



**MINUTES OF THE EXECUTIVE COUNCIL MEETING
FLORIDA CLERKS OF COURT OPERATIONS CORPORATION (CCOC)**

DATE: March 16, 2026

TIME: 2:30 PM – 5:00 PM

LOCATION: World Equestrian Center in Ocala, Florida

CALL TO ORDER

Chair Green called the meeting to order at 2:30 PM.

ROLL CALL

Clerk Michelle Miller conducted the roll call.

Present:

Chair Tara Green

Vice-Chair Todd Newton

Treasurer/Secretary Michelle Miller

Clerk Stacy M. Butterfield

Clerk Nadia K. Daughtrey

Clerk Victoria L. Rogers

Clerk Juan Fernandez-Barquin

Clerk Jody Phillips

Clerk Ken Burke

Clerk Tiffany Moore Russell

Judge Bertila Soto

A quorum was established.

1. Public Comment

Chair Green opened the floor for public comment.

Clerk Kinzel provided public comment regarding concerns with the budget process, including:

- Concerns about revenue projections and underreporting
- Inequities in budget allocations across counties
- Reliance on trust fund distributions due to inaccurate forecasting
- Jury funding challenges at the county level
- The importance of requiring balanced budgets to improve transparency

No additional public comments were made.

2. Approval of Minutes (December 18, 2025)

Clerk Ken Burke asked that his name be added to the meeting attendees, as he was present.

- **Motion to approve:** Clerk Butterfield
- **Second:** Clerk Phillips

- **Vote:** Approved unanimously

3. Treasurer's Report

Clerk Miller presented the Treasurer's Report.

- The organization is under budget by approximately \$295,000
- Approximately 30% of the budget has been expended
- 42% of the fiscal year has elapsed
- **Action:** Informational only; no action required.

4. Committee Updates

a) Budget Committee

Clerk Butterfield provided an update:

- FY 2026–2027 base budget set at \$532.5 million plus FRS adjustments
- \$1.1 million allocated to the Clerk's Reserve Fund (total now \$5.1 million)
- Four active workgroups:
 - Jury
 - Additional Budget Components
 - Reserve Fund Policy
 - Vacancies Policy
- Additional revenue opportunities discussed, including legislative impacts and REC updates
- **Action:** Informational only

b) Legislative Committee

Clerk Timmons reported:

- House Bill 925 passed (Senate unanimously; House 101–5)
- Key impacts:
 - Retention of 100 percent of the cumulative excess revenue (~\$13.3 million for FY 2027-28)
 - Redistribution of civil traffic revenues (~\$8.1 million impact)
 - Reinstatement of 10 percent fine for UTC funding (impact pending)
- Ongoing legislative budget negotiations
- Additional funding requests remain under consideration
- **Action:** Informational only

c) Performance Improvement and Efficiencies Committee (PIE)

Update included:

- Review of Q1 performance measures and filing trends
- Continued work on updated performance metrics
- Development of PAC framework and reporting tools
- Review and update of indigency forms

Motion: Approve updated indigency forms (English versions) and submit translated versions (Spanish and Haitian Creole) to the Supreme Court with disclosure regarding translation source

- **Second:** Clerk Phillips
- **Vote:** Approved unanimously

d) Education Committee

Mr. Welty provided an update:

- Newly established committee focused on court-related education
- Emphasis on training, operational efficiency, and leadership development
- Collaboration with FCCC on education initiatives
- Development of training resources and learning management tools
- **Action:** Informational only

5. Contract Review

Mr. Welty presented three contracts:

1. Website Hosting Services
 - Recommended vendor: Kerrigan Marketing Associates
 - Cost savings of approximately \$10,000
2. Financial Management Software
 - Vendor: Aclarian
 - Replacement of QuickBooks Online
 - Not to exceed \$31,000
3. Education Services (FCCC Contract)
 - Transition to credit-hour model
 - Increased flexibility in training delivery
 - Annual cost is approximately \$439,000

6. Executive Director Performance Review

Chair Green summarized feedback:

- Overall positive evaluation
- Noted strengths:
 - Leadership during transition
 - Organizational improvements
 - Strong legislative and stakeholder relationships
- Continued focus on operational alignment and service delivery
- **Action:** Informational only

7. Other Business

With no further business, the meeting was adjourned at 3:42 PM.