



Accredited by the Florida Corrections
Accreditation Commission

Lee County Pretrial Services is located on
the third floor of the Justice Center. Our
mailing address is:
1700 Monroe Street Fort Myers, FL 33901

Main Office- (239) 533-8400

Fax- (239) 485-2733

- Administration
- Case Supervision
- Felony Case Management
- Felony Drug Court Program
- Screening for appointment of counsel

Lee County Intake/Jail- (239) 477-1584

- Intake & Investigation
- First Appearance
- Jail Management

For more information on Pretrial Services or other court
programs within the 20th Judicial Circuit, please visit our
website at www.ca.cjis20.org

Affiliate Memberships & Organizations

National Association of Pretrial
Associations

NAPSA.ORG

** The department abides by the NAPSA Code of
Ethics and fully supports the NAPSA Standards on
Pretrial Release.*

Association of Pretrial
Professionals of Florida

APPF.ORG

** The department represents the statewide pre-
trial organization for the southwest Florida region,
encouraging training, uniformity and information
sharing amongst pretrial agencies across the state.*

National Center for State Courts

NCSC.ORG

** The department adheres to Trial Court Perform-
ance Standards & Cour Tool Performance Meas-
ures to guide in measuring success.*



**20th Judicial Circuit of Florida
Administrative Office
of the Courts**



**LEE COUNTY
PRETRIAL SERVICES**

239-533-8400

DEPARTMENT OVERVIEW

The Lee County Pretrial Services Department was established under the Administrative Office of the Courts in 1988. The department provides direct case-flow management services to the judiciary presiding within the criminal division in Lee County as one of the National Association of Court Management's primary purposes and responsibilities of courts.

Our mission is to provide comprehensive case management services to the courts, from case inception through case closure, via professional staff committed to the highest standards of excellence.

Our vision is to be a leader within the court system by developing an empowered workforce that embodies integrity, excellence, and accountability, delivering the highest quality of services. Employee growth is fostered through education, training and development.

The department is comprised of three units, along with clerical support, to include:

- * The Intake & Investigations Unit
- * The Case Supervision Unit
- * The Felony Case Management Unit

ACCREDITATION & NATIONAL STANDARDS

The Lee County Pretrial Services Department earned initial accreditation in 2009 through the Florida Corrections Accreditation Commission (FCAC) and was re-accredited in May of 2012. Accreditation has long been a means of maintaining the highest standards of professionalism, increasing the integrity of the criminal justice process and the agency's role. Accreditation allows for independent verification of business practices, increasing agency accountability while ensuring the agency is utilizing best practices resulting in the most efficient and effective operations.

The department also continues to remain aligned with national standards established by the America Bar Association (ABA) and the National Association of Pretrial Services Agencies (NAPSA).



INTAKE & INVESTIGATION

The Intake & Investigations Unit is a 24/7 operation located inside the Lee County Jail. The primary functions include:

- * Collection, verification and investigation of demographic and criminal history information
- * Assessment of risk and need for every booked defendant
- * Determination of indigence for interim appointment of counsel (appointment of the Public Defender when eligible)
- * Presentation of compiled information to the First Appearance Judge to aid in the release decision
- * Continuous review all non-sentenced incarcerated defendants prior to arraignment so that appropriate, non-violent misdemeanor cases are placed on a Jail Management Docket for potential release from custody or early resolution of the case release decision

CASE SUPERVISION

The Case Supervision Unit supervises all defendants released on pretrial supervision and who enter misdemeanor diversion.

The primary functions for the pretrial supervision team include:

- * Monitor cases from arrest to disposition
- * Develop reporting plans based on risk and need
- * Enforce conditions such as no contact orders and random drug and alcohol screens
- * Refer to diversionary programs whereby eligible cases are diverted from the traditional track and often able to address mental health and substance abuse needs
- * Immediately report violations to the court
- * Provide court date reminders to decrease failure to appear rates

The primary functions for the misdemeanor diversion team include:

- * Verify eligibility for the program
- * Review conditions of the Deferred Prosecution Agreement
- * Explain consequences of success and failure
- * Monitor cases to ensure program requirements are completed within specified guidelines
- * Verify compliance via treatment/educational providers
- * Report compliance for case closure

FELONY CASE MANAGEMENT

The Case Management Unit monitors and tracks all cases at each stage as they move through the judicial system.

The primary functions for the Case Management Unit include:

- * Manage cases according to their nature/complexity and facilitate early disposition of appropriate cases
- * Facilitate court scheduling in accordance with time goals
- * Track and provide the court with case status updates
- * Serve as a liaison between agencies for information sharing
- * Facilitate on-time disposition of cases
- * Generate performance measures and age pending reports
- * Research cases beyond time goals to identify reasons for delay and facilitate case progression

FELONY DRUG COURT PROGRAM

The primary functions for the drug court program include:

- * Facilitate early identification and processing of diversion referrals
- * Monitor compliance with drug court program guidelines
- * Track and provide the court with program and participant updates
- * Track and report court outcomes
- * Serve as a liaison for the drug court team
- * Facilitate exit interviews and graduations

CLERICAL SUPPORT

Support staff performs crucial functions to support each unit.

The primary functions for the clerical team include:

- * Provide administrative support
- * Screen for indigence after First Appearance
- * Prepare court orders and files
- * Track court outcomes and statistics
- * Prepare court date reminders for defendants released on recognizance and track appearance compliance
- * Assist the public in person and via the call center