statements for fiscal year 18/19 which was presented to the Executive Council at their February 25th meeting. She noted that there were no negative findings from that audit and asked Corporation members if they had any questions. There were no questions.

The second item she reported on concerned the Corporation's financial situation. End of year report for CFY 18/19, located in the packet, shows that the office stayed well within their budget authority. We are also below our budget authority within the current 19/20 budget authority. Finally, she presented the proposed budget for the Corporation for the upcoming 20/21 budget year. This budget is less than the current year's budget due to less expected travel expenses. The budget request is for \$1,681,437.86 and she made a motion that this be approved by the Corporation members. Clerk Butterfield seconded the motion. Hearing no debate, a vote was taken, and the motion passed. Clerk Moore Russell thanked John Dew for his leadership in assuring we stayed well within our budget authority.

TENTATIVE COUNCIL MEETING DATES AND WORKPLAN FOR CFY 2020-21

Chairman Peacock called on Executive Director John Dew to provide information on potential meeting dates of the Council in CFY 20/21. Mr. Dew emphasized that some of these dates were very tentative due to the unknown impact of Covid-19. Typically, our Council meetings take place in person the day before the quarterly training sessions. We don't know if we will be having any in-person quarterly training sessions this next year due to the Pandemic. However, Mr. Dew provided tentative Council meetings to be held on October 5th, 2020; February 23rd, 2021; and June 21st, 2021. Chair Peacock followed this with a message to the Council that he may have to call emergency meetings as needed as we deal with the fiscal situation due to revenue losses.

OTHER BUSINESS

Clerk Ruvin, Miami-Dade said he appreciated the leadership of Chair Peacock and noted that under his term the meetings were managed well, and he keeps a very balanced and fair-minded approach to the process. Chair Peacock said he appreciated the comment but could not have done this without

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the support of the professional staff of the CCOC and his local staff. He concluded that over the past few years we have continued to build relationships and that as Chair he is looking to utilize this to help reach stability and consistency in our budget model for the future. He said we have the right team to do this and is optimistic this can happen in the future.

With no further items, the meeting was adjourned.