

Quarterly Performance Measures & Action Plans Report

Section 28.35(2)(d), Florida Statutes

2nd Quarter County Fiscal Year 2021-22

(January 1, 2022 through March 31, 2022)

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Quarterly Performance Measures & Action Plans Report

The Florida Clerks of Court Operations Corporation (CCOC) was created as a public corporation to perform the functions specified in sections 28.35 and 28.36, Florida Statutes. Section 28.35 (2)(d), F.S., requires the CCOC to develop a uniform system of performance measures and applicable standards in consultation with the Legislature. These measures and standards are designed to facilitate an objective determination of the performance of each clerk in fiscal management, operational efficiency, and effective collection of fines, fees, service charges, and court costs. Current performance measures address:

- Collections (one measure each for nine court divisions, reported quarterly)
- Timeliness (two measures for each of ten court divisions, reported quarterly)
- Juror Payment Processing (one measure, reported quarterly)

When the CCOC finds a Clerk's office has not met the performance standards, the CCOC identifies the nature of each deficiency and any corrective action recommended and taken by the affected Clerk of the Court. The CCOC is required to notify the Legislature of any clerk not meeting performance standards and provide a copy of applicable corrective action plans.

The CCOC monitors the performance of the Clerk's offices through quarterly reports provided by the Clerk's offices, due on the 20th of the month following the end of the quarter. The CCOC provides notification of the status of the Clerks' performance standards to the Legislature through these quarterly reports.

The CFY 2021-2022 2nd Quarter report identifies the Clerk's offices not meeting each performance standard. In addition, the report provides a description of factors that may have contributed to the unmet standard. There were 45 clerk offices that required an action plan related to collections, 10 clerk offices required an action plan for not filing cases timely, and 10 clerk offices required an action plan for not docketing cases timely. There were five counties that did not issue jury summons and 62 counties issued summons. A total of 63 counties issued payments, 58 of which were timely.

Escambia, Leon, Nassau, and Suwannee Counties were missing action plans for one or more court division in Collections at the time this report was produced. The performance measure analysis and required action plans are in the following tables.

Table A Collections Performance by Division CFY 2021-22 Quarter 2

County	Circuit	County	Juvenile	Criminal	Circuit	County	Civil	Probate	Family	Total
	Criminal	Criminal	Delinquency	Traffic	Civil	Civil	Traffic			
Alachua			External							1
Baker							External			1
Bay		External					External			2
Bradford		External			Internal		External			3
Brevard		External	External				External			3
Broward							External			1
Calhoun	External						External			2
Charlotte										0
Citrus	External			External						2
Clay							Internal			1
Collier										0
Columbia										0
DeSoto										0
Dixie	External			External			External			3
Duval	External	External	External				External			4
Escambia			Х				External			2
Flagler										0
Franklin										0
Gadsden	Internal	Internal					Internal			3
Gilchrist	External		External						Internal	3
Glades			Internal				Internal			2
Gulf							External			1
Hamilton							External			1
Hardee			External							1
Hendry										0
Hernando										0
Highlands		Internal								1
Hillsborough							External			1
Holmes			External							1
Indian River										0
Jackson							External			1
Jefferson										0
Lafayette										0
Lake				1						0
Lee				1				1		0
Leon		Х		Х	External			1	Х	4
Levy		External								1
Liberty				†			Internal		1	1



Table A Collections Performance by Division CFY 2021-22 Quarter 2

County	Circuit	County	Juvenile	Criminal	Circuit	County	Civil	Probate	Family	Total
	Criminal	Criminal	Delinquency	Traffic	Civil	Civil	Traffic			
Madison	External	External			External		External			4
Manatee		External					External			2
Marion		External								1
Martin										0
Miami-Dade		External					External			2
Monroe										0
Nassau	Χ						External			2
Okaloosa							External		External	2
Okeechobee										0
Orange		External					External			2
Osceola							Internal	Internal	Internal	3
Palm Beach										0
Pasco							External			1
Pinellas	Internal	Internal	Internal							3
Polk	External						External			2
Putnam	External		External				External			3
Saint Johns										0
Saint Lucie										0
Santa Rosa							External			1
Sarasota		External								1
Seminole							External			1
Sumter										0
Suwannee	Х									1
Taylor			External				External			2
Union			External	External			External	External		4
Volusia		External								1
Wakulla										0
Walton										0
Washington	External						External			2
Statewide	13	16	12	4	3	0	32	2	4	86
Internal Reasons	2	3	2	0	1	0	5	1	2	16
External Reasons	11	13	10	4	2	0	27	1	2	70

NOTES

1. Escambia, Leon, Nassau, and Suwannee did not include an action plan for one or more court divisions failing to meet performance standards at the time this report was produced.



Table B Timeliness 1 - Filing New Cases by Division CFY 2021-22 Quarter 2

				· Y 2021-							
County	Circuit Criminal	County Criminal	Juvenile Delinquency	Criminal Traffic	Circuit Civil	County Civil	Civil Traffic	Probate	Family	Juvenile Dependency	Total
Alachua	91		Jemiquency			5					0
Baker					Systems /Convers ions - External						1
Bay					2/(011161						0
Bradford											0
Brevard											0
Broward						Staffing - Internal	Staffing - Internal	Staffing - Internal			3
Calhoun							coa.	coma.			0
Charlotte											0
Citrus			Staffing - Internal								1
Clay			- Idaming internal			<u> </u>					0
Collier							+				0
Columbia		+									0
DeSoto											0
Dixie											0
Duval							+				0
							+				
Escambia											0
Flagler		-									0
Franklin											0
Gadsden											0
Gilchrist											0
Glades	Staffing - Internal	Staffing - Internal									2
Gulf											0
Hamilton											0
Hardee											0
Hendry				Staffing - External							1
Hernando											0
Highlands											0
Hillsborough											0
Holmes											0
Indian River					Ì						0
Jackson											0
Jefferson					Staffing - Internal						1
Lafayette						İ					0
Lake											0
Lee											0
Leon											0
Levy						<u> </u>					0
Liberty			1				1				0
Liberty		1		1	1	1		1	1	I	



Table B Timeliness 1 - Filing New Cases by Division CFY 2021-22 Ouarter 2

			Ci	-Y 2021-2	22 Quai	rter 2					
County	Circuit	County	Juvenile	Criminal	Circuit	County	Civil	Probate	Family	Juvenile	Total
	Criminal	Criminal	Delinquency	Traffic	Civil	Civil	Traffic			Dependency	
Madison											0
Manatee											0
Marion											0
Martin											0
Miami-Dade											0
Monroe											0
Nassau											0
Okaloosa											0
Okeechobee											0
Orange											0
Osceola											0
Palm Beach											0
Pasco											0
Pinellas											0
Polk						Staffing -					2
_	0. (6	0. (6)		0	Internal	Internal	1			0. 66	
Putnam	Staffing -	Staffing -		Staffing -	Staffing -					Staffing -	5
0.1.1.1	Internal	Internal		Internal	Internal					Internal	<u> </u>
Saint Johns				1							0
Saint Lucie				1			1				0
Santa Rosa											0
Sarasota				1							0
Seminole											0
Sumter				1			1				0
Suwannee											0
Taylor				1							0
Union											0
Volusia					Staffing - External						1
Wakulla		Staffing -									1
		Internal									1
Walton											0
Washington											0
Statewide	2	3	1	2	5	2	1	1	0	1	18
Internal Reasons	2	3	1	1	3	2	1	1	0	1	15
External Reasons	0	0	0	1	2	0	0	0	0	0	3



Table C Timeliness 2 - Cases Docketed by Division CFY 2021-22 Quarter 2

County	Circuit	County	Juvenile	Criminal	Circuit	County	Civil Traffic	Probate	Family	Juvenile	Total
	Criminal	Criminal	Delinquency	Traffic	Civil	Civil			-	Dependency	
Alachua										,	0
Baker											0
Bay											0
Bradford											0
Brevard											0
Broward								Staffing -			1
								Internal			1
Calhoun											0
Charlotte											0
Citrus											0
Clay											0
Collier											0
Columbia											0
Miami-Dade											0
DeSoto											0
Dixie											0
Duval					Staffing -						4
					Internal						1
Escambia											0
Flagler											0
Franklin											0
Gadsden											0
Gilchrist											0
Glades											0
Gulf											0
Hamilton											0
Hardee				Staffing -							4
				External							1
Hendry					Staffing -						1
					Internal						1
Hernando											0
Highlands											0
Hillsborough											0
Holmes											0
Indian River											0
Jackson											0
Jefferson											0
Lafayette											0
Lake											0
Lee											0
Leon											0
Levy											0
Liberty											0



Table C Timeliness 2 - Cases Docketed by Division CFY 2021-22 Quarter 2

			U	L	.22 Qua	irter 2					
County	Circuit	County	Juvenile	Criminal	Circuit	County	Civil Traffic	Probate	Family	Juvenile	Total
	Criminal	Criminal	Delinquency	Traffic	Civil	Civil				Dependency	
Madison											0
Manatee					Staffing -						1
Marion					Internal						0
Martin											0
Monroe	Staffing -	Staffing -		Staffing -							
WOINGC	Internal	Internal		Internal							3
Nassau	IIICIIIai	Internal		internal							0
Okaloosa											0
Okeechobee											0
Orange											0
Osceola					Staffing -	Staffing -					
					External	External					2
Palm Beach											0
Pasco											0
Pinellas											0
Polk					Staffing - Internal	Staffing - Internal			Staffing - Internal		3
Putnam	Staffing -			Staffing -							
	Internal			Internal							2
Santa Rosa											0
Sarasota											0
Seminole											0
Saint Johns											0
Saint Lucie											0
Sumter											0
Suwannee											0
Taylor											0
Union											0
Volusia											0
Wakulla		Staffing - Internal		Staffing - Internal							2
Walton											0
Washington											0
Statewide	2	2	0	4	5	2	0	1	1	0	17
Internal Reasons	2	2	0	3	4	1	0	1	1	0	14
External Reasons	0	0	0	1	1	1	0	0	0	0	3



Table D

Descriptions of External Factors for Not Meeting Performance Standards CFY 2021-22 Quarter 2

				Collections
	County	Division	Reason Code	Description
1	Alachua	Juvenile Delinquency	External	This group does not have jobs and parents do not have the Money. Added a new additional
				Assessment which is very high.
2	Baker	Civil Traffic	External	our office forwards the late citations to Tallahassee weekly to suspended def dl and also forward all
				late citations to the collection agency once a month
	Bay	County Criminal	External	Bay County Uses all means available to collect as much money as possible.
4		Civil Traffic	External	Bay County Uses all means available to collect as much money as possible.
	Bradford	County Criminal	External	People are not paying the assessments they are being charged.
6		Civil Traffic	External	Defendants are not their paying their citations timely. The civil traffic division enters cases and
				assessments timely, after that it's up to the defendant to pay. After 150 days of no payment,
				accounts are sent to collections.
7	Brevard	County Criminal	External	Economic Factors. The standard was not met despite pursuit of all collection efforts within the
				control of the Clerk Office.
8		Juvenile Delinquency	External	Economic Factors. The standard was not met despite pursuit of all collection efforts within the
				control of the Clerk Office.
9		Civil Traffic	External	Economic Factors. The standard was not met despite pursuit of all collection efforts within the
				control of the Clerk Office.
_	Broward	Civil Traffic	External	The number of indigent defendants impact collections.
11	Calhoun	Circuit Criminal	External	Most of these cases are in prison. Waiting on the release of the inmate to begin payment plan.
12		Civil Traffic	External	Continue to suspend dl and turn over to collection agency
13	Citrus	Circuit Criminal	External	Large fines on trafficking cases that cannot be paid until the defendants are released.
14		Criminal Traffic	External	During Pandemic, giving every opportunity to extend payment plan and meet compliance
15	Dixie	Circuit Criminal	External	Very poor county. Have hired collection agency to help with this.
16		Criminal Traffic	External	Very poor county. Have hired collection agency to help with this.
17		Civil Traffic	External	very poor county. Have hired collection agency for assistance
18	Duval	Circuit Criminal	External	This is due to staffing challenges. To improve, we have enhanced online payment options, are
				finalizing implementation of the Compliance Department and recently entered into a contract for
				compliance software to better assist with the collection of fines and fees.
19		County Criminal	External	This is due to staffing challenges. To improve, we have enhanced online payment options, are
				finalizing implementation of the Compliance Department and recently entered into a contract for
				compliance software to better assist with the collection of fines and fees.
20		Juvenile Delinquency	External	This is due to staffing challenges. To improve, we have enhanced online payment options, are
				finalizing implementation of the Compliance Department and recently entered into a contract for
				compliance software to better assist with the collection of fines and fees.
21		Civil Traffic	External	This is due to staffing challenges. To improve, we have enhanced online payment options, are
				finalizing implementation of the Compliance Department and recently entered into a contract for
				compliance software to better assist with the collection of fines and fees.
22	Escambia	Civil Traffic	External	The local economy, incarcerated defendants, and the overall ability to pay greatly affect the
				collection rate. Escambia now offers expanded payment options such as online payments and is
				handing out court cards to defendants after their court appearance detailing their payment options.
				Escambia is also working with an outside collections agency in an effort to improve the collections
				rate. Additionally, Covid-19 has had a significant impact on the local economy and ability to pay.
	Gilchrist	Circuit Criminal	External	Working with collections agency
24		Juvenile Delinquency	External	Includes new County Criminal charges
25	Gulf	Civil Traffic	External	Due to Covid 19 people are unemployed and unable to pay. Working on repayment establishing
				repayment plans for these accounts.



Table D Descriptions of External Factors for Not Meeting Performance Standards CFY 2021-22 Quarter 2

	Collections											
26	Hamilton	Civil Traffic	External	We are continuing to work with our collection agency and doing other activities to collect as much								
		0	2.1.0	as possible, i.e. payment plans, online payments, phone payments.								
27	Hardee	Juvenile Delinguency	External	Cases are either on probation or have been placed on lien.								
	Hillsborough	Civil Traffic	External	Continued Transmission to Collection Agencies								
	Holmes	Juvenile Delinguency	External	Non-Payment. Continuing to use our collections department along with sending due diligent letters								
		Javonno Bonnquoney	2.1.0	and judgements.								
30	Jackson	Civil Traffic	External	If citation is not paid within the 30 days, suspending licenses and then sending to external								
				collection agency. Our Collection Deputy Clerk is sending notices before due date with information								
				about payment plans to increase collections.								
31	Leon	Circuit Civil	External	Leon County receives Circuit Civil cases from prisoners against the Department of Corrections.								
				While a filing fee assessed, these are seldom paid. Leon County uses all methods of collections								
				available to them for collecting on these cases. License suspension and submission to Collection								
				Agency are two methods used. Results of Collection Agency are outside of the 5 quarter								
				accounting and are not credited to our collection rate. Leon County will continue to monitor this.								
				accounting and are not created to our concedion rate. Leon county will continue to monitor this.								
32	Levy	County Criminal	External	No payment plans judge put all to judgements.								
	Madison	Circuit Criminal	External	The local economy, incarcerated defendants, and the overall ability to pay greatly affects our								
				collection rate.								
34		County Criminal	External	The local economy and the overall ability to pay greatly affects our collection rate.								
35		Circuit Civil	External	The local economy and the overall ability to pay greatly affects our collection rate.								
36		Civil Traffic	External	The local economy and the overall ability to pay greatly affects our collection rate.								
37	Manatee	County Criminal	External	Full staff; collections Best Practices followed w/in-house program and two external agents - could								
				be related to customers inability to pay.								
38		Civil Traffic	External	Following Collection Best Practices with in-house program plus two external collection agents.								
				Percentage is currently just under 90% which continues to indicate higher collections than previous								
				reported quarters.								
39	Marion	County Criminal	External	We are continuing our efforts to improve compliance and review other potential causes for								
				performance measures. Payment plans not to exceed 2% of a person's annual net income can								
				restrain monthly payment amounts.								
40	Miami-Dade	County Criminal	External	Due to our current economic conditions, many defendants are indigent or transient making								
				collections efforts more difficult.								
41		Civil Traffic	External	We have a significant number of payment plans which extend the time required for full collection.								
				Additionally, a significant number of citations go to court which also delays collection times.								
	Nassau	Civil Traffic	External	continue to send fines and fees to collections and suspend drivers license for non payment								
	Okaloosa	Civil Traffic	External	Out of state tourist violators severely hampers our collection efforts								
44		Family	External	Working through payment plan options to increase collections								
45	Orange	County Criminal	External	most criminal defendants are on payment plans which extend well beyond 5 quarters, so this								
				standard is not met for this case type. We have never met the standard on this case type								
46		Civil Traffic	External	Orange has a lot of out of state/out of country visitors who don't pay. Also, there is a general								
70		Oivii Hailio	External	disregard for paying traffic cases. People don't seem to care if they have a DL suspension or not								
				ausi egara for paying danic cases. Feople don't seem to care it they have a DE suspension of hot								
47	Pasco	Civil Traffic	External	The Covid-19 pandemic negatively affected the control groups overall performance.								
	Polk	Circuit Criminal	External	Customers not paying.								
49		Civil Traffic	External	Customers not paying timely due to current economy including covid/pandemic.								



	Table D											
	Descriptions of External Factors for Not Meeting Performance Standards											
	CFY 2021-22 Quarter 2											
	Collections											
50	Putnam	Circuit Criminal	External	Low-income levels; high unemployment rates. We cannot solve these problems. We are following best practices for collections, but do not have control over all of the relevant factors. In addition, we are in the process of changing collection agency. All past due files for the prior collection agency have been resubmitted to the new agency.								
51		Juvenile Delinquency	External	No compliance requirements by judiciary.								
52		Civil Traffic	External	Low-income levels; high unemployment rates. We cannot solve these problems. We are following best practices for collections, but do not have control over all of the relevant factors. In addition, we are in the process of changing collection agency. All past due files for the prior collection agency have been resubmitted to the new agency.								
53	Santa Rosa	Civil Traffic	External	Partial payment agreements can go up to 18 months which is outside the reporting time frame. Civil citation issued along with a criminal citation is held until the disposition of the civil citation.								
54	Sarasota	County Criminal	External	Economic conditions caused by the pandemic impacted the ability of defendants to pay and limited collection activities. This office continues to increase the volume of reminders to customers and implement improved processes with defendants in Probation.								
55	Seminole	Civil Traffic	External	Report does not appear to allow for case assessments that get cancelled and reset to a later quarter due to late hearing elections. Current CMS fees reflects \$1,809,592.91 paid on \$1.892.115.22 assessed, or 95.64%								
56	Taylor	Juvenile Delinquency	External	No enforcement or consequences for juveniles if payments aren't made.								
57		Civil Traffic	External	Staff will continue making attempt to collect fees.								
58	Union	Juvenile Delinquency	External	2 cases - one case the defendant has turned 18 and is currently in jail on MM charges. The other case parents child have moved with no forwarding address								
59		Criminal Traffic	External	All amounts due and owing have been converted to a FJ and license D6'd. Also, one defendant has 3 cases in this quarter (FJ & D6) who has been sentenced to prison in other cases.								
60		Civil Traffic	External	All cases with unpaid fines D-6'd								
61		Probate	External	Filing fee addressed by judiciary and will be forthcoming								
62	Volusia	County Criminal	External	Increase in the number of late paying cases								
63	Washington	Circuit Criminal	External	Incarceration of defendants. Payment plans.								
64		Civil Traffic	External	Driver License Suspended and sent to collection agency.								
	37	64	.]									

	CFY 2021-22 Quarter 2										
	Timeliness 1 - Filing New Cases; External Reasons Provided										
	County	Division	Reason Code	Description							
1	Baker	Circuit Civil	Systems/Conversi	Converting to new e-portal							
			ons - External								
2	Hendry	Criminal Traffic	Staffing - External	Continue to be understaffed for volume of cases/documents							
3	Volusia	Circuit Civil	Staffing - External	Request assistance form other areas. Large number of case filings due to special tourist events.							
	3	3									

	CFY 2021-22 Quarter 2										
	Timeliness 2 - Cases Docketed; External Reasons Provided										
	County	Division	Reason Code	Description							
1	Hendry	Criminal Traffic	Staffing - External	Continue to be understaffed for volume of cases/documents							
	Osceola	Circuit Civil	•	This is both external and internal. We are short staffed and also have a lot of new staff in training.							
2				We are actively recruiting new staff to fill the vacant positions.							
	Osceola	County Civil	Staffing - External	This is both external and internal. We are short staffed and also have a lot of new staff in training.							
3				We are actively recruiting new staff to fill the vacant positions.							
	3	3									



Table E Descriptions of Internal Factors for Not Meeting Performance Standards CFY 2021-22 Quarter 2

	Collections					
	County	Division	Reason Code	Description		
1	Bradford	Circuit Civil	Internal	People are not paying the assessments they are being charged.		
2	Clay	Civil Traffic	Internal	In November of 2020, the Traffic Department underwent a change in management. During this		
				change, it was discovered a large number of red light camera citations were never entered into		
				our CMS. All citations were entered and 30-day letters were sent in an attempt to collect		
				payment. We have sent all unpaid citations to collections as an additional attempt to collect		
				payment. Going forward, we do not anticipate these same issues due to new business		
				processes implemented.		
3	Gadsden	Circuit Criminal	Internal	We are a small office with a small staff. We will continue to attempt to meet the standard using		
				the resources we have available.		
4		County Criminal	Internal	We are a small office with a small staff. We will continue to attempt to meet the standard using		
				the resources we have available.		
5		Civil Traffic	Internal	Multiple employees in this division were out for various reasons this quarter. We have added		
				some staff to help meet the deficit in this division and help with collection efforts.		
6	Gilchrist	Family	Internal	Not all Indigent Application fees were waived and dismissed This has been addressed internally.		
7	Glades	Juvenile Delinquency	Internal	staffing shortage. cross training other departments		
8		County Civil	Internal	staffing shortage. cross training other departments		
9	Highlands	County Criminal	Internal	Our in-house payment plan has raised our collection rate. We will continue to make		
				improvements.		
10	Liberty	Civil Traffic	Internal	Due to a recent audit on traffic we found some that had not completed traffic school. This		
				information has been corrected now and hope this doesn't happen in the future.		
11	Osceola	Civil Traffic	Internal	We are working on correcting issues within the report and will resubmit a version 2 once the		
				research/corrections have been completed		
12		Probate	Internal	We are working on correcting issues within the report and will resubmit a version 2 once the		
				research/corrections have been completed		
13		Family	Internal	We are working on correcting issues within the report and will resubmit a version 2 once the		
				research/corrections have been completed		
14	Pinellas	Circuit Criminal	Internal	Continue to work through other collection methods and work to expand to reminders such as		
				texting and or email, single payment plans, etc.		
15		County Criminal	Internal	Continue to work through other collection methods and work to expand to reminders such as		
				texting and or email, single payment plans, etc.		
16		Juvenile Delinquency	Internal	Continue to work through other collection methods and work to expand to reminders such as		
				texting and or email, single payment plans, etc.		
	9	16	·			



Table E

Descriptions of Internal Factors for Not Meeting Performance Standards

CFY 2021-22 Quarter 2

CFY 2021-22 Quarter 2

Timeliness 1 - Filing New Cases

	County	Division	Reason Code	Description
1	Broward	County Civil	Staffing - Internal	Use temp employees to offset the impact of staff shortage. Temps will process supplementals.
				Permanent staff will work on new filings.
2		Civil Traffic	Staffing - Internal	Temps employees were brought onboard to assist until permanent employees can be retained.
3		Probate	Staffing - Internal	Budget permitting overtime will be utilized to improve timeliness
4	Citrus	Juvenile Delinquency	Staffing - Internal	Continue cross-training for this court type with a focus on transfer cases.
5	Glades	Circuit Criminal	Staffing - Internal	staffing shortage. Cross training other departments
6		County Criminal	Staffing - Internal	staffing shortage. Cross training other departments
7	Jefferson	Circuit Civil	Staffing - Internal	Our civil traffic cases are up and to process them we had to re-allocate our aggregate workload.
				We plan on requesting one additional FTE during the upcoming budgeting process.
8	Polk	Circuit Civil	Staffing - Internal	Continue training/cross-training and utilizing overtime - Also having branch locations assist with
				filing new cases.
9		County Civil	Staffing - Internal	Continue training/cross-training and utilizing overtime - Also having branch locations assist with
				filing new cases.
10	Putnam	Circuit Criminal		Staff out due to illness. Department going through total reconstruction, staff is being cross-trained.
11		County Criminal		Staff out due to illness. Department going through total reconstruction, staff is being cross-
				trained.
12		Criminal Traffic		Staff out due to illness. Department going through total reconstruction, staff is being cross-
				trained.
13		Circuit Civil		Employee turnover. Department going through total reconstruction, staff is being cross-trained.
14		Juvenile Dependency		Staff out due to illness. Department going through total reconstruction, staff is being cross-
				trained.
15	Wakulla	County Criminal	Staffing - Internal	One employee to open all cases in addition to attending all court dates.
	7	15		·

	CFY 2021-22 Quarter 2						
	Timeliness 2 (Docket Entries) - Internal Reasons Provided						
	County	Division	Reason Code	Description			
1	Broward	Probate	Staffing - Internal	Budget permitting overtime will be utilized to improve timeliness			
2	Escambia	Circuit Civil	Staffing - Internal	Staffing shortage; actively recruiting full and part-time staff			
3	Hernando	Circuit Civil	Staffing - Internal	Training of new personnel			
4	Marion	Circuit Civil	Staffing - Internal	Due to staff turnover in the Civil Division, we trained five new staff members in the last two			
				quarters. To increase production we reassigned a senior staff member to assist in this area.			
5	Monroe	Circuit Criminal	Staffing - Internal	Understaffed and Criminal Court is more often so Clerks do not have the time to meet the standards			
6		County Criminal	Staffing - Internal	Understaffed and Criminal Court is more often so Clerks do not have the time to meet the			
		-		standards			
7		Criminal Traffic	Staffing - Internal	Understaffed and Criminal Court is more often so Clerks do not have the time to meet the			
				standards			
8	Polk	Circuit Civil	Staffing - Internal	Continue training and utilizing overtime.			
9		County Civil	Staffing - Internal	Continue training and utilizing overtime.			
10		Family	Staffing - Internal	A new employee begins 5/1/22 and will be trained to assist in this area during times of backlog.			
11	Putnam	Circuit Criminal	Staffing - Internal	Staff out due to illness. Department going through total reconstruction, staff is being cross-			
				trained.			
12		Criminal Traffic	Staffing - Internal	Staff out due to illness. Department going through total reconstruction, staff is being cross-			
				trained.			
13	Wakulla	County Criminal	Staffing - Internal	One staff member to process all court dockets as well as enter cases and attend court dates.			
14		Criminal Traffic	Staffing - Internal	One staff member to process all court dockets as well as enter cases and attend court dates.			
	8		14				



Table F Descriptions for Not Meeting Performance Standards CFY 2021-22 Quarter 2

	Jury					
County Reason Code Description		Description				
1	Baker	Staffing - Training	Had One Personnel most of Qtr. Started Training New Personnel in Dept.			
2	Bay	Procedural	Clerk marked juror employer paid then called back requesting payment			
3	Flagler	Systems	New system implemented and workflows completed.			
4	Monroe	Systems	We just changed systems we are live on Jury Mark and integrated with workday.			
5	Nassau	Systems	There was a software issue with paying recalled Grand Jurors. The issue is fixed. There			
			will be no problems moving forward.			
	5	5				

