



PIE COMMITTEE MEETING

June 21, 2022

JD Peacock, II
OKALOOSA COUNTY
EXECUTIVE COUNCIL CHAIR

Jeffrey R. Smith, CPA, CGMA
INDIAN RIVER COUNTY
VICE-CHAIR

Tiffany Moore Russell, Esq.
ORANGE COUNTY
SECRETARY/TREASURER



STACY BUTTERFIELD, CPA
POLK COUNTY

JOHN CRAWFORD
NASSAU COUNTY

TODD NEWTON
GILCHRIST COUNTY

LAURA E. ROTH
VOLUSIA COUNTY

HARVEY RUVIN, ESQ.
MIAMI-DADE COUNTY

RON FICARROTTA
13TH JUDICIAL CIRCUIT JUDGE
SUPREME COURT APPOINTEE

NIKKI ALVAREZ-SOWLES, ESQ.
PASCO COUNTY
SENATE APPOINTEE

KEN BURKE, CPA
PINELLAS COUNTY
HOUSE APPOINTEE

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FIRM OF BOYD AND DURANT
GENERAL COUNSEL

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PERFORMANCE IMPROVEMENT AND EFFICIENCIES COMMITTEE MEETING

June 21, 2022

Meeting: 10:00 AM – 12:00 PM, Eastern

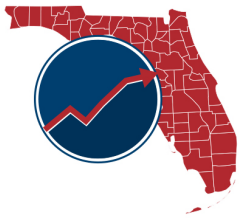
WebEx Link: <https://flclerks.webex.com/flclerks/j.php?MTID=m0e4d6751282066e61bf273d0f837bf46>

Meeting Number: 2302 416 8329; **Password:** CCOC

Conference Call: 1-866-469-3239; **Access Code:** 2302 416 8329

- 1) Call to Order and Approve Agenda.....Hon. Laura Roth
- 2) Approve Minutes from 2/28/22 Meeting.....Marleni Bruner
- 3) CFY 2021-22 Quarter 2 PMAP Report.....Marleni Bruner
- 4) Update on PIE Workgroups.....Marleni Bruner
- 5) Update to Indigency Business RulesJason L. Welty
- 6) Update to New Case Counting Business Rules.....Jason L. Welty
- 7) Case/Subcases Update.....Jason L. Welty
- 8) Other Business.....Hon. Laura Roth

Committee Members: Laura Roth, Chair; Gary J. Cooney, Esq.; Roger D. Eaton; Brenda D. Forman; Tara S. Green; Matt Reynolds; Tiffany Moore Russell, Esq.; Victoria L. Rogers; Clayton O. Rooks, III; Donald Spencer; Carolyn Timmann; and Angela Vick



CCOC

FLORIDA CLERKS OF COURT OPERATIONS CORPORATION

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Minutes of February 28, 2022, PIE Committee Meeting

Committee Action: Review and approve with amendments as necessary.

The PIE Committee of the Clerk of Courts Operation Corporation (CCOC) held a meeting via WebEx on February 28, 2022. 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 a complete record of committee discussions. All motions adopted by the committee are in **bold text**. All action items based on committee direction are in **red** and bold **text**.

Agenda Item 1 – Call to Order and Approve Agenda

The PIE Committee meeting was called to order by Clerk Laura Roth at 10:00 AM. Marleni Bruner, CCOC Performance, Policy, & Education Director, called the roll.

Present for meeting via Web-Ex: Clerk Laura Roth, Clerk Gary J. Cooney, Clerk Brenda Forman, Clerk Matt Reynolds, Clerk Victoria L. Rogers, Clerk Clayton O. Rooks III, and Clerk Donald Spencer

Joined after roll call: Clerk Roger D. Eaton, Clerk Carolyn Timmann, and Clerk Angela Vick

Absent from the meeting: Clerk Tara S. Green, Clerk Tiffany Moore Russell,

A motion to adopt the agenda was made by Clerk Cooney and seconded by Clerk Rooks. With no dissent, the agenda was approved.

Agenda Item 2 – Approve Minutes from 12/03/21 Meeting

Clerk Roth acknowledged that the minutes were provided in the packet on page 3 and asked if there were any amendments to the minutes as presented. There were none.

A motion was made to approve the 12/3/21 meeting minutes by Clerk Cooney and seconded by Clerk Forman. With no dissent, the agenda was approved.

Agenda Item 3 – Update on PIE Workgroups

A PIE Committee Workgroup introductory meeting was held on January 27, 2022, via WebEx. Ms. Bruner reviewed the members of the workgroups (Agenda Item 3, Attachment 1 in the meeting packet). Tanya Green from Saint Lucie was added to the Case Weights and Framework Workgroup and that information was not included in the packet. She also requested Clerk Cooney to provide information on any members of the Case Weights and Framework Workgroup that previously serves as the CCOC does not want to leave anyone out, but wanted to give an opportunity to add new members.

She outlined that the Collection and Timeliness Workgroup is in the beginning stages of organizing a meeting and will be meeting soon. Meeting information will be made public and posted to the CCOC website. Ms. Bruner stated that Jason Welty, CCOC Deputy Executive Director, has sent out an email to his workgroup where they are having philosophical discussions via email but when they meet via WebEx the information will be publicly posted.

Clerk Roth thanked everyone who has joined the workgroups and noted that their efforts could potentially impact clerks in a big and needed way. She also stated that if anyone missed out on joining, they could be added.

Agenda Item 4 – 4) CFY 2021-22 Quarter 1 PMAP Report

Ms. Bruner provided a report on the CFY 2021-22 Quarter 1 Performance Measures and Action Plans (PMAP) Report, which has been completed and published on the CCOC website: <https://flccoc.org/ccoc-reports/#pr>.

Ms. Bruner noted that there were a several counties who were late with their submissions which caused issues for CCOC staff. The CCOC is statutorily required to submit the report within 45 days of the end of the quarter; however, CCOC reports are due on the 20th which cuts their time in half to complete the report. Also, there were some errors on the submissions which also delayed completing the report. She also noted that the PIE Committee previously approved the CCOC to submit the report and note any missing counties, the CCOC would prefer to have everyone's information up front.

Clerk Roth pointed out that there were 55 clerk offices that required an action plan related to collections, 14 clerk offices required an action plan for not filing cases timely, and 8 clerk offices required an action plan for not docketing cases timely.

Ms. Bruner also pointed out that this report takes into account the updated performance measure standards and the trends did not shift significantly. She did a comparison and the changes from last year to this year at this time were in line.

Agenda Item 5 – Cases/Subcases Update

Mr. Welty presented the Cases/Subcases update from the Senate Office Building as this is a busy time during the legislative process and thanked our legislative partners who are on the call. Mr. Welty reported that this is a new feature of the PIE Committee meetings. The report can be found on page 12 of the meeting packet. He noted that Civil Traffic continues to lag from historical levels; however, it is the second biggest driver of CCOC revenues. County Civil is strong but slowing. This is one of the areas with the biggest drop off in cases and revenues. Circuit Civil cases have also continued to decline. Criminal case types are steady but slightly increased. Going forward, he would like to do more trends for the committee to review.

Clerk Roth noted that locally they felt their change was due to the jurisdictional change because circuit civil went drastically down while county civil went drastically up. She felt it was interesting that it might not be the case statewide. Mr. Welty also stated that some of the issues have to do with foreclosures statewide and the lack of the bounce back from the moratorium on foreclosures. Clerk Roth pointed out that there are very few paying case types left at all and the fee-paying case types are down and the non-paying case types are up significantly.

Clerk Kinzel would like to see this case information by county for her own statistical analysis. **Mr. Welty emailed the information to Clerk Kinzel following the meeting.**

Agenda Item 6 – Uniform Payment Plan – Updates

Mr. Welty explained the edits to the Uniform Payment Plan on page 17 of the meeting packet. Several counties contacted CCOC to ask about customizing the form. The form should be customized for the various policies in your office. For example, suppose your office charges the \$25 partial payment setup fee instead of the \$5 per month service charge. In that case, you should modify the form to remove the references to the \$5 fee. Additionally, if a county does not currently have text, email, or voice reminders, the form can be modified to include a disclaimer, “If these services become available,” in the section about text notifications.

To make it clear that clerks may modify the Uniform Payment Plan, CCOC staff recommends adding the following statement to the form:

The Uniform Payment Plan may be customized by clerks to address local practices, such as the one-time Partial Payment Setup Fee vs. monthly payment plan fee, and other issues as long as the resulting Uniform Payment Plan, as customized, remains substantially similar to this form.

Additionally, in Section 6 – Failure to Comply, the form uses “willfully” relating to the failure to comply with the payment plan terms. Relating to failure to comply, current law does not use the term willfully and should be removed from the form. Clerk Roth stated that she agreed the forms used locally just needed to be substantially the same

as what is approved by the CCOC as the form had a lot of options for what was available locally.

Clerk Maloy stated that he is not intimately familiar with the form but that his staff requested that they be able to put the case number on the first page of the form and wanted to know if they could do that or if they needed approval. He was told that he would be able to make that change locally as it kept the remainder of the form substantially the same.

A motion was made by Clerk Cooney to adopt the changes to the Uniform Payment Plan and the motion was seconded by Clerk Forman. With no nay votes, the motion passed.

Agenda Item 7 – Other Business

Griffin Kolchakian, CCOC Budget and Communications Director was called upon to present on the request of the PIE Committee to review a draft concept of the Compliance Checklist Survey from the Budget Committee Compliance Workgroup. Clerk Maloy is the chair of the workgroup for the Budget Committee and led the explanation. He stated that the workgroup was created to see if compliance efforts should be a component of the budget development process. Clerk Maloy stated that the summary of direction would be forwarded to the PIE Committee. Some of the discussion of the workgroup included should the minimums be enhanced, should technology be included. He stated there was conversation that there should be some assurances that everyone was doing the minimum mandatory elements of compliance efforts to reduce any infighting over budgets. The workgroup also discussed added a weighted measurement to the compliance checklist. Further suggestions included contacting Don Murphy with CIS (a contract service provided by CCOC) for assistance or creating a collective for smaller counties to have access to compliance assistance.

Clerk Roth thought it was a great explanation and asked Mr. Kolchakian what they wanted from the PIE Committee today. Mr. Kolchakian responded that the PIE Committee provide input, if there was anything they had problems with or if there was anything missing that could be added. This survey is intended to be sent out to each county on behalf of the Budget Committee statewide one time and it will give a clear picture of the status of everyone's compliance efforts.

Clerk Forman asked for information on what more the workgroup plans to condense, and changes were made. Mr. Kolchakian responded that the workgroup was at the beginning and took a previously used checklist as their starting point. Clerk Roth asked if this was the exact Compliance Best Practice from FCCC and Mr. Kolchakian responded that it was not exactly the same, but it was very similar. It is a checklist that Don Murphy and his team use when they go into a county and review their compliance efforts. John Dew, CCOC Executive Director, pointed out that this is from the Budget Committee and the last time it was sent out only 29 clerks responded. The Budget Committee is in the early stage of developing the upcoming budget and

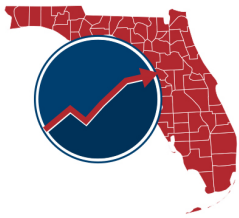
implementation of the Best Practice Checklist in the budget process would not be used in the CFY 2022-23 budget cycle.

Clerk Kinzel responded that felt there should be equity in this process because some clerks received funding to enhance their compliance efforts while others did not. She stated that some counties are not holding jury trials while her circuit has done them throughout the pandemic. She also felt it would be difficult to set a parameter for dollars. Clerk Roth noted that there were a lot of factors involved and a lot of things being considered with several workgroups. Clerk Kinzel responded that she would like to be a part of the workgroups and would like notice on meetings. Clerk Roth also stated that may be convergence of the Budget and PIE Committees and their workgroups.

Mr. Dew also stated that it is early, and we are also waiting on legislative session to end. Mr. Kolchakian stated that the process was at the beginning stages and that a recommendation, if any, would be brought before the Budget Committee as a whole before any final decisions were made. Mr. Dew added that any action by the Budget Committee would be taken before the Executive Council for final approval. Clerk Maloy asked the PIE Committee to send any ideas they may have.

Mr. Welty pointed out that there was a workgroup email issue and that CCOC staff would correct the item. There was no further comment or other business to address.

Clerk Roth adjourned the meeting at 11:50 PM.



AGENDA ITEM 3

DATE: June 21, 2022
SUBJECT: CFY 2021-22 Quarter 2 PMAP Report
COMMITTEE ACTION: Information Only

OVERVIEW:

CCOC completed the CFY 2021-22 Quarter 2 Performance Measures and Action Plans (PMAP) report, posted it to the CCOC website (<https://flccoc.org/ccoc-reports/#pr>), and submitted it to the legislature by the required statutory deadline.

Report Highlights

- Forty-five clerk offices 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.
- Five counties 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 divisions in Collections at the time of the report.

Performance Measure Spotlight

With the completion of the Quarter 2 PMAP report, CCOC is also providing a six-year history of each county's Collection Performance for the first two quarters of the fiscal year.

This chart combines the assessment of Circuit Criminal, County Criminal, Criminal Traffic, Juvenile Delinquency, and Civil Traffic court divisions.

From October 1, 2021, to March 31, 2022, there was \$312.3 million assessed in criminal and civil traffic court divisions. Through the first two-quarters of CFY 2021-22, clerks collected 57 percent of those assessments. Removing drug-trafficking cases brings the collection rate to 64 percent. This collection rate is a significant improvement over the first two-quarters of CFY 2019-20 and CFY 2020-21. In addition, it is the highest collection rate in the six years.

As civil cases continue a downward trend statewide, clerks can offset the revenue declines with increased collections on the criminal and civil traffic fines owed. This report spotlights the importance of continued reliance on compliance efforts.

COMMITTEE ACTION: Information Only

LEAD STAFF: Jason Welty, CCOC Deputy Executive Director
Marleni Bruner, CCOC Performance, Policy, and Education Director

ATTACHMENTS:

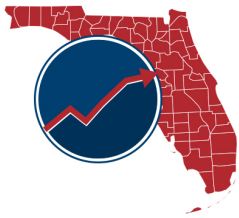
- 1) Collections Performance - Criminal and Civil Traffic Divisions – First Two-Quarters of each CFY

Collections Performance - Criminal and Civil Traffic Divisions						
First Two Quarters of each CFY						
County	CFY 2016-17	CFY 2017-18	CFY 2018-19	CFY 2019-20	CFY 2020-21	CFY 2021-22
Alachua	74%	64%	58%	65%	67%	64%
Baker	57%	42%	45%	49%	43%	44%
Bay	46%	51%	42%	36%	31%	37%
Bradford	78%	51%	68%	75%	74%	57%
Brevard	59%	50%	56%	50%	51%	54%
Broward	60%	58%	63%	62%	56%	71%
Calhoun	42%	35%	37%	32%	19%	27%
Charlotte	28%	56%	48%	51%	53%	52%
Citrus	39%	45%	41%	36%	35%	39%
Clay	65%	75%	60%	60%	74%	74%
Collier	74%	74%	64%	50%	58%	75%
Columbia	60%	46%	38%	37%	52%	64%
Desoto	34%	36%	43%	51%	44%	58%
Dixie	37%	29%	38%	37%	56%	32%
Duval	52%	52%	56%	57%	50%	59%
Escambia	39%	49%	41%	19%	28%	42%
Flagler	50%	58%	62%	69%	57%	72%
Franklin	56%	44%	44%	42%	40%	51%
Gadsden	65%	58%	61%	53%	54%	71%
Gilchrist	69%	41%	35%	63%	74%	46%
Glades	83%	79%	74%	87%	85%	67%
Gulf	46%	46%	42%	38%	38%	46%
Hamilton	54%	65%	62%	59%	52%	72%
Hardee	65%	58%	62%	45%	26%	54%
Hendry	73%	65%	55%	59%	68%	72%
Hernando	54%	52%	42%	32%	36%	51%
Highlands	49%	36%	27%	31%	39%	47%
Hillsborough	46%	53%	49%	38%	51%	46%
Holmes	39%	35%	33%	34%	34%	38%
Indian River	65%	52%	61%	57%	59%	63%
Jackson	58%	62%	53%	55%	57%	65%
Jefferson	86%	82%	80%	79%	81%	81%
Lafayette	38%	50%	52%	30%	47%	41%
Lake	49%	48%	48%	47%	45%	48%



Collections Performance - Criminal and Civil Traffic Divisions						
First Two Quarters of each CFY						
County	CFY 2016-17	CFY 2017-18	CFY 2018-19	CFY 2019-20	CFY 2020-21	CFY 2021-22
Lee	64%	66%	64%	61%	64%	59%
Leon	53%	49%	50%	44%	41%	53%
Levy	51%	66%	53%	59%	60%	73%
Liberty	42%	60%	75%	63%	45%	74%
Madison	66%	66%	62%	67%	67%	50%
Manatee	60%	48%	55%	56%	58%	67%
Marion	48%	50%	50%	36%	38%	46%
Martin	61%	71%	62%	62%	61%	68%
Miami-Dade	62%	64%	66%	66%	58%	53%
Monroe	71%	72%	64%	70%	70%	76%
Nassau	72%	67%	65%	67%	57%	56%
Okaloosa	38%	40%	44%	44%	52%	59%
Okeechobee	45%	44%	52%	44%	47%	37%
Orange	61%	63%	59%	62%	60%	57%
Osceola	40%	53%	40%	44%	59%	66%
Palm Beach	30%	63%	59%	59%	66%	70%
Pasco	54%	55%	47%	38%	44%	51%
Pinellas	52%	55%	47%	49%	53%	52%
Polk	48%	45%	44%	43%	41%	51%
Putnam	35%	29%	35%	25%	28%	32%
Saint Johns	55%	56%	54%	62%	62%	66%
Saint Lucie	63%	59%	59%	59%	69%	67%
Santa Rosa	60%	54%	58%	55%	52%	49%
Sarasota	74%	61%	57%	57%	58%	66%
Seminole	54%	60%	59%	65%	53%	62%
Sumter	66%	67%	56%	55%	53%	58%
Suwannee	27%	50%	37%	41%	59%	51%
Taylor	41%	47%	44%	51%	49%	53%
Union	53%	56%	34%	35%	35%	52%
Volusia	51%	48%	53%	48%	50%	53%
Wakulla	59%	55%	57%	46%	55%	50%
Walton	53%	55%	58%	51%	59%	51%
Washington	44%	41%	35%	30%	26%	48%
Grand Total	52%	56%	55%	52%	53%	57%





AGENDA ITEM 4

DATE: June 21, 2022
SUBJECT: Update on PIE Workgroups
COMMITTEE ACTION: Approve Workgroup Recommendation

OVERVIEW:

Since the PIE Committee's last met on February 28, 2022, the **Review Collection and Timeliness Workgroup** met to discuss the following:

1. The Collection and Timeliness Workgroup met on April 5 to discuss changes to the performance measures relating to Circuit Criminal and Civil Traffic. The workgroup requested more data regarding Circuit Criminal and tabled any decisions. The workgroup reviewed a three-year history of collections data for Civil Traffic. At the current measure, 51% of counties are unable to meet the standard. Some counties expressed concern that they would never be able to reach the current standard. Reducing the measure to 85% would result in 21% of counties unable to meet the standard. The workgroup felt this would result in a manageable amount of counties to receive additional assistance from CCOC to meet the performance measure in the future and gave a better picture of the ability to collect in Civil Traffic. The workgroup recommends reducing Civil Traffic from 90% to 85%.
2. The Collection and Timeliness Workgroup met again on May 3 to discuss the Circuit Criminal performance measure and the timeliness standards. The workgroup requested more data regarding the Circuit Criminal performance measure. Some counties did not complete their Collections reports correctly regarding Drug Trafficking, which needs to be corrected. The workgroup members and other counties agreed to a pilot to track how many days it takes to file and docket cases for the timeliness standards. The workgroup will collect data for several months and then meet again to review the data before making any further recommendations to the PIE Committee.

The **Performance Measures Workgroup** is currently discussing the expectations of the clerk's various customers. The clerk's customer base is diverse and has numerous wishes regarding the performance of the clerk. The workgroup is also reviewing the current measures to ensure they adequately measure the proper metrics. Finally, the workgroup is considering new measurements to help explain the depth and breadth of the services clerks provide. Currently, some of the new measures include:

1. The percentage of cases that get on a payment plan and remain current on their plan

AGENDA ITEM 3 – UPDATE ON PIE WORKGROUPS

2. The timeliness of records available to the public
3. A measure of accuracy in the data

The workgroup is still in the discussion phase and has not taken action on anything at this point. This discussion will continue for several more meetings and will bring recommendations to the PIE Committee at a later date.

COMMITTEE ACTION: The workgroup requests a motion to reduce the Civil Traffic standard from 90% to 85%.

LEAD STAFF: Marleni Bruner, CCOC Performance, Policy, and Education Director
Jason L. Welty, CCOC Deputy Executive Director

ATTACHMENTS:

1. Collections 3-year Civil Traffic Data

Agenda Item 4 - Attachment 1

CURRENT: Civil Traffic Collections Standard 90%

County	2017-2018 Collections				
	Quarter 1-1718	Quarter 2-1718	Quarter 3-1718	Quarter 4-1718	Average
Taylor	90.83%	90.35%	0.00%	0.00%	45.29%
Putnam	65.23%	60.04%	51.11%	44.23%	55.15%
Dixie	44.85%	72.91%	73.49%	69.64%	65.22%
Seminole	75.38%	74.94%	69.05%	62.14%	70.38%
Gadsden	77.83%	67.58%	75.17%	82.24%	75.71%
Miami-Dade	73.94%	76.58%	75.19%	78.48%	76.05%
Orange	78.47%	80.86%	76.65%	74.36%	77.58%
Okaloosa	79.12%	80.94%	79.04%	80.15%	79.81%
Lee	81.24%	83.17%	78.70%	79.10%	80.55%
Madison	85.09%	78.23%	80.12%	83.34%	81.70%
Baker	86.97%	85.26%	82.85%	82.30%	84.35%
Escambia	84.76%	85.06%	83.94%	84.31%	84.52%
Duval	82.81%	85.47%	84.99%	84.89%	84.54%
Santa Rosa	85.15%	85.82%	84.75%	84.30%	85.00%
Pasco	88.38%	85.64%	83.17%	84.06%	85.31%
Hillsborough	86.46%	86.50%	85.80%	84.31%	85.77%
Hamilton	86.87%	86.46%	86.30%	86.33%	86.49%
Sarasota	86.15%	87.75%	86.95%	86.74%	86.90%
Osceola	87.62%	87.27%	87.17%	85.67%	86.93%
Holmes	85.55%	89.85%	86.04%	87.71%	87.29%
Wakulla	93.71%	82.56%	85.15%	88.25%	87.42%
Broward	89.18%	89.56%	85.27%	86.02%	87.51%
Monroe	88.14%	88.42%	88.19%	86.03%	87.69%
Polk	86.73%	88.31%	87.62%	88.20%	87.71%
Bay	90.28%	88.58%	85.26%	86.83%	87.74%
Manatee	87.66%	88.07%	88.22%	88.04%	88.00%
Okeechobee	87.75%	92.03%	83.87%	88.48%	88.03%
Union	79.94%	89.89%	87.89%	94.93%	88.16%
Gulf	89.17%	88.24%	87.32%	88.99%	88.43%
Washington	90.33%	90.28%	87.94%	86.52%	88.77%
Gilchrist	82.42%	93.88%	90.00%	90.51%	89.20%
Hendry		91.90%	88.65%	87.36%	89.30%
Nassau	89.38%	90.47%	89.00%	88.68%	89.38%
Columbia	90.58%	91.30%	88.73%	87.97%	89.65%
Suwannee	90.36%	86.31%	91.60%	90.56%	89.71%
Franklin	87.45%	92.07%	91.76%	87.71%	89.75%
Brevard	90.73%	90.41%	89.44%	89.28%	89.97%
Leon	91.11%	90.97%	89.14%	89.87%	90.27%
Calhoun	91.59%	89.49%	92.23%	88.62%	90.48%
Jackson	91.84%	91.12%	89.82%	89.82%	90.65%
Clay	91.75%	91.03%	90.17%	89.84%	90.70%
Marion	90.93%	90.98%	90.15%	90.84%	90.73%
Hernando	91.04%	92.98%	89.09%	90.48%	90.90%
Charlotte	93.03%	94.16%	88.68%	87.86%	90.93%
Pinellas	90.55%	90.98%	90.88%	91.36%	90.94%
Liberty	85.06%	93.29%	93.28%	92.24%	90.97%
Highlands	90.46%	91.69%	91.15%	90.86%	91.04%
Palm Beach	90.86%	91.20%	90.91%	91.40%	91.09%
Levy	90.88%	91.25%	90.79%	92.00%	91.23%
Jefferson	88.48%	94.74%	90.91%	91.31%	91.36%
Lake	89.68%	92.25%	91.64%	92.50%	91.52%
DeSoto	91.41%	92.16%	91.20%	91.38%	91.54%
Saint Lucie	91.36%	92.87%	91.54%	90.40%	91.54%
Citrus	91.63%	92.67%	91.28%	91.46%	91.76%
Bradford	91.60%	92.73%	91.70%	92.40%	92.11%
Walton	89.40%	93.59%	92.89%	92.82%	92.18%
Sumter	93.20%	93.15%	92.33%	90.78%	92.37%
Alachua	89.98%	91.41%	91.41%	96.90%	92.43%
Volusia	92.41%	94.00%	91.96%	91.57%	92.48%
Glades	92.29%	91.03%	93.70%	92.93%	92.49%
Indian River	93.59%	93.14%	90.61%	92.74%	92.52%
Collier	91.78%	93.17%	92.02%	93.58%	92.64%
Saint Johns	91.14%	93.33%	93.46%	93.06%	92.75%
Hardee	94.64%	92.90%	93.76%	94.07%	93.85%
Flagler	95.25%	94.05%	92.49%	93.72%	93.88%
Martin	93.71%	94.82%	94.39%	93.74%	94.16%
Lafayette	93.09%	97.28%	95.71%	95.73%	95.45%
34	29	38	39	37	

Proposed 85% = 13 Counties

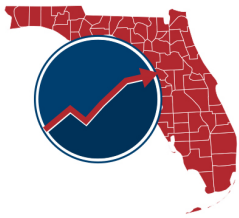
Current 90% = 37 Counties

County	2018-2019 Collections				
	Quarter 1-1819	Quarter 2-1819	Quarter 3-1819	Quarter 4-1819	Average
Levy	70.96%	70.75%	73.06%	71.26%	71.51%
Putnam	54.60%	85.28%	82.65%	78.67%	75.30%
Miami-Dade	77.85%	74.64%	77.42%	74.52%	76.11%
Lee	73.21%	77.95%	76.84%	79.92%	76.98%
Dixie	65.67%	83.09%	78.62%	82.65%	77.51%
Orange	79.08%	75.97%	78.15%	78.52%	77.93%
Hamilton	75.18%	84.61%	77.76%	82.29%	79.96%
Calhoun	84.38%	76.56%	79.35%	79.85%	80.03%
Okaloosa	79.28%	80.65%	79.59%	80.63%	80.04%
Baker	84.61%	73.12%	84.65%	83.43%	81.45%
Hillsborough	83.91%	83.81%	83.60%	81.03%	83.09%
Santa Rosa	84.96%	85.34%	80.27%	83.13%	83.43%
Escambia	83.13%	84.96%	83.40%	83.22%	83.68%
Franklin	88.83%	83.79%	84.21%	81.65%	84.62%
Pasco	83.65%	84.93%	85.12%	85.58%	84.82%
Madison	87.12%	85.76%	81.50%	85.39%	84.94%
Osceola	84.33%	85.23%	85.53%	85.29%	85.10%
Gadsden	86.20%	83.55%	87.06%	84.19%	85.25%
Gulf	89.31%	73.88%	88.82%	88.99%	85.25%
Taylor	88.37%	85.22%	84.83%	86.66%	86.27%
Duval	84.66%	85.56%	87.21%	88.33%	86.44%
Bay	87.86%	87.42%	85.89%	88.32%	87.37%
Holmes	87.95%	88.95%	86.23%	87.36%	87.62%
Sarasota	86.40%	87.28%	87.34%	90.61%	87.91%
Columbia	87.42%	90.06%	87.49%	88.26%	88.31%
Polk	88.67%	88.56%	88.26%	87.91%	88.35%
Washington	89.58%	89.10%	88.21%	86.84%	88.43%
Nassau	88.34%	90.12%	88.56%	87.36%	88.60%
Manatee	89.41%	89.04%	88.23%	87.85%	88.63%
Broward	88.60%	89.23%	89.10%	88.15%	88.62%
Brevard	89.10%	89.92%	88.94%	88.14%	89.02%
Monroe	89.54%	89.49%	88.50%	88.87%	89.10%
Okeechobee	88.42%	91.11%	90.11%	88.72%	89.59%
Charlotte	88.96%	90.25%	90.18%	89.42%	89.70%
Highlands	88.63%	91.41%	90.89%	88.22%	89.79%
Hendry	88.31%	90.70%	90.85%	89.39%	89.81%
Clay	89.56%	90.62%	89.98%	89.25%	89.86%
Union	90.04%	88.50%	90.65%	90.49%	89.92%
Leon	89.80%	90.75%	89.92%	89.56%	90.01%
Jackson	89.68%	91.17%	91.56%	89.94%	90.59%
Gilchrist	87.74%	91.78%	89.61%	94.05%	90.79%
Palm Beach	91.19%	91.65%	90.54%	90.01%	90.85%
Suwannee	92.11%	91.64%	90.19%	90.31%	91.06%
Pinellas	91.55%	91.72%	91.11%	90.80%	91.29%
Lafayette	92.99%	94.87%	87.74%	89.67%	91.32%
DeSoto	93.73%	91.18%	89.62%	91.46%	91.50%
Hernando	91.86%	91.78%	91.09%	91.57%	91.57%
Marion	91.22%	92.17%	91.55%	91.64%	91.65%
Walton	93.75%	89.68%	92.74%	90.70%	91.72%
Jefferson	93.05%	92.19%	90.49%	91.70%	91.86%
Wakulla	93.91%	92.70%	91.64%	89.65%	91.97%
Glades	93.47%	92.71%	90.10%	92.41%	92.17%
Hardee	90.19%	94.07%	92.28%	92.99%	92.38%
Saint Lucie	91.48%	92.64%	92.65%	93.30%	92.52%
Citrus	92.22%	92.85%	93.18%	92.22%	92.62%
Volusia	92.50%	93.33%	92.05%	92.68%	92.64%
Sumter	92.70%	93.56%	92.79%	91.74%	92.70%
Indian River	92.49%	93.49%	92.41%	92.81%	92.80%
Bradford	93.38%	92.86%	92.92%	92.16%	92.83%
Martin	91.61%	93.90%	93.84%	92.85%	93.05%
Flagler	93.15%	95.02%	92.04%	92.06%	93.07%
Lake	93.21%	93.85%	92.63%	92.87%	93.14%
Collier	92.87%	93.73%	93.05%	93.41%	93.26%
Seminole	93.17%	94.37%	92.28%	93.92%	93.43%
Saint Johns	92.90%	94.71%	94.68%	94.31%	94.15%
Liberty	94.62%	99.56%	93.74%	93.46%	95.35%
Alachua	97.07%	97.57%	94.19%	96.33%	96.29%
40	32	37	40	38	

Proposed 85% = 16 Counties

Current 90% = 38 Counties

	2019-2020				
	Collections				
County	Quarter 1-1920	Quarter 2-1920	Quarter 3-1920	Quarter 4-1920	Average
Miami-Dade	79.28%	71.11%	79.49%	61.09%	72.74%
Levy	70.59%	72.80%	75.46%	70.84%	72.42%
Orange	73.86%	77.39%	69.18%	75.46%	73.97%
Hillsborough	82.47%	83.33%	81.62%	79.11%	81.63%
Lee	89.24%	77.38%	88.80%	79.97%	83.85%
Columbia	87.76%	88.83%	87.65%	80.21%	86.11%
Dixie	81.80%	84.84%	85.79%	80.47%	83.23%
Madison	83.18%	84.89%	82.74%	80.85%	82.92%
Hamilton	86.86%	83.80%	79.61%	81.56%	82.96%
Gadsden	83.11%	84.94%	85.86%	82.81%	84.18%
Santa Rosa	86.02%	84.89%	83.08%	83.83%	84.45%
Putnam	80.71%	80.10%	82.19%	83.94%	81.73%
Gulf	91.25%	88.44%	88.51%	83.97%	88.04%
Okaloosa	66.11%	85.15%	84.42%	84.44%	80.03%
Holmes	83.42%	86.22%	88.71%	85.12%	85.87%
Pasco	84.89%	87.25%	87.14%	85.15%	86.11%
Osceola	85.65%	86.30%	84.91%	85.16%	85.50%
Bay	84.14%	83.50%	83.42%	85.85%	84.23%
Escambia	80.51%	83.99%	85.38%	86.16%	84.01%
Liberty	90.25%	91.38%	90.51%	86.25%	89.60%
Baker	80.26%	86.38%	86.19%	86.44%	84.82%
Broward	88.05%	88.24%	85.87%	86.95%	87.28%
Washington	83.42%	88.84%	88.12%	87.38%	86.94%
Duval	88.40%	88.85%	87.82%	87.40%	88.12%
Polk	88.13%	88.99%	88.14%	87.86%	88.28%
Sarasota	88.95%	89.12%	86.84%	88.70%	88.40%
Manatee	89.47%	89.66%	88.84%	88.99%	89.24%
Brevard	88.69%	90.25%	89.54%	89.24%	89.43%
Calhoun	80.11%	74.17%	79.27%	89.26%	80.70%
Pinellas	90.65%	92.14%	90.77%	89.57%	90.78%
Taylor	86.12%	84.15%	87.89%	89.79%	86.99%
Clay	90.34%	90.52%	88.34%	89.79%	89.75%
Nassau	88.97%	89.33%	88.45%	89.85%	89.15%
Leon	70.76%	90.13%	88.89%	89.95%	84.93%
Suwannee	90.28%	90.31%	85.71%	90.11%	89.10%
Charlotte	89.55%	92.28%	91.78%	90.36%	90.99%
Seminole	94.72%	94.21%	93.08%	90.44%	93.11%
Sumter	92.43%	91.46%	90.11%	90.54%	91.14%
Saint Johns	94.04%	92.92%	91.86%	90.72%	92.38%
Glades	93.36%	93.07%	88.21%	90.74%	91.35%
Palm Beach	90.20%	90.88%	90.79%	90.79%	90.66%
Okeechobee	91.80%	88.16%	88.86%	91.05%	89.97%
Gilchrist	92.72%	91.75%	92.22%	91.29%	92.00%
Franklin	87.64%	87.22%	89.86%	91.37%	89.02%
Bradford	92.19%	93.52%	91.55%	91.43%	92.17%
Hendry	92.77%	90.72%	90.80%	91.43%	91.43%
Marion	91.88%	93.15%	90.72%	91.44%	91.80%
Hernando	92.25%	92.53%	91.96%	91.44%	92.04%
Jackson	88.97%	88.20%	88.79%	91.51%	89.37%
DeSoto	91.58%	89.59%	91.55%	91.73%	91.11%
Monroe	91.14%	92.05%	91.34%	91.76%	91.57%
Jefferson	91.03%	92.46%	92.18%	91.76%	91.86%
Flagler	91.52%	92.93%	92.50%	91.98%	92.23%
Volusia	92.58%	93.78%	92.92%	92.15%	92.86%
Union	85.60%	91.82%	93.04%	92.35%	90.70%
Walton	90.48%	92.94%	92.41%	92.41%	92.06%
Martin	93.58%	93.15%	93.55%	92.85%	93.28%
Citrus	92.51%	93.16%	93.04%	93.14%	92.96%
Indian River	92.89%	93.23%	90.93%	93.15%	92.55%
Saint Lucie	92.65%	93.26%	93.60%	93.33%	93.21%
Wakulla	90.10%	94.09%	90.05%	93.48%	91.93%
Lake	92.73%	93.47%	93.77%	94.04%	93.50%
Collier	93.44%	94.27%	93.97%	94.08%	93.94%
Highlands	92.75%	92.82%	92.53%	94.13%	93.06%
Hardee	92.14%	92.75%	92.54%	94.81%	93.06%
Lafayette	93.70%	98.89%	92.21%	95.52%	95.08%
Alachua	96.84%	98.07%	96.57%	98.01%	97.37%
	34	33	37	34	37



CCOC

FLORIDA CLERKS OF COURT
OPERATIONS CORPORATION

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GENERAL COUNSEL

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AGENDA ITEM 5

DATE: June 21, 2022
SUBJECT: Update to Indigency Business Rules
COMMITTEE ACTION: Approve changes to Indigency Business Rules

OVERVIEW

The PIE Committee updated the Indigency Business Rules on June 13, 2018. Since that time, CCOC began collecting juvenile dependency applications and approvals. CCOC began collecting this information to identify the number of dependency cases applying for representation from the Offices of Criminal Conflict and Civil Regional Counsel.

CCOC staff recommends updating the business rules to incorporate the reference to collecting the juvenile dependency data, which clerks began submitting at the start of CFY 2019-20. Additionally, the suggested amendments to the business rules incorporate non-substantive formatting and grammatical changes.

COMMITTEE ACTION: Approve changes to Indigency Business Rules

LEAD STAFF: Jason L. Welty, CCOC Deputy Executive Director

ATTACHMENTS:

- 1) Business Rules - Indigency - Updated for 6-21-22 PIE Committee



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COUNTING APPLICATIONS FOR INDIGENCY BUSINESS RULES

Amended by the PIE Committee – June 21, 2022

Approved by the Executive Council – TBD

PURPOSE:

Pursuant to section 57.081, Florida Statutes, “[a] party who has obtained a certification of indigence pursuant to s. 27.52 or s. 57.082 with respect to a proceeding is not required to prepay costs to a court, clerk, or sheriff and is not required to pay filing fees or charges for issuance of a summons.”

The following definitions and instructions intend to assist clerks in capturing and reporting: (1) the number of indigent applications filed in a specified time; and (2) the number of applications approved.

DEFINITIONS:

Civil Actions – Include circuit civil, county civil, and family/domestic relations, juvenile dependency, and probate cases in which fees are eligible to be assessed.

Applications – Only report the number of applications and approvals for indigent findings which otherwise waive a defined filing fee or service charge.

INSTRUCTIONS:

Include all applications made in a specific month and all approvals of applications for indigency made by either the clerk or the court in a specific month. This measurement does not capture the number of payment plans or dollars enrolled in a payment plan for civil actions. Additionally, this measurement does not include any deferred court costs/charges by indigent prisoners under section 57.085, Florida Statutes.

NOTES: The number of applications filed may not correlate to the number of applications approved. Clerks should count applications approved by either the clerk or the court in their total number of approved applications. Applications shall be noted in the month in which they

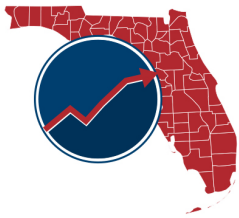
are received. Approvals of applications are to be noted in the month the approval is given. Approvals may not necessarily occur in the same month as an application.

NUMBER OF APPLICATIONS FILED:

1. Count the number of eligible applications for indigency filed by month.
2. Multiple applications arising in the same case should be counted separately.

NUMBER OF APPLICATIONS APPROVED:

1. Count the number of eligible applications approved by the clerk or the court by month.
2. Multiple approvals for the same case should be counted separately.



AGENDA ITEM 6

DATE: June 21, 2022

SUBJECT: Update to New Case Counting Business Rules

COMMITTEE ACTION: Approve changes to New Case Counting Business Rules, approve case weight for new subcase, approve CFY 2022-23 Outputs form

OVERVIEW:

The members of the New Case Counting Business Rules Workgroup who worked on these revisions include Denise Bell (Lake), David Isaacson (Volusia), Kathy Davis (Citrus), Kim Riggs (Union), Lori Tolkstdorf (Manatee), Robert Rocamora (Hillsborough), and Kim Stenger (Polk). Ms. Bell from Lake County was the lead on this project.

The following highlights the changes made:

General

- For consistency among the court types, the Do NOT Include sections have been moved from General Reporting Rules to Counting Cases.

Circuit Criminal

- The option to report Capital Murder, Non-Capital Murder, and Sexual Offenses subcase categories separately from All Other Felonies has been eliminated. Accordingly, the All Other Felonies subcase type has been renamed Felony Cases.
- The rules for Appeal (AP) cases have been updated to incorporate the change in the jurisdiction of appeals of county court decisions to district rather than circuit courts, pursuant to ch. 2020-61, Laws of Fla.

County Criminal

- Clarifies that cases transferred to County Criminal from Circuit Criminal, based on downgraded charges, are not to be included if the case was sentenced in Circuit Court and is only being transferred to County Court for supervision.

Circuit and County Criminal

- Clarification added that arrests on Civil or Family pick up orders should not be counted as a new criminal case.

Circuit Civil

- The rules for Appeal (AP) cases have been updated to incorporate the change in the jurisdiction of appeals of county court decisions to district rather than circuit courts, pursuant to ch. 2020-61, Laws of Fla.
- The Out of State Commission for Foreign Subpoenas subcase type has been removed from reporting.

County Civil

- The subcase types have been updated to reflect the current jurisdictional ranges, including the addition of a new subcase type to capture the increase to \$50,000 effective January 1, 2023.
- The Registry Deposits Without an Underlying Case subcase type has been removed from reporting.

Family Law

- The definition of the UIFSA IV-D/UIFSA NON-IV-D subcase type was clarified to make clear that those cases which only count as Reopens for SRS are not to be reported in this section.
- The descriptions for the Non-SRS subcase types, found in section 2.b., were expanded for clarity. Item 2.b.v. was removed. The Appendix was updated accordingly.

The revisions will be effective October 1, 2022. **The revised New Case Counting Business Rules are presented for approval.** The adopted changes will be sent to the Executive Council for final approval.

1. Due to the legislative action, the subcase type “Civil (\$30,001 - \$50,000) (SRS)” was added under County Civil on the Outputs form. This subcase type requires a case weight. The weight of 5 is recommended to match the existing subcase type “Civil (\$15,001 - \$30,000) (SRS).” **The weight of 5 for “Civil (\$30,001 - \$50,000) (SRS)” is presented for approval.**
2. To keep in line with changes made to the New Case Counting Business Rules and the case weight, corresponding updates are required to the CFY 2022-23 Outputs Report. **The draft form is presented for approval.**

COMMITTEE ACTION:

1. Approve changes to New Case Counting Business Rules
2. Approve case weight for new subcase type
3. Approve CFY 2022-23 Outputs form

LEAD STAFF: Marleni Bruner, CCOC Performance, Policy, and Education Director

ATTACHMENTS:

1. Proposed New Case Counting Business Rules & Summary of Changes
2. CFY 2022-23 Outputs Form

JD Peacock, II

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New Case Counting Business Rules Monthly Outputs Report - Subcases *Effective October 1, 2022*

Summary of Changes

In addition to reviewing the following changes, it is strongly encouraged that the full body of rules be carefully reviewed.

General

- For consistency among the court types, the Do NOT Include sections have been moved from General Reporting Rules to Counting Cases.

Circuit Criminal

- The option to report Capital Murder, Non-Capital Murder, and Sexual Offenses subcase categories separately from All Other Felonies has been eliminated. Accordingly, the All Other Felonies subcase type has been renamed Felony Cases.
- The rules for Appeal (AP) cases have been updated to incorporate the change in the jurisdiction of appeals of county court decisions to district rather than circuit courts, pursuant to Ch. 2020-61, Laws of Fla.

County Criminal

- Clarifies that cases transferred to County Criminal from Circuit Criminal, based on downgraded charges, are not to be included if the case was sentenced in Circuit Court and is only being transferred to County Court for supervision.

Circuit and County Criminal

- Clarification added that arrests on Civil or Family pick up orders should not be counted as a new criminal case.

Circuit Civil

- The rules for Appeal (AP) cases have been updated to incorporate the change in the jurisdiction of appeals of county court decisions to district rather than circuit courts, pursuant to Ch. 2020-61, Laws of Fla.
- The Out of State Commission for Foreign Subpoenas subcase type has been removed from reporting.

BUSINESS RULES - NEW CASE COUNTING

County Civil

- The subcase types have been updated to reflect the current jurisdictional ranges, including the addition of a new subcase type to capture the increase to \$50,000 effective January 1, 2023.
- The Registry Deposits Without an Underlying Case subcase type has been removed from reporting.

Family Law

- The definition of the UIFSA IV-D/UIFSA NON-IV-D subcase type was clarified to make clear that those cases which only count as Reopens for SRS are not to be reported in this section.
- The descriptions for the Non-SRS subcase types, found in section 2.b., were expanded for clarity. Item 2.b.v. was removed. The Appendix was updated accordingly.

As presented to the PIE Committee for approval on June 21, 2022.



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NEW CASE COUNTING BUSINESS RULES
Monthly Outputs Report - Subcases
Effective October 1, 2022

The goal of these rules is to ensure clerks are counting new cases consistently and accurately capturing clerk new case workload; therefore, instructions for counting both SRS and certain non-SRS cases are set forth below. In many instances, SRS rules are referenced for additional clarity; however, it is not the intent to use SRS rules to determine what should or should not be counted.

In order for the CCOC Budget Committee to incorporate weighted workload measures into the budget process, the monthly outputs must be reported correctly at the subcase type level. Accordingly, these Rules include instructions for reporting at the subcase type level.

Reporting Guidelines

1. Audit detail reports must be maintained at the local level and include, at a minimum, the following:

Case Type	Filed Date
Subcase Type	Case Number
Reporting Category	Citation Number, If Applicable

 Audit details should be retained for a minimum of 3 years.

2. Do not include Non-Court functions. Examples include, but are not limited to:
 - a. Tax Deed Sales
 - b. Home Solicitation Permits

If unsure whether a function is court-related, please contact the CCOC for clarification.

3. Parking tickets – Be sure to count parking tickets written under a county or municipal ordinance in the Misdemeanor division. Only count Parking Tickets in the Civil Traffic division if the ticket is written on a Uniform Traffic Citation (UTC.)
4. Civil and Criminal Traffic – The correct unit of count is the Uniform Traffic Citation (UTC), where the UTC is the charging document. Be sure to count the number of citations, not the number of cases. A single UTC should only be counted once, in the appropriate Court Type.
5. An explanation should be provided in the corresponding Notes section to describe any cases entered as Unable to be Categorized.

BUSINESS RULES – NEW CASE COUNTING

CIRCUIT CRIMINAL

General Reporting Rules

1. Include cases filed in your office during the reporting period regardless of whether an Information or Petition has been filed.
2. Include arrest warrant cases, sometimes referred to as Bench Warrants, at the time the case is opened even though the warrant has not yet been served.
3. Multiple counts arising out of the same incident should be counted as one case, except for counts that are associated with the rules for counting criminal traffic UTC's.
4. If a defendant has multiple cases filed in the same month that arose out of different incidents, count each incident as a separate case.
5. Co-Defendants should each be counted separately as an individual case, (Example: 2010 CF 000123A, 2010 CF 000123B, 2010 CF 000123C = 3 cases). *Note – if a case previously identified as a separate case is later identified as being a co-defendant case, it is correct to count the original case as well as the “B” case. Example 2010 CF 000555 A is later found to be a co-defendant to 2010 CF 000500 A and 2010 CF 000500 B is created, 2010 CF 000555 A and 2010 CF 000500 B should both be counted.*
6. Include cases that are transferred to Circuit Court from County Court based on upgraded charges.
7. Include cases that are transferred from other counties for specialty courts, e.g., Veterans' Court, Drug Court.
8. Include *only* new AP (Appeal) cases that are created in the Circuit Court as described in the *Case Types with Appeals Staying in Circuit Court* article published by the Office of the State Courts Administrator. Refer to the Florida Courts' website at <https://www.flcourts.org/Know-Your-Court> for more detailed information.
 - a. This unit of count represents the Appeal (AP) case created in the Circuit Court where the Circuit Court has appellate jurisdiction.
 - b. Do not count the individual Notice of Appeal in this subcase category. The Notice of Appeal is to be reported under Section B3, NOAs, on the “Outputs Monthly” tab, under the Court Type of the case being appealed.

Counting Cases

1. Count the number of cases filed during the reporting period and report at the subcase type level as described below.
 - a. Felony Cases, including
 - i. Capital Murder
 - ii. Non-Capital Murder
 - iii. Sexual Offenses
 - iv. Robbery
 - v. Other Crimes Against Persons

BUSINESS RULES – NEW CASE COUNTING

- vi. Burglary
- vii. Theft, Forgery, Fraud
- viii. Worthless checks
- ix. Other Crimes Against Property
- x. Drugs
- xi. Other Felony crimes not included in the above-described case types
- b. Appeals (AP case) as described in #8, General Reporting Rules above, if processed in this division.
- c. Include cases where a defendant was arrested/picked up on an out of state fugitive warrant, if processed in this division.
- 2. Do NOT include
 - a. A Circuit Criminal case if the *only* counts are UTC's. The UTC(s) will be counted in the Criminal or Civil Traffic category, as appropriate.
 - b. Failures to Appear, unless a new Information is filed by the State Attorney.
 - c. Violations of Probation/Community Control.
 - d. Investigative Subpoenas.
 - e. Investigative Motions.
 - f. Hunter Hearings.
 - g. Witness Extraditions.
 - h. Cases where a defendant was arrested/picked up on a warrant from another Florida county.
 - i. Cases transferred for supervision.
 - j. An arrest resulting from a Civil or Family Pick Up Order, e.g., Order of Commitment/Writ of Bodily Attachment for Failure to Pay Child Support.

BUSINESS RULES – NEW CASE COUNTING

COUNTY CRIMINAL

General Reporting Rules

1. Include cases filed in your office during the reporting period regardless of whether an Information or Petition has been filed.
2. Include arrest warrant cases, sometimes referred to as Bench Warrants, at the time the case is opened even though the warrant has not yet been served.
3. Multiple counts arising out of the same incident should be counted as one case, except for counts that are associated with the rules for counting criminal traffic UTC's.
4. If a defendant has multiple cases filed in the same month that arose out of different incidents, count each incident as a separate case.
5. Co-Defendants should each be counted separately as an individual case, (Example: 2010 MM 000123A, 2010 MM 000123B, 2010 MM 000123C = 3 cases). *Note – if a case previously identified as a separate case is later identified as being a co-defendant case, it is correct to count the original case as well as the “B” case. Example 2010 MM 000555 A is later found to be a co-defendant to 2010 MM 000500 A and 2010 MM 000500 B is created, 2010 MM 000555A and 2010 MM 000500 B should both be counted.*
6. Include municipal and county ordinance (MO, CO) violations, regardless of whether the case goes before the court.
7. Include municipal and county ordinance parking violations when filed with a \$10.00 filing fee and included in Article V funding.
8. Include non-criminal infractions (IN).
9. Include Direct Contempt of Court cases, where the finding of contempt did not occur within an existing criminal case.
10. Include cases that are transferred to County from Circuit Court, based on downgraded charges, unless the case was sentenced in Circuit Court and is only being transferred for supervision.
11. Include cases that are transferred from other counties for specialty courts, e.g., Veterans' Court, Drug Court.

Counting Cases

1. Count the number of cases filed during the reporting period and report at the subcase type level as described below. Note that some categories have been combined for ease of reporting. For more detailed case type definitions, please refer to the County Criminal section of the SRS Manual.
 - a. Misdemeanors and Worthless Checks.
 - b. County and Municipal Ordinances, regardless of whether the case goes before the court.
 - c. Non-Criminal Infractions, including non-criminal (1st offense) juvenile sexting cases if filed in this division.

BUSINESS RULES – NEW CASE COUNTING

2. Include cases where a defendant was arrested/picked up on an out of state fugitive warrant, if processed in this division.
3. If a citation is the initial charging document, count the citation only one time. For example, if a defendant comes in and pays the financial obligations, based on a copy of the citation before the Clerk has received the original citation from the officer, only count the citation once.
4. Do NOT include
 - a. A County Criminal case if the *only* counts are UTC's. The UTC(s) will be counted in the Criminal or Civil Traffic category, as appropriate.
 - b. Failures to Appear, unless a new Information is filed by the State Attorney.
 - c. Violations of Probation.
 - d. Investigative Subpoenas.
 - e. Investigative Motions.
 - f. Hunter Hearings.
 - g. Witness Extraditions.
 - h. Cases where a defendant was arrested/picked up on a warrant from another Florida county.
 - i. Cases transferred for supervision.
 - j. An arrest resulting from a Civil or Family Pick Up Order, e.g., Order of Commitment/Writ of Bodily Attachment for Failure to Pay Child Support.

BUSINESS RULES – NEW CASE COUNTING

JUVENILE DELINQUENCY

General Reporting Rules

1. Include cases filed in your office regardless of whether an Information or Petition has been filed.
2. Multiple counts arising out of the same incident should be counted as one case.
3. If a defendant has multiple cases filed in the same month that arose out of different incidents, count each incident as a separate case.
4. Co-Defendants should each be counted separately as an individual case, (Example: 2010 CJ 000123A, 2010 CJ 000123B, 2010 CJ 000123C = 3 cases). *Note – if a case previously identified as a separate case is later identified as being a co-defendant case, it is correct to count the original case as well as the “B” case. Example 2010 CJ 000555 A is later found to be a co-defendant to 2010 CJ 000500 A and 2010 CJ 000500 B is created, 2010 CJ 000555A and 2010 CJ 000500 B should both be counted.*
5. Include non-criminal (1st offense) juvenile sexting cases if filed in this division.
6. Include criminal (2nd and subsequent offenses) sexting violations.

Counting Cases

1. Count the number of cases filed during the reporting period.
 - a. Complaints filed, including cases transferred from another county or state for disposition.
 - b. Non-criminal (1st offense) juvenile sexting cases, if filed in this division.
2. Include cases transferred from another county or state for jurisdiction/supervision only.
3. Do NOT include
 - a. Failures to appear, unless a new Information is filed by the State Attorney.
 - b. Violations of Probation/Community Control.
 - c. Cases where a juvenile was arrested/picked up on a warrant/pick-up order from another Florida county.
 - d. Instances where a Detention Hearing was held at the Juvenile Assessment Center on an Out of County case.

BUSINESS RULES – NEW CASE COUNTING

CRIMINAL UNIFORM TRAFFIC CITATIONS

1. Count the number of criminal traffic charges filed in your office during the reporting period, where a Uniform Traffic Citation (UTC) will be filed in accordance with Rule 6.165, Fla. R. Traf. Ct., regardless of the division where the charge is filed. Report at the subcase type level as described below.
 - a. Count the number of citations filed for Driving Under the Influence.
 - b. Count the number of citations filed for all other charges.
2. Do NOT include the following:
 - a. Instances where a UTC is filed in conjunction with certain drug charges or other felony violations in the commission of which a motor vehicle is used. Refer to the Uniform Traffic Citation Manual, published by the Department of Highway Safety and Motor Vehicles, and commonly referred to as Appendix C, and to Sections 322.055, 322.056, and 322.26(3), Florida Statutes, for further details.
 - b. Failures to Appear, unless a new Information is filed by the State Attorney.
 - c. Violations of Probation.
 - d. Cases where a defendant was arrested/picked up on a warrant from another Florida county.
3. Additional Notes:
 - a. Do include if a UTC does not accompany the charging document at the time of filing, but is expected to follow.
 - b. Only count a UTC one time, in the appropriate category as outlined in these rules.
 - c. Do not count a Circuit or County Criminal case separately if the only counts in said criminal case are UTC's. Count the criminal UTC(s) in this category and the civil UTC(s) in the Civil Uniform Traffic Citation section, as appropriate. Count any surviving criminal case, after the UTC rules have been applied, in the appropriate court type.

UNIFORM TRAFFIC CITATIONS

1. Count the number of non-criminal Uniform Traffic Citations (UTC) filed in your office during the reporting period, regardless of the division where the UTC is filed.
2. The unit of count is citations. Be sure to count the number of citations, not the number of cases.
3. Include Parking Tickets only if written on a UTC.
4. Only count a UTC one time, in the appropriate category as outlined in these rules.
5. Do not include anything other than UTC's.
6. Do not include non-criminal infractions not written on a UTC. Report non-criminal infractions in County Criminal.

BUSINESS RULES – NEW CASE COUNTING

CIRCUIT CIVIL**General Reporting Rules**

1. For more detailed case type definitions, please refer to the Circuit Civil section of the SRS Manual. Note that some categories have been combined for ease of reporting.
2. It is suggested, as a reasonableness verification, to review the numbers reported under Section 1 below for consistency with those reported to SRS.

Counting Cases

1. Count the number of cases, or number of parcels in Eminent Domain cases, filed during the reporting period and report at the subcase type level as described below.
 - a. Professional Malpractice, including
 - i. Business
 - ii. Medical
 - iii. Other
 - b. Products Liability
 - c. Auto Negligence
 - d. Condominium
 - e. Contract and Indebtedness
 - f. Eminent Domain (Note – Count the number of parcels.)
 - g. Other Negligence, including
 - i. Business Governance
 - ii. Business Torts
 - iii. Environmental/Toxic Tort
 - iv. Third party Indemnification
 - v. Construction Defect
 - vi. Mass Tort
 - vii. Negligent Security
 - viii. Nursing Home Negligence
 - ix. Premises Liability – Commercial
 - x. Premises Liability – Residential
 - xi. Other Negligence not falling within above subcategories.
 - h. Commercial Foreclosure
 - i. Homestead Residential Foreclosure
 - j. Non-Homestead Residential Foreclosure
 - k. Other Real Property Actions
 - l. Other Civil, including
 - i. Antitrust/Trade Regulation
 - ii. Business Transactions
 - iii. Constitutional Challenge, Statute or Ordinance
 - iv. Constitutional Challenge, Proposed Amendment

BUSINESS RULES – NEW CASE COUNTING

- v. Corporate Trust
- vi. Discrimination Employment or Other
- vii. Insurance Claim
- viii. Intellectual Property
- ix. Libel/Slander
- x. Shareholder Derivative Action
- xi. Securities Litigation
- xii. Trade Secrets
- xiii. Trust Litigation
- xiv. Other. Examples including but not limited to
 - 1. Declaratory judgments
 - 2. Injunctions
 - 3. Administrative Agency Appeals
 - 4. Bond Estreatures
 - 5. Replevins
 - 6. Habeas Corpus Proceedings
 - 7. Forfeitures
 - 8. Interpleader
- m. Involuntary Civil Commitment of Sexually Violent Predators (FKA Jimmy Ryce) if processed in this division.
- n. Include *only* new AP (Appeal) cases that are created in the Circuit Court as described in the *Case Types with Appeals Staying in Circuit Court* article published by the Office of the State Courts Administrator. Refer to the Florida Courts' website at <https://www.flcourts.org/Know-Your-Court> for more detailed information.
 - i. This unit of count represents the appeal (AP) case created in the Circuit Court where the Circuit Court has appellate jurisdiction.
 - ii. Do not count the individual Notice of Appeal in this subcase category. The Notice of Appeal is to be reported under Section B3, NOAs, on the "Outputs Monthly" tab, under the Court Type of the case being appealed.
- o. Include Writs of Certiorari, whether filed as a CA case or an AP case.
- 2. Include the following cases filed that are not reported to SRS. Report these cases in the categories outlined below.
 - a. Medical Extensions, also referred to as Petitions to Extend
 - b. Transfers of Lien to Security
 - c. Civil Contempt for Failing to Appear for Jury Duty
 - d. Confirmation of Arbitration
 - e. Foreign Judgments
- 3. Do NOT include
 - a. Clerk's Satisfactions of Judgment even if a separate case is created.
 - b. Out of State Commissions for Foreign Subpoenas.

BUSINESS RULES – NEW CASE COUNTING

COUNTY CIVIL

General Reporting Rules

1. For more detailed case type definitions, please refer to the County Civil section of the SRS Manual.
2. It is suggested, as a reasonableness verification, to review the numbers reported under Section 1 below for consistency with those reported to SRS.

Counting Cases

1. Count the number of cases filed during the reporting period and report at the subcase type level as described below.
 - a. Small Claims (Up to \$5,000)
 - i. Complaints for Interpleader
 - ii. Claims up to and including \$5,000 in damages
 - b. Small Claims (\$5,001 - \$8,000)
 - i. Complaints for Interpleader
 - ii. Claims from \$5,001 to \$8,000
 - c. Civil (\$8,001 - \$15,000)
 - i. Complaints for Interpleader
 - ii. Mortgage Foreclosures (less than \$15,000)
 - iii. Equity Matters (Monetary)
 - iv. Claims ranging from \$5,001 through \$15,000
 - d. Civil (\$15,001 - \$30,000)
 - i. Complaints for Interpleader
 - ii. Mortgage Foreclosures (\$15,001 - \$30,000)
 - iii. Equity Matters (Monetary)
 - iv. Claims ranging from \$15,001 through \$30,000
 - e. Civil (\$30,001 - \$50,000) **Effective January 1, 2023**
 - i. Complaints for Interpleader
 - ii. Mortgage Foreclosures (\$30,001 - \$50,000)
 - iii. Equity Matters (Monetary)
 - iv. Claims ranging from \$30,001 through \$50,000
 - f. Replevins
 - g. Evictions
 - h. Other Civil (Non-Monetary), includes but is not limited to
 - i. Equity Matters (non-monetary)
 - ii. Control of Animals
 - iii. Interred Bodies
 - iv. Injunctive Relief
 - v. Declaratory Judgments
2. Include the following cases filed that are not reported to SRS as outlined below.

BUSINESS RULES – NEW CASE COUNTING

- a. Foreign Judgments
- b. Applications for Voluntary Binding Arbitration
- 3. Do NOT include
 - a. An additional case for multiple counts within a case.
 - b. A Clerk's Satisfaction of Judgment even if a separate case is created.
 - c. Registry deposits without an underlying case. Examples include, but are not limited to
 - i. Motor Vehicle Repair Act
 - ii. Report of Sale/Notice of Compliance (F.S. 713.585), if processed in the courts area.
 - iii. Towing/Storage of Vehicles
 - iv. Release of Vessel
 - v. Bond to Release Possessory Lien
 - vi. Transfer of Lien to Security, if processed in the courts area.
 - vii. Sale of Repair Materials

BUSINESS RULES – NEW CASE COUNTING

PROBATE

General Reporting Rules

1. For more detailed case type definitions, please refer to the Probate section of the SRS Manual.
2. It is suggested, as a reasonableness verification, to review the numbers reported under Section 1 below for consistency with those reported to SRS.

Counting Cases

1. Count the number of cases filed during the reporting period and report at the subcase type level as described below.
 - a. Probate
 - i. All matters relating to the validity of wills and their execution; distribution, management, sale, transfer, and accounting of estate property; and ancillary administration.
 - ii. Disposition of Personal property without Administration under Fla. Prob. R. 5.420.
 - iii. Notes:
 1. When one of the above-described cases is converted, e.g., a Summary Administration to a Formal Administration, do not count the converted case as a new case.
 2. Count a petition to determine heirs as a probate filing only when a petition for administration has not been filed. If a petition for administration is filed after the petition to determine heirs, the petition for administration would not be reported, as it would be considered a continuation of the case initiated from the filing of the petition to determine heirs.
 3. Count a petition to determine homestead as a probate filing only when a petition for administration has not been filed. If a petition for administration is filed after the petition to determine homestead, the petition for administration would not be reported, as it would be considered a continuation of the case initiated from the filing of the petition to determine homestead.
 - b. Guardianship
 - i. All matters relating to determination of status; contracts and conveyances of incompetents; maintenance custody of wards and their property interests; control and restoration of rights; appointment and removal of guardians pursuant to Chapter 744, Florida Statutes.
 - ii. Appointment of guardian advocates for individuals with developmental disabilities pursuant to Section 393.12, Florida Statutes.
 - iii. Actions to remove the disabilities of non-age minors pursuant to Sections

BUSINESS RULES – NEW CASE COUNTING

743.08 and 743.09, Florida Statutes.

- c. Probate Trust
 - i. All matters relating to the right of property, real or personal, held by one party for the benefit of another pursuant to Chapter 737, Florida Statutes. Report petitions to establish a trust or to appoint or remove a trustee. Do not include a Notice of Trust filed pursuant to section 736.05055, Florida Statutes in this section. See Section 2 below.
 - d. Baker Act
 - i. All matters relating to the care and treatment of individuals with mental, emotional, and behavioral disorders pursuant to Sections 394.463 and 394.467, Florida Statutes.
 - 1. Count petitions for examination and placement separately.
 - 2. Include subsequent petitions filed on the same respondent only if the individual has completed treatment.
 - ii. Do not include an Incident Report submitted by a Law Enforcement Agency.
 - e. Vulnerable Adult. Do not include if the petition is filed in a guardianship case.
 - f. Risk Protection Order. Only include one case per incident, even if the Temporary and Final are filed as separate petitions.
 - g. Substance Abuse Act
 - i. All matters related to the involuntary assessment/treatment of substance abuse pursuant to Sections 397.6811 and 397.693, Florida Statutes.
 - 1. Count petitions for assessment and treatment separately.
 - 2. Include subsequent petitions filed on the same respondent only if the individual has completed treatment.
 - h. Other Social
 - i. Tuberculosis control cases pursuant to Sections 392.55, 395.56, and 392.57, Florida Statutes.
 - ii. Developmental disability cases under Section 393.11, Florida Statutes.
 - iii. Review of surrogate or proxy's health care decisions pursuant to Section 765.105, Florida Statutes, and Fla. Prob. R. 5.900.
 - iv. Incapacity determination cases pursuant to Sections 744.3201, 744.3215, and 744.331, Florida Statutes.
 - v. Adult Protective Services Act cases pursuant to Section 415.104, Florida Statutes.
 - vi. Petitions for Relief from Firearm Prohibition pursuant to Section 790.065, Florida Statutes.
 - i. Involuntary Civil Commitment of Sexually Violent Predators (FKA Jimmy Ryce) if processed in this division.
2. Include the following cases filed that are not reported to SRS, unless such filings

BUSINESS RULES – NEW CASE COUNTING

occur after and are docketed within an existing probate case. Report these cases in the categories outlined below. If multiple cases are filed on the same party, count each case separately.

- a. Wills on Deposit
 - b. Pre-need Guardianships. Count each application for pre-need guardianship, even if filed in an existing case.
 - c. Notices of Trust filed pursuant to section 736.05055, Florida Statutes.
 - d. Petitions to Open Safe Deposit Box
 - e. Caveats
 - f. Petitions to Gain Entry to Apartment or Dwelling
 - g. Physician's Certification of Person's Imminent Dangerousness pursuant to Section 790.065, Florida Statutes.
3. Do NOT include the following:
- a. Professional Guardian files maintained by the Clerk as directed in Section 744.2003, Florida Statutes.
 - b. Baker Act Incident Reports filed by a Law Enforcement Agency.
 - c. Vulnerable Adult petitions if filed in a guardianship case.

BUSINESS RULES – NEW CASE COUNTING

FAMILY

General Reporting Rules

1. For more detailed case type definitions, please refer to the Circuit Family section of the SRS Manual.
2. Only count separate petitions filed within the same case if each petition represents a new SRS reportable case type.
3. It is suggested, as a reasonableness verification, to review the numbers reported under Section 1 below for consistency with those reported to SRS.

Counting Cases

1. Count the number of cases filed during the reporting period and report at the subcase type level as described below. Note that some categories have been combined for ease of reporting.
 - a. Simplified Dissolution
 - i. Petitions for the termination of marriage filed pursuant to Fla. Fam. L. R. P. 12.105.
 - b. Dissolution
 - i. Petitions for the termination of marriage pursuant to Chapter 61, Florida Statutes, other than simplified dissolution.
 - c. Injunctions for Protection, including:
 - i. Domestic Violence, pursuant to F.S. 741.30
 - ii. Dating Violence, pursuant to F.S. 784.046
 - iii. Repeat Violence, pursuant to F.S. 784.046
 - iv. Sexual Violence, pursuant to F.S. 784.046
 - v. Stalking Violence, pursuant to F.S. 784.0485
 - d. Support IV-D/ Support NON-IV-D
 - i. All matters relating to child support, except for such matters relating to dissolution of marriage petitions, paternity, or UIFSA.
 - e. UIFSA IV-D/UIFSA NON-IV-D
 - i. Matters relating to UIFSA petitions filed under Chapter 88, Florida Statutes, which are filed to **determine** child support and/or paternity obligations.
 - f. Other Family Court, including
 - i. Time sharing and/or parenting plans relating to minor children
 - ii. Annulment
 - iii. Delayed birth certificates pursuant to Section 382.0195, Florida Statutes
 - iv. Expedited affirmation of parental status pursuant to Section 742.16, Florida Statutes
 - v. Termination of parental rights proceedings pursuant to Section 63.087, Florida Statutes
 - vi. Declaratory judgment actions related to premarital or post-marital

BUSINESS RULES – NEW CASE COUNTING

- agreements
- vii. Other matters not included in other case types described in this section
- g. Adoption Arising out of Chapter 63
 - i. All matters relating to adoption pursuant to Chapter 63, Florida Statutes, excluding any matters arising out of Chapter 39, Florida Statutes.
- h. Name Change
 - i. All matters relating to name change, pursuant to Section 68.07, Florida Statutes.
- i. Paternity/Disestablishment of Paternity
 - i. All matters relating to paternity pursuant to Chapter 742, Florida Statutes.
- 2. Include the following cases filed that are not reported to SRS as new cases.
 - a. Family Foreign Judgments, from another county or state.
 - b. Department of Revenue, Child Support Enforcement, filings that are not reported to SRS as new cases. See Appendix A for samples.
 - i. Notices or Registrations of Administrative Support Order, pursuant to Subsection 409.2563(8), Florida Statutes.
 - ii. Initial Requests for depository number for an Interstate action (also known as Depository Only).
 - iii. Requests to Establish Account - Interstate.
 - iv. UIFSA Requests to Register Support Order and UIFSA Petitions and Foreign Judgments in which the initial support issue or other complaint matter has already been determined, and modifications or supplemental petitions arise.

BUSINESS RULES – NEW CASE COUNTING

JUVENILE DEPENDENCY**General Reporting Rules**

1. Count the number of cases, not the number of children. If multiple children are named on one petition, only count one case.
2. If a subsequent petition names additional children, only count a new case if the original case has had supervision terminated and jurisdiction was relinquished.
3. Report a case only once, at case initiation, even though various types of petitions are filed within the case. To further clarify, only count a case upon filing of the first petition, even if any subsequent petition on the same matter creates a separate case.
4. Include cases transferred from another jurisdiction for disposition in the appropriate category.
5. Note that the reporting rules for this case count vary from the reporting rules for SRS.

Counting Cases

1. Count the number of cases filed during the reporting period and report at the subcase type level as described below.
 - a. Dependency Initiating Petitions. (See Rule 3 above.) Count a new case whenever the *first* of the following petitions is filed:
 - i. Shelter Hearing Petition
 - ii. Dependency Petition
 - iii. Termination of Parental Rights Petition Arising out of Chapter 39, Florida Statutes
 - iv. Adoption Petition, Arising out of Chapter 39, Florida Statutes
 - v. Cases transferred from another jurisdiction for disposition
 - b. Petitions to Remove the Disabilities of Nonage Minors filed pursuant to Section 743.015.
 - c. Petitions for Children in Need of Services and Families in Need of Services (CINS/FINS).
 - d. Parental Notice of Abortion cases.
2. Include the following cases filed that are not reported to SRS:
 - a. Truancy Cases.
 - b. Transfers from another jurisdiction for jurisdiction/supervision only.
 - c. DCF Dependency Petitions for Injunction pursuant to Chapter 39, Florida Statutes.
 - d. Other Motions, when a case doesn't already exist, including but not limited to
 - i. Motion for Order to Take into Custody, when a case doesn't already exist.
 - ii. Motion to Gain Entry into the Residence, when a case doesn't already exist.

BUSINESS RULES – NEW CASE COUNTING

APPENDIX A

- A.1 Registration of Administrative Support Order
- A.2 Initial Request – Interstate
- A.3 Request to Establish Account – Interstate
- A.4 Request to Register Support Order

**Appendix A.1: Notice/Registration of Administrative Support Order**

Child Support Program

Clerk of Court Action Request

Brevard County COC
Po Box 219
Titusville Florida 32781-0219

Date

Child Support Case Number: CSE Case Number

Depository Number: Depository Number

Activity No.: Activity Number

Parent Who Owes Support: Parent's Name

Parent Due Support: Parent's Name

Please take the following action(s) in this case:

- ☒ Open a case, assign and provide a depository number for an administrative establishment action.
- ☐ Open a case, assign and provide a depository number for an interstate action.
- ☐ The Administrative Proceeding referenced above has been terminated. Please close your file.
- ☐ File the enclosed Final Order.
- ☐ File the enclosed
- ☐ Provide a payment history.
- ☐ Provide a Certificate of Arrears.
- ☐ Provide a certified copy of
- ☐ Close the case based on the attached documentation.
- ☐ Credit the current arrears balance based on the attached documentation.
- ☐ Other:

Please provide a depository case number or the requested documents by returning this form and the requested information to:

Child Support Program
P.O. Box 5330
Tallahassee, FL 32314-5330

If you have any questions, please call our office at Choose One or write to us at the address above.

Enclosed:

- ☐ Notice of Proceeding
- ☐ Demographic Information Sheet
- ☐ Notice of Termination of Administrative Proceeding
- ☐ Final Order of Administrative Support



Child Support Program
Clerk of Court Action Request

Brevard County COC
 Po Box 219
 Titusville Florida 32781-0219

Date

Child Support Case Number: CSE Case Number

Depository Number: Depository Number

Activity No.: Activity Number

Parent Who Owes Support: Parent's Name

Parent Due Support: Parent's Name

Please take the following action(s) in this case:

- ☐ Open a case, assign and provide a depository number for an administrative establishment action.
- ☒ Open a case, assign and provide a depository number for an interstate action.
- ☐ The Administrative Proceeding referenced above has been terminated. Please close your file.
- ☐ File the enclosed Final Order.
- ☐ File the enclosed
- ☐ Provide a payment history.
- ☐ Provide a Certificate of Arrears.
- ☐ Provide a certified copy of
- ☐ Close the case based on the attached documentation.
- ☐ Credit the current arrears balance based on the attached documentation.
- ☐ Other:

Please provide a depository case number or the requested documents by returning this form and the requested information to:

Child Support Program
 P.O. Box 5330
 Tallahassee, FL 32314-5330

If you have any questions, please call our office at Choose One or write to us at the address above.

Enclosed:

- ☐ Notice of Proceeding
- ☐ Demographic Information Sheet
- ☐ Notice of Termination of Administrative Proceeding
- ☐ Final Order of Administrative Support



Child Support Program
Clerk of Court Action Request

Brevard County COC
Po Box 219
Titusville Florida 32781-0219

Date

Child Support Case Number: CSE Case Number

Depository Number: Depository Number

Activity No.: Activity Number

Parent Who Owes Support: Parent's Name

Parent Due Support: Parent's Name

Please take the following action(s) in this case:

- ☐ Open a case, assign and provide a depository number for an administrative establishment action.
- ☒ Open a case, assign and provide a depository number for an interstate action.
- ☐ The Administrative Proceeding referenced above has been terminated. Please close your file.
- ☐ File the enclosed Final Order.
- ☐ File the enclosed
- ☐ Provide a payment history.
- ☐ Provide a Certificate of Arrears.
- ☐ Provide a certified copy of
- ☐ Close the case based on the attached documentation.
- ☐ Credit the current arrears balance based on the attached documentation.
- ☒ Other: REQUEST TO OPEN ACCOUNT - STATE ORDER DATED 00/00/0000
TERMS: SUPPORT \$XXX.XX MONTHLY
ARREARS \$XXXX.XX AS OF 00/00/0000 REPAY \$XX.XX PER MONTH
COUNTY, STATE ORDER ATTACHED

Please provide a depository case number or the requested documents by returning this form and the requested information to:

Child Support Program
P.O. Box 5330
Tallahassee, FL 32314-5330

If you have any questions, please call our office at Choose One or write to us at the address above.

Enclosed:

- ☐ Notice of Proceeding
- ☐ Demographic Information Sheet
- ☐ Notice of Termination of Administrative Proceeding

**Appendix A.4: UIFSA Request to Register Support
Order for Enforcement or Modification**CS-IS07
R. 01/08/13

Child Support Enforcement

Request to Register Support Order☒ Enforcement ☐ Modification☐ Enforcement / Modification

CSE Case Number:

Petitioner:

Respondent:

Do not serve copies of this form on the Respondent

☐ We are safeguarding location information due to a request for nondisclosure. Please keep this information confidential.

Please register the enclosed support order(s) or income withholding order(s) as required by sections 88.6021 and 88.6091, Florida Statutes. Send all payments received on this case to Florida State Disbursement Unit, P.O. Box 8500, Tallahassee, Florida 32314-8500. This is a Title IV-D case.

The following documents are enclosed:

- Two copies (including one certified copy) of all orders, including any modifications to be registered.
- Sworn statement by the party seeking registration or a certified statement by the custodian of the records showing the amount of any arrearage (registration statement).
- Demographic information sheet for the parties and child(ren).

The depository account number for this case is

Order Provisions:

Current Child Support	\$	Select One
Alimony	\$	Select One
Past Due/Arrears Payments	\$ 0.00	Select One
Other	\$	Select One
Total Past Due:	\$	as of
Next Payment Due:		

- ☐ Poundage/Fees percent per payment.
- ☐ Administratively ordered arrears payment per State law at the rate of percent of current support.
- ☐ Continuation of support through graduation from high school.
- ☐ Arrears only.
- ☐ Collection of arrears after emancipation continues at the rate of current support plus arrears.
- ☐ Collection of arrears after emancipation continues at the same rate as current support.
- ☐

Please see second page for more information.

CSE Case Number:

☐ We are safeguarding location information due to a request for nondisclosure. Please keep this information confidential.

☐ This is a registration for modification only. The Department's attorney will be filing a petition to modify the order. Please provide us with the civil case number when one is assigned. You can provide it to the local Child Support Enforcement office or mail it to the address below. Do not create a support payment account(s) at this time.

☐ Please establish a depository number for payment processing as required by section 61.181(1)(b), Florida Statutes. Write the depository number below and return this notice to us. You can provide it to the local Child Support office or mail it to the address below.

Florida Department of Revenue
Child Support Enforcement Program
5050 West Tennessee Street, Building L
Tallahassee, FL 32399-0195

To contact us call
1-800-622-KIDS (5437)
1-305-530-260 (if case is handled in Miami-Dade County)

LETTER OF TRANSMITTAL REQUESTING REGISTRATION**THIS FORM CONTAINS SENSITIVE INFORMATION – DO NOT FILE THIS FORM IN A PUBLIC ACCESS FILE.**

The information on this form may be disclosed to the parties in the case, unless accompanied by a nondisclosure finding/affidavit.

If you are not the intended recipient, you are hereby notified that any use, disclosure, distribution, or copying of this form or its contents is strictly prohibited.

To open an intergovernmental IV-D case, attach a Transmittal #1 and the Child Support Agency Confidential Information Form.

Responding IV-D Case Identifier: _____ Initiating IV-D Case Identifier: _____

Responding Tribunal Number: _____ Initiating Tribunal Number: _____

NOTE:☐ **Nondisclosure Finding/Affidavit attached**☐ **This form sent through EDE**Action: ☐ Register for Enforcement☐ Register for Enforcement of Arrears Only☐ Assigned Arrears☐ Non-assigned Arrears☐ Register for Modification☐ Register for Modification and Enforcement**Section I. Case Summary:** (Background of this matter: court / administrative actions)

Date of support order: _____

State and county/tribe issuing order: _____

Tribunal number: _____

Current Obligation

Amount

Frequency (per)

Current child support \$ _____

Current medical support \$ _____

Current spousal support \$ _____

Other: _____ \$ _____

Type of Arrears

Amount

Total child support arrears \$ _____

Total medical support arrears \$ _____

Total spousal support arrears \$ _____

Total interest \$ _____

Other: _____ \$ _____

Total amount of arrears: \$ _____

Period of computation: from _____ to _____

Assigned arrears only: \$ _____ (Attach documentation of TANF time periods.)

Section II. Obligatee Information: ☐ Parent ☐ Caretaker

Obligatee's legal name (first, middle, last, suffix): _____

Obligatee's address: _____

If caretaker, relationship to child(ren): _____ ☐ Has legal custody/guardianship of the child(ren)**Section III. Obligor Information:**

Obligor's legal name (first, middle, last, suffix): _____

Obligor's address: _____

SSN: _____ Employer Name: _____

Employer address: _____

LETTER OF TRANSMITTAL REQUESTING REGISTRATION, PAGE 2

Section IV. Other Pertinent Information:

This order is registered in the following states: _____

Attach description and location of any property not exempt from execution.

Identify any source of income of the obligor in addition to employment: _____

Other: _____

Section V. Attachments: Required – Two copies, including one certified copy, of the order to be registered, including any modification of the order.

The following documents are also attached and part of this Letter of Transmittal Requesting Registration:

☐ Certified statement of arrears (IV-D agency or other government entity record)

☐ Sworn statement of arrears (direct payments)

☐ Order determining arrears

☐ Description and location of any property not exempt from execution

☐ Other attachments: _____

NOTE: If requesting registration for modification, also attach a Uniform Support Petition, General Testimony, and a Personal Information Form for UIFSA § 311.

Section VI. Declaration:

Under penalty of perjury, all information and facts stated in this Letter of Transmittal Requesting Registration are true to the best of my knowledge, information, and belief.

_____ Date	_____ Name <input type="checkbox"/> Party seeking registration <input type="checkbox"/> IV-D representative/title	_____ Signature
_____ Date	_____ Printed name of petitioner's private attorney and attorney/bar number (if applicable)	_____ Signature of petitioner's private attorney

Encryption Requirements:

When communicating this form through electronic transmission, precautions must be taken to ensure the security of the data. Child support agencies are encouraged to use the electronic applications provided by the federal Office of Child Support Enforcement. Other electronic means, such as encrypted attachments to e-mails may be used if the encryption method is compliant with Federal Information Processing Standard (FIPS) Publication 140-2 (FIPS PUB 140-2).

County:
Contact:
E-Mail Address:

Report Month:

Version #:

		NEW CASES													COMMENTS
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD Total	
A1	Circuit Criminal														Circuit Criminal
	Felony Cases (SRS)													0	
2	Appeals (AP cases) filed in Circuit Court (SRS)													0	
2	Out of State Fugitive Warrants (Non-SRS)													0	
1	Cases unable to be categorized													0	
Total Circuit Criminal =		0	0	0	0	0	0	0	0	0	0	0	0	0	
A2	County Criminal														County Criminal
	Misdemeanors/Worthless Checks (SRS)													0	
	County/Municipal Ordinances (SRS)													0	
	Non-Criminal Infractions (SRS)													0	
2	Out of State Fugitive Warrants (Non-SRS)													0	
1	Cases unable to be categorized													0	
Total County Criminal =		0	0	0	0	0	0	0	0	0	0	0	0	0	
A3	Juvenile Delinquency														Juvenile Delinquency
	Delinquency Complaints, Incl Xfers for Disposition (SRS)													0	
2	Non-criminal (1st offense) juvenile sexting cases													0	
	Transfers for Jurisdiction/Supervision Only (Non-SRS)													0	
	Cases unable to be categorized													0	
Total Juvenile Delinquency =		0	0	0	0	0	0	0	0	0	0	0	0	0	
A4	Criminal Traffic - UTCs														Criminal Traffic - UTCs
	DUI (SRS)													0	
	Other Criminal Traffic (SRS)													0	
	Cases unable to be categorized													0	
Total Criminal Traffic - UTCs =		0	0	0	0	0	0	0	0	0	0	0	0	0	

County:
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E-Mail Address:

Report Month:

Version #:

		NEW CASES												YTD Total	COMMENTS
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23		
A5	Circuit Civil														Circuit Civil
	Professional Malpractice (SRS)													0	
	Products Liability (SRS)													0	
	Auto Negligence (SRS)													0	
	Condominium (SRS)													0	
	Contract and Indebtedness (SRS)													0	
	Eminent Domain Parcels (SRS)													0	
	Other Negligence (SRS)													0	
	Commercial Foreclosure (SRS)													0	
	Homestead Residential Foreclosure (SRS)													0	
	Non-Homestead Residential Foreclosure (SRS)													0	
	Other Real Property Actions (SRS)													0	
	Other Civil (SRS)													0	
	² Involuntary Civil Commitment of Sexually Violent Predators (SRS)													0	
	² Appeals (AP cases) filed in Circuit Court (SRS)													0	
	Writs of Certiorari (SRS)													0	
	Medical Extensions (Petitions to Extend) (Non-SRS)													0	
	Transfers of Lien to Security (Non-SRS)													0	
	Civil Contempt for FTA for Jury Duty (Non-SRS)													0	
	Confirmation of Arbitration (Non-SRS)													0	
	Foreign Judgments (Non-SRS)													0	
¹	Cases unable to be categorized													0	
Total Circuit Civil =		0	0	0	0	0	0	0	0	0	0	0	0	0	
A6	County Civil														County Civil
	Small Claims (up to \$5,000) (SRS)													0	
	Small Claims (\$5,001 - \$8,000) (SRS)													0	
	Civil (\$8,001 - \$15,000) (SRS)													0	
	Civil (\$15,001 - \$30,000) (SRS)													0	
	⁴ Civil (\$30,001 - \$50,000) (SRS)													0	
	Replevins (SRS)													0	
	Evictions (SRS)													0	
	Other County Civil (Non-Monetary) (SRS)													0	
	Foreign Judgments (Non-SRS)													0	
	Applications for Voluntary Binding Arbitration (Non-SRS)													0	
	¹ Cases unable to be categorized													0	
	Total County Civil =	0	0	0	0	0	0	0	0	0	0	0	0	0	

County:
Contact:
E-Mail Address:

Report Month:

Version #:

		NEW CASES												YTD Total	COMMENTS
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23		
A7	Probate														Probate
	Probate (SRS)													0	
	Guardianship (SRS)													0	
	Probate Trust (SRS)													0	
	Baker Act (SRS)													0	
	Substance Abuse Act (SRS)													0	
	Other Social (SRS)													0	
	² Involuntary Civil Commitment of Sexually Violent Predators (SRS)													0	
	Risk Protection Orders (SRS)													0	
	Wills on Deposit (Non-SRS)													0	
	Pre-Need Guardianship (Non-SRS)													0	
	Notice of Trust (Non-SRS)													0	
	Petition to Open Safe Deposit Box (Non-SRS)													0	
	Caveat (Non-SRS)													0	
	Petition to Gain Entry to Apartment of Dwelling (Non-SRS)													0	
	Cert of Person's Imminent Dangerousness (Non-SRS)													0	
	Vulnerable Adults (SRS)													0	
¹	Cases unable to be categorized													0	
Total Probate =		0	0	0	0	0	0	0	0	0	0	0	0	0	
A8	Family														Family
	Simplified Dissolution (SRS)													0	
	Dissolution (SRS)													0	
	Injunctions for Protection (SRS)													0	
	Support (IV-D and Non IV-D) (SRS)													0	
	UIFSA (IV-D and Non IV-D) (SRS)													0	
	Other Family Court (SRS)													0	
	Adoption Arising out of Chapter 63 (SRS)													0	
	Name Change (SRS)													0	
	Paternity/Disestablishment of Paternity (SRS)													0	
	New Cases (Non-SRS)													0	
	¹ Cases unable to be categorized													0	
Total Family =		0	0	0	0	0	0	0	0	0	0	0	0	0	

County:

Contact:

E-Mail Address:

Report Month:

Version #:

CCOC Form Version 1
Revised: 10/01/22

		NEW CASES											YTD Total	COMMENTS
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	
A9	Juvenile Dependency													Juvenile Dependency
	Dependency Initiating Petitions (SRS)													
	Petitions to Remove Disabilities of Non-Age Minors (743.015) (SRS)													
	CINS/FINS (SRS)													
	Parental Notice of Abortion Act (SRS)													
	Truancy (Non-SRS)													
	Transfers for Jurisdiction/Supervision Only (Non-SRS)													
	DCF Dependency Petition for Injunction per Chapter 39 (Non-SRS)													
	Other New Cases (Non-SRS)													
	¹ Cases unable to be categorized													
Total Juvenile Dependency =		0	0	0	0	0	0	0	0	0	0	0	0	
A10	Civil Traffic - UTCs													Civil Traffic - UTCs
	Uniform Traffic Citations													
Total Civil Traffic - UTCs =		0	0	0	0	0	0	0	0	0	0	0	0	

NOTES

1. A county has the option to continue reporting in this subcase type; however, cases will be weighted at a zero (0). If cases reported in this subcase type, **please provide explanation** in Column R. Counties should make every effort to ensure cases are properly counted according to the Case Counting Business Rules. Counties are also expected to ensure their case management systems are updated to reflect the most recent business rules.
2. If filed in this division.

County:
Contact:
E-Mail Address:

Report Month:

Version #:

CCOC Form Version 1
Revised: 10/01/22

Total Number of Financial Receipts
for the CFY 2022-2023:

Financial Receipts are totaled for the full fiscal year and entered here annually.
Annual total is to be reported on the September 2023 submission.

B1 NEW CASES (Pulled from Subcases)		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD Total
	Circuit Criminal	0	0	0	0	0	0	0	0	0	0	0	0	0
	County Criminal	0	0	0	0	0	0	0	0	0	0	0	0	0
	Juvenile Delinquency	0	0	0	0	0	0	0	0	0	0	0	0	0
	Criminal Traffic	0	0	0	0	0	0	0	0	0	0	0	0	0
	Circuit Civil	0	0	0	0	0	0	0	0	0	0	0	0	0
	County Civil	0	0	0	0	0	0	0	0	0	0	0	0	0
	Probate	0	0	0	0	0	0	0	0	0	0	0	0	0
	Family	0	0	0	0	0	0	0	0	0	0	0	0	0
	Juvenile Dependency	0	0	0	0	0	0	0	0	0	0	0	0	0
	Civil Traffic	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL NEW CASES		0	0	0	0	0	0	0	0	0	0	0	0	0

B2 REOPENS		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD Total
	Circuit Criminal													0
	County Criminal													0
	Juvenile Delinquency													0
	Criminal Traffic													0
	Circuit Civil													0
	County Civil													0
	Probate													0
	Family													0
	Juvenile Dependency													0
TOTAL REOPENS		0	0	0	0	0	0	0	0	0	0	0	0	0

B3 NOAs		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD Total
	Circuit Criminal													0
	County Criminal													0
	Juvenile Delinquency													0
	Criminal Traffic													0
	Circuit Civil													0
	County Civil													0
	Probate													0
	Family													0
	Juvenile Dependency													0
	Civil Traffic													0
TOTAL NOAs =		0	0	0	0	0	0	0	0	0	0	0	0	0

County:

Contact:

E-Mail Address:

Quarter:

Version #:

Timeliness Measures 1: % of new cases OPENED within X business days after initial documents are clocked in								ACTION PLANS - If not meeting standard							
	Standard	# of Business Days	10/1/22 - 12/31/22	1/1/23 - 3/31/23	4/1/23 - 6/30/23	7/1/23 - 9/30/23	YTD	10/1/22 - 12/31/22		1/1/23 - 3/31/23		4/1/23 - 6/30/23		7/1/23 - 9/30/23	
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		Reason Code	Actions to Improve	Reason Code	Actions to Improve	Reason Code	Actions to Improve	Reason Code	Actions to Improve
Circuit Criminal (cases)	Total # of cases		-	-	-	-	-								
	# within 2 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
County Criminal (cases)	Total # of cases		-	-	-	-	-								
	# within 3 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
Juvenile Delinquency (cases)	Total # of cases		-	-	-	-	-								
	# within 2 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
Criminal Traffic (UTCs)	Total # of UTCs		-	-	-	-	-								
	# within 3 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
Circuit Civil (cases)	Total # of cases		-	-	-	-	-								
	# within 2 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
County Civil (cases)	Total # of cases		-	-	-	-	-								
	# within 2 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
Probate (cases)	Total # of cases		-	-	-	-	-								
	# within 2 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
Family (cases)	Total # of cases		-	-	-	-	-								
	# within 3 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
Juvenile Dependency (cases)	Total # of cases		-	-	-	-	-								
	# within 2 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								
Civil Traffic (UTCs)	Total # of UTCs		-	-	-	-	-								
	# within 4 business days	80%													
	% mtg level		100%	100%	100%	100%	100%								

Agenda Item 6 - Attachment 2

County: Quarter: Version #:

CCOC Form Version 1

Timeliness Measures 2: % of docket entries ENTERED within X business days after clock in/action taken date									ACTION PLANS - If not meeting standard							
		Standard	# of Business Days	10/1/22 - 12/31/22	1/1/23 - 3/31/23	4/1/23 - 6/30/23	7/1/23 - 9/30/23	YTD	10/1/22 - 12/31/22		1/1/23 - 3/31/23		4/1/23 - 6/30/23		7/1/23 - 9/30/23	
				1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		Reason Code	Actions to Improve	Reason Code	Actions to Improve	Reason Code	Actions to Improve	Reason Code	Actions to Improve
Circuit Criminal (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
County Criminal (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
Juvenile Delinquency (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
Criminal Traffic (UTCs)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
Circuit Civil (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
County Civil (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
Probate (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
Family (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
Juvenile Dependency (cases)	Total # of docket entries	80%	3					-								
	# within 3 business days							-								
	% mtg level			100%	100%	100%	100%	100%								
Civil Traffic (UTCs)	Total # of docket entries	80%	4					-								
	# within 4 business days							-								
	% mtg level			100%	100%	100%	100%	100%								

County:
Contact:
E-Mail Address:

Report Month:

Version #:

		NEW CASES											YTD Total	WEIGHTS
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23		
A1	Circuit Criminal													
	Felony Cases (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	8
	Appeals (AP cases) filed in Circuit Court (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	4
	Out of State Fugitive Warrants (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	3
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	0
	Total Circuit Criminal =	-	-	-	-	-	-	-	-	-	-	-	-	
A2	County Criminal													
	Misdemeanors/Worthless Checks (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	7
	County/Municipal Ordinances (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	5
	Non-Criminal Infractions (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	3
	Out of State Fugitive Warrants (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	3
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	0
	Total County Criminal =	-	-	-	-	-	-	-	-	-	-	-	-	
A3	Juvenile Delinquency													
	Delinquency Complaints, Incl Xfers for Disposition (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	7
	Non-criminal (1st offense) juvenile sexting cases	-	-	-	-	-	-	-	-	-	-	-	-	3
	Transfers for Jurisdiction/Supervision Only (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	4
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	0
	Total Juvenile Delinquency =	-	-	-	-	-	-	-	-	-	-	-	-	
A4	Criminal Traffic - UTCs													
	DUI (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	7
	Other Criminal Traffic (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	6
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	0
	Total Criminal Traffic - UTCs =	-	-	-	-	-	-	-	-	-	-	-	-	

County:

Contact:

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A5 Circuit Civil		NEW CASES												YTD Total	WEIGHTS
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23		
	Professional Malpractice (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	Products Liability (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	Auto Negligence (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	Condominium (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Contract and Indebtedness (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Eminent Domain Parcels (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	Other Negligence (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Commercial Foreclosure (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	Homestead Residential Foreclosure (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	9
	Non-Homestead Residential Foreclosure (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	8
	Other Real Property Actions (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Other Civil (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Involuntary Civil Commitment of Sexually Violent Predators (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	8
	Appeals (AP cases) filed in Circuit Court (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	4
	Writs of Certiorari (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Medical Extensions (Petitions to Extend) (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	1
	Transfers of Lien to Security (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	3
	Civil Contempt for FTA for Jury Duty (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	3
	Confirmation of Arbitration (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Out of State Commission for Foreign Subpoena (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Foreign Judgments (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	3
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Total Circuit Civil =		-	-	-	-	-	-	-	-	-	-	-	-	-	

A6 County Civil		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD Total	WEIGHTS
	Small Claims (up to \$5,000) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Small Claims (\$5,001 - \$8,000) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Civil (\$8,001 - \$15,000) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	5
	Civil (\$15,001 - \$30,000) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	5
	Civil (\$30,001 - \$50,000) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	5
	Replevins (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	4
	Evictions (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Other County Civil (Non-Monetary) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	4
	Foreign Judgments (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	3
	Applications for Voluntary Binding Arbitration (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Total County Civil =		-	-	-	-	-	-	-	-	-	-	-	-	-	

County:

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A7 Probate		NEW CASES												YTD Total	WEIGHTS
		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23		
	Probate (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	Guardianship (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	10
	Probate Trust (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	Baker Act (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Substance Abuse Act (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Other Social (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	4
	Involuntary Civil Commitment of Sexually Violent Predators (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	8
	Risk Protection Orders (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Wills on Deposit (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	1
	Pre-Need Guardianship (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	1
	Notice of Trust (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	1
	Petition to Open Safe Deposit Box (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Caveat (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Petition to Gain Entry to Apartment of Dwelling (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Cert of Person's Imminent Dangerousness (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	3
	Vulnerable Adults (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Total Probate =		-	-	-	-	-	-	-	-	-	-	-	-	-	

A8 Family		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD Total	WEIGHTS
	Simplified Dissolution (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	4
	Dissolution (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	9
	Injunctions for Protection (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Support (IV-D and Non IV-D) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	8
	UIFSA (IV-D and Non IV-D) (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	6
	Other Family Court (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	5
	Adoption Arising out of Chapter 63 (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	4
	Name Change (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	5
	Paternity/Disestablishment of Paternity (SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	7
	New Cases (Non-SRS)	-	-	-	-	-	-	-	-	-	-	-	-	-	2
	Cases unable to be categorized	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Total Family =		-	-	-	-	-	-	-	-	-	-	-	-	-	



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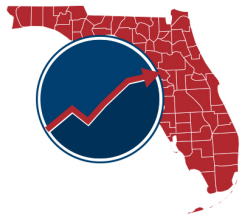
County:
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		NEW CASES											YTD Total	WEIGHTS
A9 Juvenile Dependency		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23		
Dependency Initiating Petitions (SRS)		-	-	-	-	-	-	-	-	-	-	-	-	9
Petitions to Remove Disabilities of Non-Age Minors (743.015) (SRS)		-	-	-	-	-	-	-	-	-	-	-	-	3
CINS/FINS (SRS)		-	-	-	-	-	-	-	-	-	-	-	-	4
Parental Notice of Abortion Act (SRS)		-	-	-	-	-	-	-	-	-	-	-	-	3
Truancy (Non-SRS)		-	-	-	-	-	-	-	-	-	-	-	-	4
Transfers for Jurisdiction/Supervision Only (Non-SRS)		-	-	-	-	-	-	-	-	-	-	-	-	4
DCF Dependency Petition for Injunction per Chapter 39 (Non-SRS)		-	-	-	-	-	-	-	-	-	-	-	-	4
Other New Cases (Non-SRS)		-	-	-	-	-	-	-	-	-	-	-	-	2
Cases unable to be categorized		-	-	-	-	-	-	-	-	-	-	-	-	0
Total Juvenile Dependency =		-	-	-	-	-	-	-	-	-	-	-	-	

A10 Civil Traffic - UTCs		Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD Total	WEIGHTS
Uniform Traffic Citations		-	-	-	-	-	-	-	-	-	-	-	-	-	1.5
Total Civil Traffic - UTCs =		-	-	-	-	-	-	-	-	-	-	-	-	-	



AGENDA ITEM 7

DATE: June 21, 2022
SUBJECT: Cases and Subcases Update
COMMITTEE ACTION: Information Only

- **March Cases**
 - The total cases reported were 377,727
 - This amount is 48,782 or 8 percent, below last March
- **April Cases**
 - The total cases reported were 337,136
 - This amount is 71,290, or 17 percent, below last April
- **CFY 2021-22 YTD Cases**
 - The total cases reported were 2,315,629
 - This amount is 291,209 or 11 percent, below the cases for CFY 2020-21
- **Trends**
 - **Civil Traffic continues to lag historical levels and last CFY**
 - There was an eight percent decrease in civil traffic cases in March/April 2022 compared to March/April 2021
 - **County Civil continues to slow**
 - There were 52k fewer county civil cases in March/April 2022 compared to March/April 2021
 - Last year county civil averaged 72k cases per month, this year it is down to 55k cases per month
 - Year to date county civil cases are down 25 percent from last year
 - **Circuit Civil continues to decline**
 - Circuit civil cases declined 24 percent since last year
 - **Criminal is down**
 - Felony is down 13 percent, misdemeanor is down 9 percent, criminal traffic is down 11 percent, and delinquency is up 5 percent

COMMITTEE ACTION: Information Only

LEAD STAFF: Jason L. Welty, CCOC Deputy Executive Director