

Twentieth Judicial Circuit Certified Civil Process Server Review Board

MINUTES OF MEETING

July 20, 2009

2:00 p.m.

1415 Dean Street., Ft. Myers, FL 33901

In attendance:

Board Members: Ernie Averill, Chair
Robert Tardif, Vice Chair
Lynette Young, Secretary
Lt. Lewis – Board Member
Sgt. Chris Webb

1. Quorum present.

2. Minutes of the June 15th meeting were not available for review. Accepting the minutes was tabled until next month.

3 Point of business – The Chief Judge has approved the capping the list of process servers at 125 members.

4. Development of the guidelines for the waiting list. Possible ideas were first come, first served, residency requirement, letters of sponsorship, past background criminal history, final grade on their exam from the 40-hour class, letters of reference. Each possible item was discussed.

The recommendations for the guidelines are (in order of importance):

- o Circuit Residency
- o Sponsorship of applicant. Applicant providing letter from company / lawyer with whom they would be working for.
- o Date the complete application was received.
- o Overall qualification / quality of the applicant (interview before the Review Board)

5. Meeting is adjourned 3:10 pm.