



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

DATE: June 22, 2026

TIME: 2:30 PM

LOCATION: Omni Resort at ChampionsGate Orlando

CALL TO ORDER

Vice Chair Newton called the meeting to order at 2:32 PM

ROLL CALL

Vice Chair Todd Newton

Secretary/Treasurer Michelle R. Miller

Clerk Stacy M. Butterfield

Clerk Tiffany Moore Russell

Clerk Victoria Rogers

Clerk Jody Phillips

Clerk Ken Burke

Clerk Juan Fernandez-Barquin

Clerk Nadia Daughtry

Judge Bertila Soto

A quorum was established. Chair Green was excused.

1. Public Comment

Clerk Newton opened the floor for public comment; no one from the public addressed the Council.

2. Approval of Minutes (March 16, 2026)

The minutes of the March 16, 2026, Executive Council meeting were approved without corrections.

- **Motion to approve: Clerk Russell**
- **Second: Clerk Burke**
- **Vote: Approved unanimously**

3. Treasurer's Report

Clerk Miller reported that CCOC has expended approximately 51 percent of its budget, with a clean audit and no findings. Dana Powell, the Council's outside auditor, confirmed the clean audit and answered questions from Council members.

4. Presentation and Approval of the FY 2026-27 Office Budget

Mr. Welty presented the proposed FY 2026-27 CCOC office budget, noting a flat budget with a 4.25 percent increase in personnel lines and a reduction in contracted services.

- **Motion to approve: Clerk Burke**
- **Second: Clerk Russell**
- **Vote: Approved unanimously**

The Council approved the proposed FY 2026-27 CCOC office budget of \$2.6 million.

5. Committee Updates

A. Budget Committee Report

- Clerk Butterfield provided an update on the Budget Committee, including development of the FY 2026-27 budget. The committee allocated \$1.1 million to the clerks' reserve fund and will meet in July to set the official revenue amount.
- Clerk Butterfield presented two policy and procedure documents for Council approval: updates to the jury management policy and the reserve fund policy.
- **Motion to approve amendment for Jury Management: Clerk Russell**
- **Second: Clerk Miller**
- **Vote: Approved unanimously**
- **Motion to approve amendment for Reserve Fund Policy: Clerk Russell**
- **Second: Clerk Burke**
- **Vote: Approved unanimously**

B. Performance and Improvement (PIE) Committee Report

- Clerk Roth provided an update on the PIE Committee, including statewide case activity and the PMAP report. The committee reviewed the PAC framework and performance measures, including a revised structure and a new local administrative orders template.
- The committee will hold a single-subject meeting in late July to review weighted workload measures.

C. Legislative Committee Report

- Clerk Timmann provided an update on the Legislative Committee, highlighting key accomplishments from the legislative session. The Legislature passed HB 5001, securing \$1.83 million in non-recurring funding for substance abuse and mental health cases, and provided \$4.8 million in additional recurring funding for jury-related expenditures.
- House Bill 925 authorizes clerks to retain 100 percent of excess revenue and adjusts the distribution of traffic violation fees. The Legislature also made updates to the FRS retirement system, resulting in \$1.4 million in savings for clerks.

D. Education Committee Report

- Clerk Swisher reported on the formation of the Education Committee to identify gaps in training and education for clerks' offices. The committee is developing a three-tier training module to capture all stages of employee development, along with a three- to five-year education strategy to move training from reactive to proactive. The committee encouraged feedback and participation from all members.

6. Trial Court Budget Commission (TCBC) Report

Judge Bertila Soto provided an update on the Trial Court Budget Commission (TCBC), including approval of the FY 2026-27 allocations for recurring appropriations. The Commission identified trial court funding issues for further analysis, including information technology resources and salary inequities. The TCBC will meet again on August 13 to make recommendations to the Supreme Court for the judicial branch's FY 2027-28 legislative budget request.

7. CCC Election Results

Mr. Welty introduced the results of the CCC elections and turned the floor over to Clerk Miller, who announced the newly elected officers and committee members.

8. Other Business

No other business was brought before the Council.

Meeting adjourned at 3:10 PM