



PIE COMMITTEE MEETING

August 31, 2022



Jeffrey R. Smith, CPA, CGMA
INDIAN RIVER COUNTY
EXECUTIVE COUNCIL CHAIR

Tiffany Moore Russell, ESQ.
ORANGE COUNTY
VICE-CHAIR

Laura E. Roth, ESQ.
VOLUSIA COUNTY
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GENERAL COUNSEL

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

PIE COMMITTEE MEETING

August 31, 2022

Meeting: 1:00 PM, Eastern

WebEx Link: <https://flclerks.webex.com/flclerks/j.php?MTID=m7f8db257e6805c71dd032293d07f3645>

Meeting Code: 2312 498 0480, **Password:** CCOC

Conference Call: 1-866-469-3239, **Access Code:** 2312 498 0480

- 1) Call to Order and Approve Agenda.....Hon. Laura E. Roth
- 2) Approve minutes from 6/21/22 MeetingMarleni Bruner
- 3) CFY 2021-22 Quarter 3 PMAP Report.....Marleni Bruner
- 4) Update on PIE Workgroups.....Marleni Bruner
- 5) Case/Subcases Update.....Jason L. Welty
- 6) Other Business.....Hon. Laura E. Roth

Committee Members: Laura E. Roth (Volusia), Chair, Gary J. Cooney (Lake), Roger D. Eaton (Charlotte), Brenda D. Forman (Broward), Tara S. Green (Clay), Crystal K. Kinzel (Collier), Matt Reynolds (Putnam), Tiffany Moore Russell (Orange), Victoria L. Rogers (Hardee), Clayton O. Rooks (Jackson), Angela Vick (Citrus)

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Minutes of June 21, 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 June 21, 2022. An agenda and materials were distributed before the meeting and posted on the CCOC website. Provided below is a summary of staff notes from the meeting. These staff notes are designed to document committee action, not to be a 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**.

1. Agenda Item 1 – Call to Order and Approve Agenda

Clerk Laura Roth, PIE Committee Chair, called the meeting to order. Marleni Bruner, CCOC Performance, Policy, and Education Director, conducted the roll call.

Present for meeting via Webex: Clerk Laura Roth, Clerk Gary J Cooney, Clerk Roger Eaton (joined after roll call), Clerk Tara Green, Clerk Matt Reynolds, Clerk Tiffany Moore Russell, Clerk Victoria Rogers, Clerk Clayton Rooks, Clerk Donald Spencer, and Clerk Angela Vick.

Absent from the meeting: Clerk Brenda Forman and Clerk Carolyn Timmann.

A motion to approve the agenda was made by Clerk Spencer and seconded by Clerk Rooks. The motion was adopted by consent.

2. Agenda Item 2 – Approve Minutes from 2/28/2022 Meeting

A motion to approve the agenda was made by Clerk Vick and seconded by Clerk Cooney. The minutes were adopted without objection.

3. Agenda Item 3 – CFY 2021-2022 Quarter 2 Performance Measures and Action Plans Report

Forty-five clerk offices required an action plan related to collections, ten clerk offices required an action plan for not filing cases timely, and ten clerk offices required an action plan for not docketing cases timely. Five counties did not issue jury summons, and sixty-two counties issued summons. A total of sixty-three counties issued payments, fifty-eight 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. Clerk Vick asked why the five counties were not timely. Ms. Bruner responded that each county had isolated incidents.

4. Agenda Item 4 – Update on PIE Workgroups

Ms. Bruner reported that the Collection and Timeliness Workgroup met on April 5, 2022, to discuss changes in performance measures relating to Circuit Criminal and Civil Traffic. The workgroup requested more time to review the data, and no recommendations have been made. The Collection and Timeliness Workgroup met again on May 3, 2022, requesting more data regarding the Circuit Criminal performance measure. It was noted that a standard that fifty-one percent cannot achieve may not be a reasonable standard. Therefore, it was suggested to reduce the standard. Clerk Vick stated that she was not for lowering the bar and that keeping the current standards would send a message to our legislation that adequate resources are unavailable. Clerk Green stated that she agrees that the standard should be lowered to eighty-five percent, except that it needs to be documented. COCC Deputy Executive Director, Jason Welty, stated that payment plans may lead to collecting outside of the five-quarter period. Therefore, payment plans can lead to failure in the performance measure. Clerk Spencer noted that he was concerned with collections, not the five-quarter report. Clerk Vick mentioned more education for collections. Ms. Bruner informed the attendees that regional compliance workshops are planned to educate smaller counties on their resources.

Clerk Vick made a motion to accept the recommendation to lower the standard to eighty-five percent. Clerk Green seconded the motion, with the agreement to note why. The motion was adopted unanimously.

The Performance Measures Workgroup is considering new measurements to explain the services clerks provide. No recommendations were available at that time.

5. Agenda Item 5 – Update to Indigency Business Rules

Mr. Welty stated that there were updates to formatting and grammatical changes. No questions or concerns.

A motion was made to adopt changes to the Indigency Business Rules by Clerk Green and seconded by Clerk Reynolds. The motion was adopted unanimously.

6. Agenda Item 6 – Update to New Case Counting Business Rules

Mr. Welty introduced Denise Bell, the clerk staff member that led the New Case Counting Workgroup. She reported that the New Case Counting Business Rules Workgroup reviewed case counts that exceeded the standard deviation. Sometimes, the workgroup found misunderstandings about what counties are and are not to report. The workgroup has also found opportunities where the business rules could be clarified. The workgroup recommended additional case types and to keep others as they used to be reported. In County Civil, the workgroup recommended that they remove the registry deposits without an underlying case from the reporting requirements. In Family Law, the workgroup recommended item 2.b.v. be removed.

Clerk Cooney motioned to adopt the changes recommended by the workgroup. Clerk Vick seconded the motion. No questions or discussion. The motion was unanimously adopted.

Ms. Bruner stated that a motion is required to approve the changes in the outputs form associated with the changes to the New Case Counting Business Rules adopted.

Clerk Cooney motioned to approve the changes in the outputs form, and Clerk Vick seconded. No questions or discussion. The motion was unanimously adopted.

The new case type added due to legislative action, "Civil (\$30,001 - \$50,000) (SRS)," needs an associated case weight. The case weight workgroup suggested a weight of "5" and presented it for approval.

A motion was made by Clerk Cooney and seconded by Clerk Vick to adopt the changes in case weight. No questions or discussion. The motion was unanimously adopted.

7. Agenda Item 7 – Cass and Subcases Update

Clerk Eaton joined the Webex.

Mr. Welty reviewed the information provided in his memo as part of the packet. March and April saw a rise in PIP cases and saw an impact from the small claim law change. Cases continue to slow. Clerks are making progress but are hitting a plateau.

Clerk Roth pointed out that during times of economic strain, less tickets are written. Mr. Welty encouraged the clerk's office to continue to collect where they can. Total revenue is up 1% from where we are estimated; however, these trends could impact that estimate.

8. Agenda Item 8 – Other Business

Mr. Welty discussed setting the next year's meetings on a quarterly basis for the entire year so everyone can plan accordingly. There will be one or two more meetings for the 2022 calendar year.

MINUTES OF JUNE 21, 2022 PIE COMMITTEE MEETING

Clerk Green asked if any workgroup had been able to find how to apply collection activity and performance to a budgeting process. Mr. Welty suggested that the Framework Workgroup look into this.

Clerk Reynolds stated that as a new clerk, he is committed to looking at their collections process to see where they can improve. Clerk Roth let him know that there are resources available through the CCOC. John Dew, CCOC Executive Director, pointed out that CIS is a resource provided by a contract with the CCOC.

With no further comments, the PIE Committee adjourned the meeting at 11:20 AM.

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AGENDA ITEM 3

DATE: August 31, 2022
SUBJECT: CFY 2021-22 Quarter 3 PMAP Report
COMMITTEE ACTION: Information Only

OVERVIEW:

CCOC completed the CFY 2021-22 Quarter 3 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.

Report Highlights

- There were 49 clerk offices that required an action plan related to collections, seven clerk offices required an action plan for not filing cases timely, and six clerk offices required an action plan for not docketing cases timely.
- Five counties did not issue jury summons, and 64 counties issued payments. Of the counties that issued jury summons, five counties required an action plan for not paying jurors on time.

Performance Measure Spotlight

With the completion of the Quarter 3 PMAP report, CCOC is also providing a six-year history of each county's Collection Performance for the first three quarters of the fiscal year. This chart combines the assessment and the 5-Quarter collections of the Circuit Criminal, County Criminal, Criminal Traffic, Juvenile Delinquency, and Civil Traffic court divisions.

From October 1, 2020, to June 30, 2021, there was \$515.2 million assessed in criminal and civil traffic court divisions. Through the first three-quarters of CFY 2021-22, clerks collected 54.49 percent of those assessments. This collection rate is in line with the first three-quarters of CFY 2019-20 and CFY 2020-21 but down slightly from 57 percent collected through the first two quarters of this year.

The revenue collected in July was \$35.1 million, which is one of the lowest of the year. In addition, it is the least amount collected in July in the last five years, except for the pandemic-impacted July 2020.

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CFY 2021-22 QUARTER 3 PMAP REPORT

As civil cases continue a downward trend statewide, clerks can offset the civil 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 Three-Quarters of each CFY

Collections Performance - Criminal and Civil Traffic Divisions						
First Three-Quarters of each CFY						
County	CFY 2016-17	CFY 2017-18	CFY 2018-19	CFY 2019-20	CFY 2020-21	CFY 2021-22
Alachua	69%	65%	61%	62%	68%	60%
Baker	47%	45%	47%	52%	42%	48%
Bay	47%	49%	40%	37%	33%	37%
Bradford	76%	54%	69%	75%	76%	54%
Brevard	56%	53%	56%	53%	52%	55%
Broward	61%	58%	61%	61%	56%	69%
Calhoun	46%	38%	31%	32%	21%	29%
Charlotte	32%	56%	45%	54%	54%	49%
Citrus	36%	44%	39%	39%	39%	31%
Clay	68%	75%	62%	63%	69%	72%
Collier	76%	35%	56%	52%	60%	75%
Columbia	59%	48%	44%	41%	56%	60%
Desoto	37%	31%	39%	48%	40%	51%
Dixie	37%	35%	39%	45%	56%	28%
Duval	50%	54%	56%	55%	50%	59%
Escambia	41%	48%	42%	22%	31%	34%
Flagler	53%	58%	64%	71%	59%	68%
Franklin	50%	40%	40%	44%	46%	53%
Gadsden	67%	58%	61%	53%	54%	68%
Gilchrist	68%	41%	34%	66%	79%	45%
Glades	84%	81%	75%	85%	85%	69%
Gulf	48%	48%	44%	39%	39%	49%
Hamilton	58%	64%	62%	55%	56%	72%
Hardee	63%	58%	62%	50%	29%	60%
Hendry	70%	57%	53%	65%	70%	74%
Hernando	54%	52%	42%	36%	41%	43%
Highlands	48%	33%	27%	32%	40%	49%
Hillsborough	45%	50%	47%	41%	54%	41%
Holmes	36%	38%	34%	27%	35%	39%
Indian River	61%	54%	56%	57%	59%	60%
Jackson	60%	61%	57%	58%	57%	64%
Jefferson	85%	81%	80%	81%	82%	79%
Lafayette	43%	55%	50%	35%	47%	41%
Lake	47%	49%	50%	46%	48%	50%



Collections Performance - Criminal and Civil Traffic Divisions						
First Three-Quarters of each CFY						
County	CFY 2016-17	CFY 2017-18	CFY 2018-19	CFY 2019-20	CFY 2020-21	CFY 2021-22
Lee	65%	65%	62%	61%	65%	56%
Leon	53%	48%	49%	45%	42%	49%
Levy	51%	65%	54%	55%	61%	73%
Liberty	49%	64%	71%	64%	50%	74%
Madison	68%	67%	61%	69%	68%	54%
Manatee	59%	48%	49%	53%	59%	62%
Marion	49%	50%	48%	37%	40%	34%
Martin	64%	70%	65%	62%	57%	67%
Miami-Dade	61%	64%	67%	67%	57%	54%
Monroe	68%	72%	65%	69%	69%	75%
Nassau	72%	64%	63%	67%	58%	59%
Okaloosa	42%	43%	45%	49%	54%	58%
Okeechobee	44%	45%	45%	40%	49%	40%
Orange	61%	61%	59%	60%	63%	56%
Osceola	42%	54%	41%	47%	58%	67%
Palm Beach	37%	63%	59%	58%	65%	65%
Pasco	52%	54%	49%	40%	46%	48%
Pinellas	53%	56%	49%	50%	53%	52%
Polk	47%	43%	44%	43%	43%	49%
Putnam	30%	30%	35%	30%	26%	26%
Saint Johns	58%	59%	56%	64%	61%	60%
Saint Lucie	62%	59%	58%	63%	68%	66%
Santa Rosa	60%	55%	56%	57%	54%	48%
Sarasota	63%	59%	59%	55%	59%	63%
Seminole	57%	58%	58%	43%	56%	60%
Sumter	62%	65%	57%	51%	56%	58%
Suwannee	32%	51%	42%	41%	62%	54%
Taylor	43%	40%	40%	53%	48%	50%
Union	57%	58%	40%	32%	37%	49%
Volusia	52%	46%	55%	51%	52%	51%
Wakulla	62%	56%	52%	50%	53%	54%
Walton	52%	62%	62%	54%	59%	57%
Washington	46%	37%	33%	31%	29%	43%
Grand Total	53%	55%	54%	52%	54%	54%



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AGENDA ITEM 4

DATE: August 31, 2022
SUBJECT: Workgroups Update
COMMITTEE ACTION: Information Only

OVERVIEW:

Review Collection and Timeliness Workgroup – the workgroup has been collecting data for timeliness tracking. The data will be compiled and reviewed for an upcoming workgroup meeting. More information will be posted when that meeting has been scheduled.

Future and Wholistic Review Workgroup – nothing to report at this time.

Case Weights & Framework – nothing to report at this time.

COMMITTEE ACTION: Information Only

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

ATTACHMENTS: None

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AGENDA ITEM 5

DATE: August 31, 2022
SUBJECT: Case/Subcases Update
COMMITTEE ACTION: Information Only

- **June Cases**
 - The total cases reported were 430,794
 - This amount is 14,104 or 3 percent, below last June
- **July Cases**
 - The total cases reported were 337,136
 - This amount is 27,683, or 7 percent, above last July
- **CFY 2021-22 YTD Cases**
 - The total cases reported were 3,845,982
 - This amount is 763,376 or 17 percent, below the cases for CFY 2020-21
- **Trends**
 - **Civil Traffic continues to lag historical levels but is up over last year**
 - There is a 6 percent increase over last year, but a 10 percent gap between the current year and the baseline year of CFY 2018-19
 - **County Civil continues to slow**
 - There were 6,235 fewer county civil cases in June/July 2022 compared to last year
 - Last year, county civil averaged 75k cases per month, this year, it is down to 64k cases per month
 - Year to date, county civil cases are down 15 percent from last year
 - **Circuit Civil continues to decline**
 - Circuit civil cases declined 13 percent year over year
 - **Criminal is slightly up year over year, but down from historical levels**
 - Felony is down 2 percent, misdemeanor is up 7 percent, criminal traffic is down 3 percent, and delinquency is up 25 percent

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CASES/SUBCASES UPDATE

- The Criminal Divisions in CFY 2021-22 is 17 percent below CFY 2018-19.

COMMITTEE ACTION: Information Only

LEAD STAFF: Jason Welty, CCOC Deputy Executive Director

ATTACHMENT: None