ADMINISTRATIVE PLAN

Courts of the Twentieth Judicial Circuit in and for the State of Florida

Lee County Collier County Charlotte County Hendry County Glades County



Administrative Office of the Courts
Twentieth Judicial Circuit
Lee County Justice Center
1700 Monroe Street
Fort Myers, Florida 33901

December 2018

INTRODUCTION

Rule 2.215, Florida Rules of Judicial Administration, requires the Chief Judge of each Circuit to develop an Administrative Plan for the efficient and effective administration of the Courts and judicial resources within the Circuit.

The Administrative Plan is to provide for the general operational policies of the Court including the assignment of judges to divisions, the prompt disposition of cases, control of the dockets, mandatory periodic review of the status of the inmates of the county jail, and regulation of the use of court facilities, including courtrooms and hearing rooms, and other administrative matters.

The Courts of the Twentieth Judicial Circuit already maintain a compendium of local Administrative Orders, Local Rules (approved by the Florida Supreme Court), and Judicial Division Assignment Orders, all of which are posted and available for viewing on the website of the Administrative Office of the Courts for the Twentieth Judicial Circuit at www.ca.cjis20.org. The local Administrative Orders, Local Rules, and Judicial Division Assignment Orders are incorporated by reference into this Administrative Plan. Over time, local Administrative Orders, Local Rules, and Judicial Assignment Orders may be added, vacated, or amended, and the most recent versions are to be considered as part of this Administrative Plan. The Appendix to this Administrative Plan attaches the current versions of select local Administrative Orders and Local Rules expressly referenced herein. However, future readers are advised to check for the most recent versions available on the Administrative Office of the Court's website to determine if there have been any subsequent amendments or revisions applicable to this Administrative Plan. The most recent versions will control, regardless of the current versions referenced within this Administrative Plan and attached as part of the Appendix.

Likewise, this Administrative Plan may be revised in the future, as may be appropriate and as may be approved by the Chief Judge.

As the current Chief Judge of the Twentieth Judicial Circuit, I, Michael T. McHugh, hereby approve the current version of this Administrative Plan for the Twentieth Judicial Circuit.

Michael T. McHugh, Chief Judge

12/11/18

Date

I. DESCRIPTION OF THE CIRCUIT

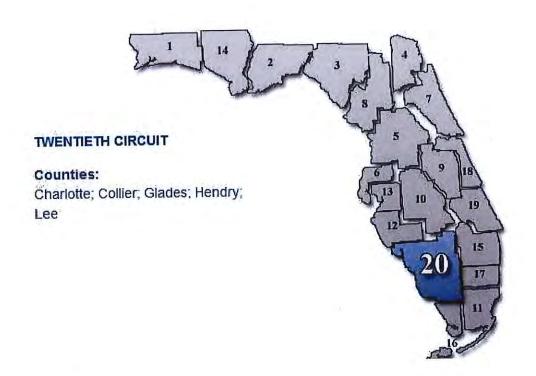
The Twentieth Judicial Circuit is comprised of five (5) counties:

- Lee County
- Collier County
- Charlotte County
- Hendry County
- Glades County

The Twentieth Judicial Circuit is the largest geographical circuit in the State of Florida, encompassing a total of 5,451 square miles, which is 10.1% of the entire State of Florida and 9.4% larger than the next largest circuit.

Lee County, Collier County, and Charlotte County are coastal counties and are the more heavily populated of the five (5) counties. Hendry County and Glades County are inland, are rural in nature, and are significantly less populated.

Lee County is the most heavily populated of the five (5) counties and is to be considered the main headquarters of the Courts of the Twentieth Judicial Circuit for administrative purposes.



ROLE OF THE ADMINISTRATIVE OFFICE OF THE COURTS II.

The Administrative Office of the Courts of the Twentieth Judicial Circuit (AOC) provides administrative and operational support to the Circuit and County Courts under the direction and management of the Trial Court Administrator. The goal of the AOC is to always provide professional, efficient, and effective services to the courts with equality, fairness, and integrity.

The Mission Statement of the AOC of the Twentieth Judicial Circuit is as follows:

The mission of the Administrative Office of the Courts of the Twentieth Judicial Circuit is to provide the highest level of professional service with integrity, equality, and respect that supports the judiciary in their efforts to protect rights and liberties, ensure access to justice for all citizens, and provide for the peaceful resolution of disputes in a fair and timely manner.

The Core Business Functions of the AOC of the Twentieth Judicial Circuit are:

- Adjudication Provide support to ensure the fair and timely resolution of disputes brought before the Court.
- Due Process Services Seek and secure adequate resources to support the needs of the Court.
- Governance Account for the prudent and efficient use of all allocated resources.

In meeting and satisfying the goals, mission statement, and core business functions, the AOC, under the direction and management of the Trial Court Administrator, provides extensive support to the Chief Judge and judiciary. The AOC maintains an organizational chart, which reflects the structure of the AOC designed to provide the most efficient and effective support. The organizational chart is attached and incorporated herein.

Areas of administrative support provided by the AOC include:

- Financial and Budget Management
- Personnel Services, including education and training
- Public Information and Public Relations
- Record Management
- Technology Support
- Court Security and Screening (directly or indirectly depending upon the county)
- Facilities Management (in conjunction with counties)
- Facilities Planning (in conjunction with counties)
- Statistical Data and Analysis
- Strategic Planning
- Legal Support
- Contract Management Services

Areas of operational support provided by the AOC include:

- Felony Case Flow Management
- Pretrial Services (Lee and Charlotte Counties), including:
 - o Jail Intake Interviews
 - o Pretrial Risk Assessment
 - Pretrial Release Supervision
- County Court Probation Supervision
- Diversion Programs
- Specialty Courts, including:
 - Drug Court
 - Mental Health Court
 - Veterans Court
- Civil Case Flow Management
- Family Law/Unified Family Court Case Flow Management
- Pro se Litigant Programs for Family Law and Domestic Violence (Lee County)
- Public Guardian Contracts
- Teen Court and Juvenile Arbitration
- Mediation/Alternative Dispute Resolution Programs
- Citizen Dispute Settlement Program (Lee County)
- Due Process Services management, including:
 - Electronic Court Reporting and Live Court Reporting
 - o Court Interpreters, utilizing both employees and contractors
 - o Forensic Expert Witnesses
- Management of Chief Judge's Registries, including:
 - o Court-Appointed Attorneys
 - o Certified Process Servers
 - o Electronic Monitoring
 - Supervised Visitation Providers
 - o Parenting Coordination Providers
 - Therapy Dog Service Providers
- Magistrates for Civil and Family Law/Unified Family Court
- Child Support Enforcement Hearing Officers
- Civil Traffic Infraction Hearing Officers
- Staff Attorney Support
- Intern/Extern Coordination
- Volunteer Coordination
- Law Library (Lee County)

III. CHIEF JUDGE OF THE TWENTIETH JUDICIAL CIRCUIT

The Chief Judge is the administrative officer of all courts within the Twentieth Judicial Circuit and is responsible to the Chief Justice of the Florida Supreme Court. The Chief Judge is responsible for:

- The formation and implementation of policies and priorities for the operation of the courts and the judiciary.
- The administrative supervision over all judges and court personnel.
- Ensuring the efficient and proper administration of all courts, taking into consideration available resources.
- The assignment of judges to the various courts and divisions.
- Regulating the use of all court facilities.
- Examining and monitoring the dockets of the courts.
- Monitoring the status of postconviction and collateral relief proceedings for defendants sentenced to death.
- Examining the status of inmates in the county jails on a regular basis.
- Ensuring that judges presiding over capital cases, in which the State is seeking the death penalty, are qualified to do so.
- Exercising reasonable efforts to promote and encourage diversity in the administration of justice.
- Any other duties identified in Rule 2.215, Fla. R. Jud. Admin., or as directed by the Chief Justice of the Florida Supreme Court.

As required by Rule 2.215, Fla. R. Jud. Admin., the Chief Judge of the Twentieth Judicial Circuit is to serve terms of two (2) years commencing on July 1st of each odd numbered year. A Chief Judge may serve for successive terms, not to exceed a total term of eight (8) years. Local Administrative Order No. 2.23, In re: Procedure for Election of Chief Judge, establishes procedures in compliance with Rule 2.215 for the election of the Chief Judge. The Administrative Order is comprehensive and, as such, is attached and incorporated herein.

IV. TRIAL COURT ADMINISTRATOR

The Trial Court Administrator works closely with the Chief Judge to oversee all administrative responsibilities of the Circuit. It is the Trial Court Administrator's role to facilitate administrative functions within the Circuit and to develop and carry out policies that enhance court system performance. The Trial Court Administrator reviews pertinent case management reports and statistics to ensure timely disposition of cases. The Trial Court Administrator oversees all departments and court staff throughout the Twentieth Judicial Circuit.

V. USE OF STATISTICAL DATA DEVELOPED BY CASE REPORTING SYSTEM

The Court's consideration of the statistical data developed by the case reporting system is presently apportioned according to selected areas and distributed via multiple methods. The categories of analysis include:

- Annual Audited review of historical filings, dispositions and clearance rates.
- Disposition Category review of the manner of each disposition from each division and county.
- Judicial Needs review of the weighted workloads within each division and county.

• Monthly Filings-Dispositions-Clearance review of data from SRS and CCIS that are up-to-the-minute.

Monthly Pending Caseload review of data from SRS and CCIS that are up-to-the-

minute.

 Monthly Foreclosure Performance review of specialized sub-casetype from SRS and CCIS that are up-to-the-minute.

Interactive Data review of divisions and casetypes that are determined by users,

both weighted and unweighted.

 Circuitwide Population and Resource Map review of ration between geography and resource allocation.

• Due Process review from uniform data report comparing performance of the Courts of the Twentieth Judicial Circuit with the courts of other circuits.

The Court's publication of its statistical data developed by the case reporting system is delivered throughout the Twentieth Judicial Circuit via its online intranet system and published documents. Attached to this Administrative Plan are *samples* of the Twentieth Judicial Circuit's statistical data developed by the case reporting system, including:

- Annual Audited Trends online
- Annual Audited Trends publication
- Disposition Category Report online
- Disposition Category Report publication
- Judicial Needs Report online
- Judicial Needs Report publication
- Monthly Filings-Dispositions-Clearance online
- Monthly Filings-Dispositions-Clearance publication
- Monthly Pending online
- Monthly Pending publication
- Foreclosure Performance online
- Foreclosure Performance publication
- Interactive Calendar Performance Statistics online
- Circuitwide Population and Resource Map online
- Due Process Uniform Data Report online
- Due Process Uniform Data Report publication

VI. EQUITABLE DELIVERY OF CIRCUIT COURT SERVICES

The Twentieth Judicial Circuit is comprised of five (5) diverse and distinctively unique counties with differing needs. The Court and the AOC is committed to the equitable delivery of Circuit Court services and programs to all citizens in each county of the Circuit. Circuit Judges are allocated to each of the five (5) counties based upon routine statistical evaluations and judicial need assessments.

VII. JUDICIAL DIVISIONS AND ASSIGNMENTS

The Circuit Court is divided into three broad divisional categories:

- Criminal (Felony)
- Circuit Civil
- Family Law/Unified Family Court

Subdivisions may include, depending upon each individual county: Specialty Courts, including Drug Court, Mental Health Court, and Veterans Court; Juvenile Delinquency; Dependency; Probate; Guardianship; and Domestic Violence.

The County Court presides over criminal (misdemeanors), civil (county and small claims), and traffic (civil and criminal). In addition, County Court Judges are temporarily appointed as Acting Circuit Judges for six (6) month terms so as to permit the provision of support to the Circuit Court on a limited and as-needed basis.

The Circuit and County Court Assignments are made by the Chief Judge as reflected in Judicial Division Assignment Orders, which are updated and posted regularly on the AOC's website.

VIII. ROTATION OF JUDICIAL ASSIGNMENTS

The Courts of the Twentieth Judicial Circuit utilize a detailed rotation plan for Circuit Judges. Periodic rotation in accordance with the plan is encouraged so as to provide Circuit Judges with experience presiding over cases covering varied areas of law. The division of judicial labor and the rotation of judicial assignments in the Twentieth Judicial Circuit are governed by local Administrative Order No. 2.5, In re: Judicial Labor and Rotation Policy. The Administrative Order is comprehensive and, as such, a copy is attached and incorporated herein.

IX. APPEALS - COUNTY-TO-CIRCUIT

Pursuant to Local Rule III, In re: Division of Court: Appellate Division, approved by the Florida Supreme Court on June 27, 1995, an Appellate Banc of three (3) Circuit Judges is utilized for the purpose of hearing all appeals of orders entered by the County Court in which the jurisdiction of the Circuit Court is invoked pursuant to Fla. R. App. P. 9.030(c)(1)(A) and (B). The Judges of the Appellate Banc are assigned to the Banc on a rotation basis and serve for six (6) months. Staff Attorney assistance is provided to the Judges of the Appellate Banc.

Local Administrative Order No. 9.2, In re: Processing and Distribution of Opinions in Appellate Proceedings, requires that copies of all written opinions generated the Appellate Banc be provided to each Circuit and County Judge of the Twentieth Judicial Circuit.

Local Rule III, local Administrative Order No. 9.2, and local Administrative Order No. 9.3, In re: Judicial Assignment of Petitions for Writ of Certiorari and Other Actions Filed Pursuant to Rule 9.030(c), Except for Appeals of Final and Non-Final County Court Orders, all provide that appeals from administrative action and petitions seeking extraordinary relief pursuant to Fla. R. App. P. 9.030(c)(2) and (3) are to be assigned on a random basis to a single judge within the Circuit Civil Division of the county in which the action is filed. They are not to be assigned to the Appellate Banc.

Local Rule III and local Administrative Orders No. 9.2 and 9.3 are attached and incorporated herein.

X. ADMINISTRATIVE JUDGES

Administrative Judges are responsible for the organization and delivery of court services on behalf of the Chief Judge. In this capacity, Administrative Judges are responsible for the oversight and case management of their counties and/or divisions. They may also make recommendations to the Chief Judge, as may be appropriate. Administrative Judges meet with the Chief Judge on a regular basis, on a schedule which is at the discretion of the Chief Judge.

Administrative Judges serve at the pleasure of the Chief Judge. In general, the Chief Judge will appoint an Administrative Judge for each county in which the Chief Judge is not based. The Chief Judge may also appoint Administrative Judges to oversee specific divisions within a county based upon each counties size and need.

The appointment of Administrative Judges is memorialized by entry of appointment orders by the Chief Judge, which are available for viewing on the AOC's website.

XI. GENERAL MAGISTRATES / HEARING OFFICERS

General Magistrates and Child Support Enforcement Hearing Officers are utilized in the Twentieth Judicial Circuit to support the Family and Civil Divisions, including mental health and guardianship cases. Civil Traffic Infraction Hearing Officers are utilized in the Twentieth Judicial Circuit to support County Judges. All General Magistrates and Hearing Officers serve at the pleasure and direction of the Chief Judge and in accordance with the Florida Rules of Court and Florida law, with administrative oversight provided by the AOC.

XII. STAFF ATTORNEYS

Staff Attorneys (formerly known as Trial Court Law Clerks) provide support to the judiciary and are assigned among the counties of the Twentieth Judicial Circuit based upon need and an assessment of the most efficient use of this limited resource. Staff Attorneys provide services to the judiciary under the broad supervision of the Trial Court Administrator (as delegated by the Chief Judge), while a Supervising Senior Staff Attorney provides day-to-day

supervision and management of Staff Attorneys services throughout all five (5) counties of the Twentieth Judicial Circuit. Staff Attorneys primarily assist in criminal cases with various forms of postconviction motions, pro se or inmate pleadings, capital cases, and other criminal matters, as may be appropriate. Staff Attorneys primarily assist in civil cases with various forms of petitions for extraordinary relief, administrative appeals, and other civil matters, as may be appropriate. Staff Attorneys also assist the Appellate Banc with county-to-circuit appeals. Local Administrative Order No. 2.8, In re: Staff Attorneys and Trial Court Law Clerks, establishes the priority of assignments and is attached and incorporated herein.

The Staff Attorneys of the Courts of the Twentieth Judicial Circuit serve as a unified pool, with all Staff Attorneys being trained in various areas of law, and additional areas of law as needed. Due to the limited number of Staff Attorneys in relation to the number of Judges, Staff Attorneys are not assigned to individual Judges or divisions. Assignments are distributed on a fair and equitable basis to Staff Attorneys under the direction of the Supervising Senior Staff Attorney.

Work performed by Staff Attorneys for or on behalf of the judiciary is strictly confidential pursuant to Rule 2.420, Florida Rules of Judicial Administration. Staff Attorneys are prohibited from communicating with members of the public, litigants, or attorneys with regard to any work performed for or on behalf of the judiciary. Staff Attorneys are strictly prohibited from providing any legal services to members of the public or litigants, both within and beyond their scope as Staff Attorneys.

XIII. FIRST APPEARANCE

First Appearance is held Monday through Friday during normal business hours in each county of the Twentieth Judicial Circuit. On weekends and holidays, assigned Duty Judges preside over First Appearance.

XIV. DUTY JUDGE ASSIGNMENT

In addition to First Appearance coverage on weekends and holidays, a Duty Judge is responsible for duties as outlined in local Administrative Order No. 2.17. The Administrative Order is comprehensive and, as such, a copy is attached and incorporated herein.

A Duty Judge schedule is prepared annually, designating the weeks each Judge is to serve as Duty Judge.

XV. SPECIALTY COURTS

The Courts of the Twentieth Judicial Circuit are committed to the support of Specialty Courts, as authorized by statute, specifically:

- Drug Courts see local Administrative Order No. 3.15, In re: Establishment of Drug Courts.
- Mental Health Courts see local Administrative Order No. 3.30, In re: Establishment of Mental Health Courts.
- Veterans Treatment Courts see local Administrative Order No. 3.31, In re: Establishment of Military Veterans and Servicemembers Court.

The local Administrative Orders for Drugs Courts, Mental Health Courts, and Veterans Treatment Courts are comprehensive and, as such, copies are attached and incorporated herein.

XVI. UNIFIED FAMILY COURT

The Twentieth Judicial Circuit implemented a Unified Family Court through local Administrative Order No. 12.4, In re: Unified Family Court, entered in 2007, in which Lee County was designated to initiate the pilot program. Since that time, Unified Family Court has expanded and now operates throughout the entire Twentieth Judicial Circuit. It should be noted that Hendry and Glades counties are rural in nature with limited populations and, as such, family law cases in those counties are generally assigned to a single judge, by default.

The three (3) coastal and more heavily populated counties are Lee, Collier, and Charlotte counties. In those counties, family law cases are screened for related cases. Related cases are then assigned following the "one family, one judge" model, unless good cause dictates otherwise. Case management support is provided to Unified Family Court by the AOC.

Local Administrative Order No. 12.4 is comprehensive and, as such, is attached and incorporated herein.

XVII. CASE MANAGEMENT

The Courts of the Twentieth Judicial Circuit utilize case management principles throughout all counties and divisions, with varying levels of formality depending upon the nature of the county or division. Each Judge is responsible for ensuring that cases assigned to that Judge are resolved timely and that effective case management principles are utilized. The AOC is committed to providing the necessary technology and available resources as support. Case Managers employed by the AOC are utilized in Felony Courts, Circuit Civil Courts, Family Law Courts including Domestic Violence Courts and Unified Family Courts, as may be appropriate depending upon need and availability of resources. Case Managers are under the day-to-day supervision and management of the AOC, though they are responsible to the Chief Judge and the judiciary.

Local Administrative Orders have been entered for the implementation of case management plans for Felony and Circuit Civil divisions, as well as for Unified Family Court. Local Administrative Order No. 3.25, In re: Establishment and Implementation of Criminal Case Management Plan, local Administrative Order No. 1.13, In re: Establishment and

Implementation of Civil Case Management Plan, and local Administrative Order No. 12.4, In re: Unified Family Court are comprehensive and, as such, are attached and incorporated herein.

XVIII. PERIODIC REVIEW OF STATUS OF INMATES IN CUSTODY

In accordance with Fla. Stat. §951.26, AOC staff and members of the judiciary representing the Chief Judge actively participate in each county's Public Safety Coordinating Council (PSCC). One of the express statutory charges under subsection (2) of the statute requires PSCC meetings for the purpose of regularly assessing the status of local jail populations:

"The council shall meet at the call of the chairperson for the purpose of assessing the population status of all detention or correctional facilities owned or contracted by the county, or the county consortium, and formulating recommendations to ensure that the capacities of such facilities are not exceeded. Such recommendations shall include an assessment of the availability of pretrial intervention or probation programs, work-release programs, substance abuse programs, gain-time schedules, applicable bail bond schedules, and the confinement status of the inmates housed within each facility owned or contracted by the county, or the county consortium."

In addition, reports are generated by local Sheriffs and provided to the Chief Judge, or the Chief Judge's designee, for the purpose of regularly examining the status of every inmate in the county jails within the Circuit. Finally, jail management dockets are regularly scheduled and presided over by First Appearance Judges for the purpose of addressing any situations arising in which a pre-trial defendant or inmate may appear to have been detained for an inordinate period of time, so as to ensure both due process and management of jail populations.

XIX. COURT FACILITIES

The Chief Judge and the AOC work in conjunction with each County to ensure space for safe and efficient Court operations. This includes the regulation and use of courtrooms, hearing rooms, and other court offices. It is the policy of the Court to ensure that courthouse facilities are utilized in adherence with the Canons of Judicial Conduct, to include a general prohibition on political and commercial activity.

XX. COURTHOUSE SECURITY

The Chief Judge and the AOC work in conjunction with each County's Board of County Commissioners, Sheriffs, and other stakeholders so as to minimize the risk of security breaches and to ensure that the public, attorneys, litigants, staff, jurors, and judges are safe and secure in all courthouse facilities within the Twentieth Judicial Circuit. Courthouse security and screening are provided by local Sheriffs, security staff retained through contracts with the Counties, AOC-

employed security staff, or a combination thereof. Courtroom bailiffs are provided by local Sheriffs, as required by law.

Local Administrative Order 2.18, In re: Courthouse and Courtroom Security, sets forth security procedures applicable to every courthouse within the Twentieth Judicial Circuit, while acknowledging that the Chief Judge may approve of variations from those procedures based upon the needs and customs of individual counties or courthouses. The Administrative Order and the Administrative Orders approving of variations are comprehensive and, as such, are incorporated and attached hereto.

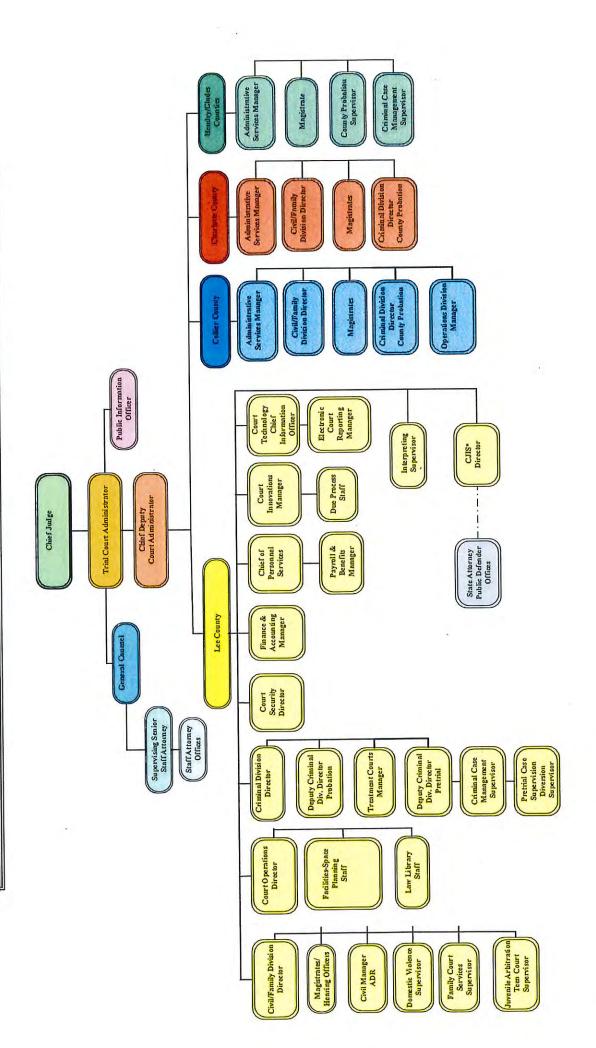
XXI. ADMINISTRATIVE ORDERS, LOCAL RULES, AND ADMINISTRATIVE ASSIGNMENT ORDERS

In furtherance of the Twentieth Judicial Circuit's Administrative Plan, all Administrative Orders, Local Rules, and Administrative Assignment Orders are incorporated into this Administrative Plan. Administrative Orders, Local Rules, and Administrative Assignment Orders, as well as any amendments thereto, are posted on the AOC's website and available for public viewing.

APPENDIX

- Organizational Chart Administrative Office of the Courts of the Twentieth Judicial Circuit
- Index of all Administrative Orders, Local Rules, and Administrative Assignment Orders
- AO 2.23, In re: Procedure for Election of Chief Judge
- AO 2.5, In re: Judicial Labor and Rotation Policy
- Local Rule III, In re: Division of Courts: Appellate Division
- AO 9.2, In re: Processing and Distribution of Opinions in Appellate Proceedings
- AO 9.3, In re: Judicial Assignment of Petitions for Writ of Certiorari and Other Actions Filed Pursuant to Rule 9.030(c), Except for Appeals of Final and Non-Final County Court Orders
- AO 2.8, In re: Staff Attorneys and Trial Court Law Clerks
- AO 2.17, In re: Duty Judge Responsibilities
- AO 3.15, In re: Establishment of Drug Courts
- AO3.30, In re: Establishment of Mental Health Courts
- AO 3.31, In re: Establishment of Military Veterans and Servicemembers Court
- AO 12.4, In re: Unified Family Court
- AO 3.25, In re: Establishment and Implementation of Criminal Case Management Plan
- AO 1.13, In re: Establishment and Implementation of Civil Case Management Plan
- AO 2.18, In re: Courthouse and Courtroom Security
 - o In re: Courthouse and Courtroom Security for Lee County Justice Center Complex
 - In re: Courthouse and Courtroom Security for Charlotte County Justice Center Complex
 - In re: Courthouse and Courtroom Security for Collier County Courthouse Complex
- Samples of Statistical Data for the Courts of the Twentieth Judicial Circuit Developed by Case Reporting System

20th Circuit Organizational Chart



CIVIL

1.1	JUDICIAL SALES (1/15/91)
1.2	CHILD SUPPORT PAYMENTS-CHILD RECEIVING PUBLIC ASSISTANCE (Revised 1/13/00)
1.3	SUPPORT AND VISITATION ENFORCEMENT (Revised 1/13/00)
1.4	UNIFORM RECIPROCAL ENFORCEMENT OF SUPPORT ACT (Rescinded 1/13/00)
1.5	INCOME DEDUCTION ORDERS/OVERPAYMENTS (Revised 1/13/00)
1.6	ADOPTION - HOME STUDIES (1/13/00)
1.7	ADMINISTRATIVE REVIEWS BY FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES IN FOSTER CARE CASES (3/4/98)
1.8	SUBSTITUTION OF DEPARTMENT OF REVENUE FOR DEPARTMENT OF HEALTH AND REHABILITATIVE SERVICES IN TITLE IV-D CASES (7/7/94)
1.9	EXCLUSIONS FROM MEDIATION (Revised 1/13/00)
1.10	TELEPHONIC MOTION HEARINGS SET FOR NOT LONGER THAN FIFTEEN MINUTES IN CIRCUIT AND COUNTY CIVIL CASES (4/13/05)
1.11	CERTIFICATION AND REGULATIONS OF CERTIFIED CIVIL PROCESS SERVERS (Renumbered to 2.30 on 7/30/09 - Revised 7/29/10)
1.12	CASE MANAGEMENT OF RESIDENTIAL ORDER FORECLOSURE CASES AND MANDATORY REFERRAL OF MORTGAGE FORECLOSURE CASES INVOLVING HOMESTEAD RESIDENCES TO MEDIATION (Vacated 12/21/11)
1.13	ESTABLISHMENT AND IMPLEMENTATION OF CIVIL CASE MANAGEMENT PLAN (Revised 5/11/12)
1.14	HOMESTEAD MEDIATION PROGRAM FOR RESIDENTIAL HOMESTEAD MORTGAGE FORECLOSURE ACTIONS (4/16/12)
1.15	COURT-ORDERED ARBITRATION IN CIRCUIT AND COUNTY CIVIL CASES (6/12/13)
1.16	COURT-ORDERED MEDIATION IN CIRCUIT CIVIL, FAMILY, DEPENDENCY, AND COUNTY COURT CIVIL CASES (6/12/13)
1.17	CASE STATUS REPORTING REQUIREMENTS FOR REAL PROPERTY MORTGAGE FORECLOSURE CASES (11/27/13)
1.18	STANDING ORDERS AND CIVIL CASE MANAGEMENT PLANS IN RESIDENTIAL MORTGAGE
1.19	STANDING ORDERS AND CIVIL CASE MANAGEMENT PLANS IN RESIDENTIAL MORTGAGE FORECLOSURE CASES IN CHARLOTTE COUNTY (7/25/15)
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2.1	JURY MANAGEMENT (12/11/90)
2.2	COURT REPORTING-SERVICES PLAN (Revised 2/22/06)
2.3	COURT FILES (2/4/91)
2.4	ASSIGNMENT OF REFILED CASES (1/28/91)
2.5	JUDICIAL LABOR AND ROTATION POLICY (Amended 5/30/12)
2.6	ORDER ESTABLISHING ADMINISTRATIVE CODE (2/15/94)
2.7	DESIGNATION OF BRANCH COURTHOUSES (Amended 6/18/10)
2.8	STAFF ATTORNEYS AND TRIAL COURT LAW CLERKS (06/06/00)
2.9	SIZE OF PAPER (12/14/90)
2.10	INTRACIRCUIT CONFLICT RESOLUTION PROCEDURE (2/21/91)
2.11	ASSIGNMENT OF FORFEITURE CASES (8/2/95)
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^{*} Administrative Orders may be found on our website: www.ca.cjis20.org

JUDICIAL ADMINISTRATION (continued)

2.12	ESTABLISHMENT OF FAMILY LAW DIVISION (1/23/92)
2.13	STANDARDS OF COURTROOM DECORUM (11/9/92) (Addendum A 1/2/03)
2.14	AMERICAN'S WITH DISABILITIES ACT - DESIGNATION OF
2.15	AMERICANS WITH DISABILITIES ACT - NOTIFICATION OF COURT PROCEEDINGS
	(Amended 4/14/16)
2.16	CHANGE OF VENUE PROCEDURES (1/19/94)
2.17	DUTY JUDGE RESPONSIBILITIES (2/15/93)
2.18	COURTROOM AND COURTROOM SECURITY (Revised 1/20/00)
2.19	The same prepared of the same
2.20	STANDARDS OF PROFESSIONAL COURTESY AND CONDUCT AND ESTABLISHMENT OF
2.21	ORDER ESTABLISHING POLICY PROHIBITING COURT EMPLOYEES FROM ACCEPTING
2.22	ASSIGNMENT OF AND PROCEDURES APPLICABLE TO CASES BROUGHT PLIESUANT TO THE JIMMY RYCE ACT (10/24/00)
2.23	PROCEDURE FOR ELECTION OF CHIEF JUDGE (12/1/08)
2.24	THE COURT ADMINISTRATOR (3/22/03)
2.25	SEXUAL HARASSMENT POLICY AND PROCEDURES FOR COMPLAINTS AGAINST TRIAL
2.26	
2.27	APPOINTMENT AND COMPENSATION OF COURT-APPOINTED ATTORNETS FOR THE INTERIM PERIOD OF JULY 1, 2004 THROUGH SEPTEMBER 30, 2004 (7/16/04)
2.28	HIDIOIAL ANNUAL LEAVE $(2/24/06)$
2.29	PROCEDURES FOR SEALING COURT FILES AND RECORDS (Vacated 6/7/07)
2.30	CERTIFIED AND REGULATION OF CERTIFIED PROCESS SERVERS (IOINIENT AC 1.17)
2.31	PROCEDURES FOR GPS AND ALCOHOL MEASURING DEVICE TECHNOLOGY VENDERS
2.32	THE CITY OF CAPE CORAL (4/21/10)
2.33	PROCEDURE FOR DETERMINING COMPENSATION OF COURT-APPOINTED COUNSEL IN EXCESS OF FLAT FEE RATES ESTABLISHED BY THE FLORIDA LEGISLATURE (Amended
0.04	5/23/18) TWENTIETH JUDICIAL CIRCUIT PROFESSIONALISM COMMITTEE (Amended 10/15/14)
2.34	IDENTIFICATION OF COLIFT PLEADINGS WITH SPECIFICITY (70/30/13)
2.35	COURT INTERPRETERS FOR COURT OR COURT-ORDERED PROCEEDINGS (1720/10)
2.36	TAKENTICTU JUDICIAL CIRCUIT PRO BONO STANDING COMMITTEE (09/19/10)
2.37 2.38	TWENTIETH JUDICIAL CIRCUIT THERAPY/FACILITY DOG PROGRAM (07/30/18 – Order TWENTIETH JUDICIAL CIRCUIT THERAPY/FACILITY DOG PROGRAM (07/30/18 – Order Supersedes AO 12.7)
	<u>CRIMINAL</u>
	The MAN OF THE COURT (Provised 6/3/00)
3.1	COSTS IN CIRCUIT COURT (Revised 6/3/09) ASSIGNMENT OF CRIMINAL CASES INVOLVING CO-DEFENDANTS (1/28/91)
3.2	ASSIGNMENT OF CRIMINAL GASES INVOLVING GO DEL ELIBERTE

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^{*} Administrative Orders may be found on our website: <u>www.ca.cjis20.org</u>

CRIMINAL (continued)

3.3	PRACTICE AND PROCEDURE UNDER THE FLORIDA CONTRABAND FORFEITURE ACT (2/5/92)
3.4	NOTICES TO APPEAR (Revised 1/13/00)
3.5	COURT APPOINTED ATTORNEY COMPENSATION (Revised 5/3/04)
3.6	USE OF TELEVISION EQUIPMENT IN COURT PROCEEDINGS INVOLVING INCARCERATED DEFENDANTS (Revised 1/13/00)
3.7	GUARDIAN AD LITEM FOR MINOR WITNESSES & VICTIMS (1/28/91)
3.8	EXTRADITION INVOLVING INTRASTATE WARRANTS (Amended 2/2/07)
3.9	FCIC/NCIC RECORDS (Amended 2/03/12)
3.10	COURT ORDERED RESTITUTION (6/3/09)
3.11	CHILD AND SEXUAL ABUSE VICTIMS-LIMITS ON INTERVIEWS (4/14/93)
3.12	NOTICES OF APPEARANCE IN CRIMINAL CASES (5/17/93)
3.13	GUIDELINES FOR THE ESTABLISHMENT OF BAIL (Vacated 12/20/05)
3.14	CONFISCATION, SEIZURE, FORFEITURE, DISPOSITION OR DESTRUCTION OF SALTWATER PRODUCTS (Revised 3/27/01)
3.15	ORDER ESTABLISHING DRUG COURT (Revised 9/11/07)
3.16	JUDICIAL PROCEDURE FOR RETURNS OF SEARCH WARRANTS (12/17/02)
3.17	INCOMPETENCY PROCEDURES IN CRIMINAL CASES (2/7/02) (Order to Vacate 8/21/03)
3.18	ISSUANCE OF ARREST WARRANTS FOR FAILURE TO APPEAR FOR COURT PROCEEDINGS (2/27/02)
3.19	COST OF SUPERVISION FOR PROGRAMS ADMINISTERED BY THE FLORIDA DEPARTMENT OF CORRECTIONS, PROBATION AND PAROLE SERVICES (3/23/04)
3.20	APPROVAL OF PRETRIAL SUBSTANCE ABUSE EDUCATION AND TREATMENT INTERVENTION PROGRAM (Amended 10/4/13)
3.21	COMPOSITE BONDS (2/25/05)
3.22	ELECTRONIC SUBPOENAS (09/07/10)
3.23	MONETARY BOND SCHEDULES AND PROHIBITIONS AGAINST RELEASE PRIOR TO APPEARANCE BEFORE JUDGE (JESSICA LUNSFORD AND ANTI-MURDER ACTS) (Amended 3/30/12)
3.24	AUTHORIZATION FOR USE OF TECHNICAL VIOLATION NOTIFICATION LETTER (11/7/07)
3.25	ESTABLISHMENT AND IMPLEMENTATION OF CRIMINAL CASE MANAGEMENT PLAN (12/6/07)
3.26	FELONY CASE MANAGEMENT ADVISORY COMMITTEE FOR LEE COUNTY (12/16/08)
3.27	ASSIGNMENT OF MULTIPLE FELONY CASES INVOLVING A SINGLE DEFENDANT OR CO- DEFENDANT IN LEE COUNTY (11/22/10)
3.28	CONVENING OF GRAND JURY (1/21/14)
3.29	PROCEDURES FOR ENSURING THE SECURE EXCHANGE OF CIRCUIT COURT SENTENCING MODIFICATION ORDERS AND VERIFICATION FORMS BETWEEN THE COURT AND CLERKS (6/2/14)

PROBATE

5.1	GUARDIANSHIP FINANCIAL RETURNS (2/14/95)
5.2	APPOINTMENT OF PUBLIC DEFENDER TO REPRESENT RESPONDENTS IN PROCEEDINGS BROUGHT UNDER "THE FLORIDA MENTAL HEALTH ACT" OR
	"THE BAKER ACT." (6/19/00)
5.3	APPROVAL OF COMMERCIAL DELIVERY SERVICES PURSUANT TO FLA. PROB. R. 5.040 (12/18/03)
	TRAFFIC /MISDEMEANOR
6.1	COSTS IN COUNTY COURT (6/3/09)
6.2	DISCOVERY IN MISDEMEANOR AND CRIMINAL TRAFFIC CASES (1/28/91)
6.3	PAYMENT OF CIVIL PENALTIES OR COSTS - EXTENSIONS OF TIME BY CLERK (AMENDED 04/14/11)
6.4	CHILD RESTRAINT SAFETY PROGRAM (1/14/98)
6.5	ESTABLISHMENT OF MISDEMEANOR PRETRIAL DIVERSION PROGRAM AND AUTHORIZATION FOR FEE COLLECTION (Revised 6/4/08)
6.6	COST OF SUPERVISION FOR COUNTY PROBATION SERVICES (Revised 4/9/09)
6.7	COURT-ORDERED IMPOUNDMENT OR IMMOBILIZATION AS RELATED TO COUNTY COURT DUI CONVICTIONS (9/17/09)
6.8	DOMESTIC VIOLENCE SUBDIVISION OF COLLIER COUNTY MISDEMEANOR COURT (Amended 9/12/12)
	JUVENILE
8.1	JUVENILES - PREDISPOSITION REPORTS (Rescinded 1/13/00)
8.2	JUVENILES - PUBLIC DEFENDER'S OFFICE (Rescinded 1/13/00)
8.3	JUVENILE - DEATH WHILE UNDER JURISDICTION (1/28/91)
8.4	ACCESS TO COMPUTERIZED JUVENILE COURT RECORDS (Amended 9/26/11)
8.5	COMMUNITY ARBITRATORS IN JUVENILE PROCEEDINGS (Revised 1/13/00)
8.6	APPOINTMENT OF PUBLIC DEFENDER TO JUVENILE DELINQUENCY PROCEEDINGS (2/27/02)
8.7	JUDICIAL WAIVER OF PARENTAL NOTICE OF TERMINATION OF PREGNANCY (Amended 12/13/11)
8.8	TRUANCY PETITIONS (4/5/13)
	<u>APPELLATE</u>
9.1	MOTIONS AND ORDERS IN APPELLATE PROCEEDINGS (Vacated, 4/24/15)
9.2	PROCESSING AND DISTRIBUTION OF OPINIONS IN APPELLATE PROCEEDINGS (6/30/95)
9.3	JUDIDICIAL ASSIGNMENT OF PETITIONS FOR WRIT OF CERTIORARI AND OTHER ACTIONS FILED PURSUANT TO RULE 9.030(c), EXCEPT FOR APPEALS OF FINAL AND NON-FINAL COUNTY COURT ORDERS (4/24/15)

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^{*} Administrative Orders may be found on our website: www.ca.cjis20.org

FAMILY LAW

12.1	ESTABLISHMENT OF CITIZEN REVIEW PANELS (6/29/99)
12.2	IMPLEMENTATION OF MODEL FAMILY COURT RECOMMENDATIONS AND ESTABLISHMENT OF UNIFIED FAMILY COURT (1/2/02)
12.3	SUPERVISED VISITATION PROGRAMS (8/26/03)
12.4	UNIFIED FAMILY COURT (12/31/07)
12.5	LEE COUNTY PAY OR APPEAR PROGRAM FOR ENFORCEMENT OF CHILD SUPPORT ORDERS (Rescinded 9/15/11)
12.6	CIVIL CONTEMPT IN CHILD SUPPORT MATTERS-PROCEDURES UPON ARREST ON WRITE OF BODILY ATTACHMENT (2/19/14)
12.7	TWENTIETH JUDICIAL CIRCUIT CERTIFIED THERAPY DOG PROGRAM FOR DEPENDENCY CASES (Superseded by AO 2.38 effective 08/01/18, order signed 07/30/18)

TEMPORARY ADMINISTRATIVE ORDERS

TEMPORARY ADMINISTRATIVE ASSIGNMENT ORDER (JUVENILE) (12/04/17)
COMMITTEE ON UNIFORM PRETRIAL AND TRIAL PROCEDURES (11/8/95)
ESTABLISHMENT OF TECHNOLOGY TASK FORCE (2/6/97)
CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL (Vacated 1/4/08)
CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL (Vacated 1/17/08)
UNIVERSITY OF SOUTH FLORIDA ACCESS TO COLLIER DEPENDENCY COURT RECORDS (9/19/08)

LOCAL RULES

I. II. III.	TRAFFIC VIOLATIONS BUREAU (2/26/79) DRIVER IMPROVEMENT AND DWI COUNTER ATTACK SCHOOLS (2/26/79) DIVISION OF COURT: APPELLATE DIVISION (6/27/95)
IV.	SELECTION OF JURORS BY COMPUTER IN LEE COUNTY (Superseded by Fla. Supreme Court
V.	SELECTION OF JURORS BY COMPUTER IN COLLIER COUNTY (Superseded by Fig. Supreme
VI.	SELECTION OF JURORS BY COMPUTER IN CHARLOTTE COUNTY (9/23/99)
VII.	SELECT OF JURORS BY COMPUTER IN GLADES COUNTY (12/13/01)
VIII. IX.	SELECTION OF JURORS BY COMPUTER IN HENDRY COUNTY (3/20/98) ESTABLISHMENT OF DOMESTIC VIOLENCE COURT (10/26/94)

ADMINISTRATIVE ASSIGNMENT ORDERS

- ADMINISTRATIVE ASSIGNMENT ORDER COLLIER COUNTY CIVIL TRAFFIC INFRACTION HEARING OFFICER (3/26/99)

 APPOINTMENT OF GENERAL MAGISTRATE, ANNE DALTON (6/20/05)

 APPOINTMENT OF GENERAL MAGISTRATE, RONALD L. NAPIER (6/20/05)

 APPOINTMENT OF GENERAL MAGISTRATE, T. RANKIN TERRY, JR. (Amended 6/22/11)

 APPOINTMENT OF GENERAL MAGISTRATE, A. DOUGLAS GRACE (6/20/05)

 APPOINTMENT OF GENERAL MAGISTRATE, ROBERT W. SEGUR (6/20/05)
- APPOINTMENT OF GENERAL MAGISTRATE, TOBERT W. 32351 (923)

 APPOINTMENT OF GENERAL MAGISTRATE, J. BLAN TAYLOR (6/20/05)

ADMINISTRATIVE ASSIGNMENT ORDERS (continued)

- APPOINTMENT OF GENERAL MAGISTRATE, LISA SPADER PORTER (Amended 3/23/09) APPOINTMENT OF GENERAL MAGISTRATE, RUSSELL T. KIRSHY (Revised order 8/2/17) APPOINTMENT OF GENERAL MAGISTRATE, LAWRENCE S. PIVACEK (Revised order 9/12/06) APPOINTMENT OF GENERAL MAGISTRATE, ELIZABETH V. KRIER (Revised order 9/12/06) APPOINTMENT OF GENERAL MAGISTRATE, PAUL ALESSANDRONI (Revised order 9/12/06) APPOINTMENT OF GENERAL MAGISTRATE, LEE ANN SCHREIBER (9/20/05) ADMINISTRATIVE ASSIGNMENT ORDER - ARREST TO ARRAIGNMENT EARLY RESOLUTION (3/3/99) (Vacated 12/21/05) APPOINTMENT OF PAULA J. RHOADS (8/4/97) ORDER REMOVING PAULA J. RHOADS AS GÉNERAL MASTER (6/3/99) ADMINISTRATIVE ASSIGNMENT ORDER - FAMILY LAW DIVISION (4/25/00) ADMINISTRATIVE ASSIGNMENT ORDER - NEW GEOGRAPHIC AND CASÉ DIVISION (3/28/03) ADMINISTRATIVE ASSIGNMENT ORDER - VACATING ORDER ENTERED MARCH 3, 1999 REGARDING FIRST APPEARANCE ASSIGNMENT (12/21/05) ADMINISTRATIVE ASSIGNMENT ORDER - FIRST APPEARANCE ASSIGNMENT - LEE COUNTY (12/21/05) APPOINTMENT OF GENERAL MAGISTRATE, MARIANNE KANTOR (1/9/06) APPOINTMENT OF GENERAL MAGISTRATE, MICHAEL G. POWELL (4/24/06) APPOINTMENT OF GENERAL MAGISTRATE, H. ANDREW FRITSCH (4/25/06) APPOINTMENT OF GENERAL MAGISTRATE, JOSEPHINE GAGLIARDI (7/06/06) APPOINTMENT OF GENERAL MAGISTRATE, ROBERT H. BERNTSSON (Amended 7/24/12) APPOINTMENT OF GENERAL MAGISTRATE, DAVID C. FRIEDMAN (11/30/06) APPOINTMENT OF GENERAL MAGISTRATE, JAMES M. MCGARITY (11/30/06) APPOINTMENT OF GENERAL MAGISTRATE, GARY T. FILEMAN (Amended 7/24/12) ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE-MICHAEL G. POWELL (3/27/07) ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE-H. ANDREW FRITSCH (3/27/07) APPOINTMENT OF GENERAL MAGISTRATE, STEVEN L. STUDYBAKER (6/20/07) APPOINTMENT OF GENERAL MAGISTRATE, STEPHEN KOLODY (6/22/07) APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT OFFICER, SHARON KASKIE (03/17/08) APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT OFFICER, EMILY J. SIMEONE (03/17/08) APPOINTMENT OF GENERAL MAGISTRATE, AMY WILSON (1/13/09) APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT OFFICER, ROBERT L. CRONGEYER (1/26/09) ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE-LAWRENCE S. PIVACEK ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, PAUL ALESSANDRONI (3/17/09) ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, ELIZABETH V. KRIER (3/17/09) ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, JOSEPHINE GAGLIARDI
 - (3/17/09)
 ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, STEPHEN KOLODY (3/17/09)

ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, EMILY J. SIMEONE (3/17/09)

APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, EDWARD L. LARSEN (01/22/10)

ADMINISTRATIVE ASSIGNMENT ORDERS (continued)

- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, AMY WILSON-ELLIS (Amended 2/6/12)
- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, JAMES M. MCGARITY (1/27/10)

APPOINTMENT OF GENERAL MAGISTRATE, ROBERT L. CRONGEYER (2/4/10)

- APPOINTMENT OF GENERAL MAGISTRATE (Probate & Guardianship), ROBERT CRONGEYER
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, LEE A. SCHREIBER (2/26/10) APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING.

OFFICER, MATTHEW M. HENRY (3/30/10)

APPOINTMENT OF GENERAL MAGISTRÁTE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, ANDREW BOKAN (6/02/10)

APPOINTMENT OF GENERAL MAGISTRATE, STELLA DIAMOND (7/12/10)

APPOINTMENT OF GENERAL MAGISTRATE, ANTONIO PEREZ-BENITOÁ (7/15/10)

APPOINTMENT OF GENERAL MAGISTRATE, AMY HAWTHORNE (8/10/10)

- APPOINTMENT OF CHILD SUPPORT ENFORCEMENT HEARING OFFICER, JANE LANE (11/22/04)
- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, ROBERT GELTNER (3/22/12)
- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING

OFFICER, NIRUPA NETRAM (4/20/12)

- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, PAMELA BARGER (4/24/12)
- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, DENNIS R. WALLACE, II (5/21/12)
- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, CAROLYN D. SWIFT (7/17/12)
- APPOINTMENT OF GENERAL MAGISTRATE, CHARLES T. BOYLE (7/24/12)
- APPOINTMENT OF GENERAL MAGISTRATE, AMBER L. WEAVER (7/25/12)
- APPOINTMENT OF GENERAL MAGISTRATE, ERIC A. REYES (7/26/12)
- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, MARIA I. DENTE (8/1/12)
 - APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, ROBERT F. KOCH (8/16/12)
 - ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE & CHILD SUPPORT
- ENFORCEMENT HEARING OFFICER, PAMELA BARGER (1/25/13) ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE & CHILD SUPPORT
- ENFORCEMENT HEARING OFFICER, ANDREW BOKAN, (1/25/13)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, STELLA DIAMOND (1/25/13)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, ROBERT GELTNER (1/25/13)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, AMY HAWTHORNE (1/25/13)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE & CHILD SUPPORT
- ENFORCEMENT HEARING OFFICER, JAMES M. MCGARITY (1/25/13)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, NIRUPA NETRAM (1/25/13)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, ANTONIO PEREZ-BENITOA
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, LISA SPADER PORTER (1/25/13)

ADMINISTRATIVE ASSIGNMENT ORDERS (continued)

- APPOINTMENT OF GENERAL MAGISTRATE-FORECLOSURES, TONI BUTLER (7/16/13)
- APPOINTMENT OF GENERAL MAGISTRATE-FORECLOSURES, MARY ANN FLOYD (8/1/13)
- APPOINTMENT OF GENERAL MAGISTRATE-FORECLOSURES, LYVETTE VAZQUEZ-GONZALEZ (7/19/13)
- ORDER TERMINATING APPOINTMENT OF GENERAL MAGISTRATE, T. RANKIN TERRY (8/9/13)
- APPOINTMENT OF GENERAL MAGISTRATE & CHILD SUPPORT ENFORCEMENT HEARING OFFICER, DARRELL R. HILL (5/1/14)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE AND CHILD SUPPORT ENFORCEMENT HEARING OFFICER, DENNIS RAY WALLACE, II (6/24/14)
- APPOINTMENT OF GENERAL MAGISTRATE, MEGAN BELEY WITHROW, (2/25/15)
- APPOINTMENT OF CHILD SUPPORT ENFORCEMENT HEARING OFFICER, MARIANNE KANTOR, (3/25/15)
- ORDER TERMINATING APPOINTMENT AS GENERAL MAGISTRATE, MARIANNE KANTOR (4/1/15)
- APPOINTMENT OF GENERAL MAGISTRATE, GILBERTO PEREZ, (5/19/15)
- APPOINTMENT OF GENERAL MAGISTRATE, MARY ANN FLOYD (6/16/15)
 ORDER TERMINATING APPOINTMENT AS MAGISTRTE-FORECLOSURES, LYVETTE VAZQUEZ-
- GONZALEZ (7/1/15)
- ORDER TERMINATING APPOINTMENT AS MAGISTRATE-FORECLOSURES, TONI BUTLER (7/1/15)
- ORDER TERMINATING APPOINTMENT AS MAGISTRATE AND CHILD SUPPORT ENFORCEMENT
- HEARING OFFICER, ROBERT L. CRONGEYER, (9/2/15)
- ORDER TERMINATING APPOINTMENT AS MAGISTRATE, MARY ANN FLOYD (10/7/15)
- APPOINTMENT OF GENERAL MAGISTRATE, KIMBERLY DAVIS BOCELLI (11/5/15)
- ORDER TERMINATING APPOINTMENT AS MAGISTRATE, ROBERT H. BERNTSSON (2/25/16)
- APPOINTMENT OF GENERAL MAGISTRATE, PHYLLIS A. WALKER (04/04/16)
- ORDER TERMINATING APPOINTMENT AS MAGISTRATE, ERIC A. REYES (09/20/16)
- APPOINTMENT OF GENERAL MAGISTRATE, DENNIS R. WALLACE, II (10/19/16)
- ORDER TERMINATING APPOINTMENT AS MAGISTRATE, CHARLES T. BOYLE (11/13/17)
- ORDER TERMINATING APPOINTMENT AS MAGISTRATE, AMBER L. WEAVER (11/13/17)
- APPOINTMENT OF GENERAL MAGISTRATE, RONALD SMITH (12/15/17)
- APPOINTMENT OF CTIHO, JOHN TURNER, (9/9/16)
- APPOINTMENT OF CTIHO, AMANDA LEVY-REIS (8/20/18)
- ORDER TERMINATING APPOINTMENT AS CTIHO, JOEL JAY KOPF (8/20/18)
- APPOINTMENT OF GENERAL MAGISTRATE, ROBERT L. OSTROV (12/03/18)

PAROCHIAL ORDERS

- TEMPORARY ORDER WAIVING TIME REQUIREMENT FOR SUMMONING JURORS FOR COURT PROCEEDINGS IN GLADES COUNTY (6/25/97)
- ORDER ESTABLISHING PROTOCOL FOR THE DETERMINATION OF CREDIT FOR TIME SERVED IN CRIMINAL CASES IN LEE COUNTY (4/28/99)
- ORDER ESTABLISHING DOMESTIC VIOLENCE COURT FOR LEE COUNTY (3/18/94)
- ORDER ESTABLISHING DOMESTIC VIOLENCE COURT FOR COLLIER COUNTY (Vacated 10/1/09 see AO 6.8)
- ORDER APPROVING DOMESTIC VIOLENCE DIVERSION PROGRAM FOR LEE COUNTY AND ORDER AUTHORIZING CLERK TO COLLECT AND MAINTAIN PROGRAM FEES (4/7/94)

PAROCHIAL ORDERS (continued)

ORDER APPROVING DOMESTIC VIOLENCE DIVERSION PROGRAM FOR CHARLOTTE COUNTY AND ORDER AUTHORIZING CLERK TO COLLECT AND MAINTAIN PROGRAM FEES (11/30/95)

ORDER APPROVING DOMESTIC VIOLENCE DIVERSION PROGRAM FOR COLLIER COUNTY AND ORDER AUTHORIZING CLERK TO COLLECT AND MAINTAIN PROGRAM FEES (4/4/95)

ORDER APPROVING DOMESTIC VIOLENCE DIVERSION PROGRAM FOR HENDRY COUNTY AND ORDER AUTHORIZING CLERK TO COLLECT AND MAINTAIN PROGRAM FEES (4/14/97)

ORDER AUTHORIZING WAIVER OF CONFIDENTIALITY FOR DOMESTIC VIOLENCE/FAMILY LAW INVESTIGATORS AND OTHER COURT PERSONNEL (1/18/95)

ORDER APPROVING PRO SE LITIGANT PROGRAM AND ORDER AUTHORIZING RETENTION AND COLLECTION OF USER FEES (Vacated 7/16/14)

ORDER REQUIRING ISSUANCE OF STANDING ORDERS IN DOMESTIC RELATIONS CASES IN LEE COUNTY (9/29/95)

ORDER ESTABLISHING SUPPORT, ALIMONY, AND VISITATION ENFORCEMENT PROGRAM (S.A.V.E.) FOR COLLIER COUNTY (5/25/00)

ORDER OF APPOINTMENT OF MEMBERS OF PEER REVIEW PROGRAM (8/10/00)

- ORDER ESTABLISHING THE "REINSTATE DRIVING EASILY" (RIDE) PROGRAM FOR COLLIER COUNTY (2/23/01)
- ORDER ESTABLISHING PROCEDURE FOR HOLDING JUVENILE DETENTION HEARINGS ON WEEKENDS AND HOLIDAYS IN LEE COUNTY (Amended 1/8/13)

ORDER ESTABLISHING AND IMPLEMENTING FAMILY COURT SERVICES PLAN FOR LEE COUNTY (Vacated 7/16/14)

ORDER ESTABLISHING TRUANCY NIGHT COURT FOR CHARLOTTE COUNTY (2/27/02)

ORDER IMPLEMENTING A RECORDING SYSTEM FOR THE COUNTY COURTS OF CHÁRLOTTE COUNTY (4/23/02)

ORDER ESTABLISHING MENTAL HEALTH COURT FOR LEE COUNTY (Revised 8/8/03)

ORDER ESTABLISHING TRUANCY NIGHT COURT FOR HENDRY COUNTY (10/01/03) ORDER APPROVING USE OF FORMS IN DOMESTIC VIOLENCE CASES IN COLLIER COUNTY

(Revised 12//18/03) ORDER AUTHORIZING CLERK OF COURTS TO COLLECT FEES FOR COUNTY PROBATION SERVICES, IN AND FOR COLLIER COUNTY (Amended 5/25/07)

ORDER AUTHORIZING CLERK OF COURTS TO COLLECT FEES FOR COUNTY PROBATION SERVICES, IN AND FOR CHARLOTTE COUNTY (9/30/04)

ORDER ESTABLISHING MENTAL HEALTH COURT FOR CHARLOTTE COUNTY (12/1/04)

ORDER DESIGNATING ALTERNATE LOCATIONS FOR DEPOSITIONS OF JAIL INMATES AND JUVENILE DETAINEES IN COLLIER COUNTY (11/16/05)

ORDER ESTABLISHING DUTY JUDGE ASSIGNMENT PROCEDURES FOR LEE COUNTY (Revised 8/14/07)

ORDER APPOINTING MEMBERS OF THE BOARD OF TRUSTEES OF THE CHARLOTTE COUNTY LAW LIBRARY (6/20/07)

ORDER ESTABLISHING MENTAL HEALTH COURT FOR COLLIER COUNTY (10/18/07) ORDER ESTABLISHING TRUANCY COURT FOR COLLIER COUNTY (1/15/08)

COURTHOUSE AND COURTROOM SECURITY FOR LEE COUNTY JUSTICE CENTER

COMPLEX (1/15/08) ORDER APPOINTING CLERK AD INTERIM FOR CHARLOTTE COUNTY (11/25/08)

SUPPLEMENTAL ORDER RE: CASE ASSIGNMENTS (01/09/09)

PAROCHIAL ORDERS (continued)

COURTHOUSE AND COURTROOM SECURITY FOR CHARLOTTE COUNTY JUSTICE CENTER COMPLEX (6/9/11)

COURTHOUSE AND COURTROOM SECURITY FOR THE COLLIER COUNTY COURTHOUSE COMPLEX

(Updated 10/26/17 order on 2/6/17)

ORDER APPOINTING CLERK AD INTERIM FOR COLLIER COUNTY (Laird A. Lyle), (6/15/18)

CIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA PROCEDURE FOR ELECTION No. 2.23

do everything necessary to promote the prompt and efficient administration of justice in the Twentieth Judicial Circuit, the Court hereby adopts the following procedure for the election of the Chief Judge of this circuit. 1. Candidates for Chief Judge shall be nominated or otherwise announce their

Pursuant to Fla. R. Jud. Admin. 2.215(b) and (c) and the inherent power of the Court to

- candidacy for the office of Chief Judge by the filing of a formal notice with the Court Administrator no later than January 5th in every odd-numbered year.
- 2. The Court Administrator will thereafter prepare a ballot with the names of each candidate for Chief Judge and shall cause that ballot to be distributed to each circuit and county judge within the Twentieth Judicial Circuit within five days thereafter,
- 3. In the event that more than one candidate for Chief Judge appears on the ballot, the Chief Judge shall schedule and thereafter hold a meeting of all circuit and county judges as soon as is practicable after February 1st of the year during which the Chief Judge's term commences.
- 4. The date, time and place of this meeting will be published to the judges by the Court Administrator, and each candidate for Chief Judge shall be given equal time at the discretion of the current Chief Judge to address his or her fellow judges. A meeting may also be scheduled by the Chief Judge even if less than two names appear on the ballot.
- 5. Voting will thereafter commence. The vote for Chief Judge shall be by secret ballot and shall be processed and counted by a committee of three judges in attendance at the meeting who are appointed by the Chief Judge. The committee shall be comprised of two circuit judges

and one county judge, and none of the committee members shall be candidates for the position of Chief Judge. The Chief Judge may serve on the committee in the event that he or she is not seeking reelection.

- 6. Voting by proxy is prohibited by Fla. R. Jud. Admin. 2.215(c).
- 7. Any judge who will be absent from any meeting called by the Chief Judge may vote in advance by delivering to the Court Administrator by mail or in person a secret ballot prepared in accordance with paragraph 2. Any such ballots tendered in advance of the election shall be retained by the Court Administrator and presented to the committee at the time of the election.
- 8. In the event that no candidate for Chief Judge obtains a majority on the first ballot, a run-off election will thereafter be held with the first and second place finishers on the first ballot being listed as the only remaining candidates.
- 9. In the event of a deadlock or the vote on the second ballot, then pursuant to Fla. R. Jud. Admin. 2.215(c), the Chief Judge shall submit the matter to the Chief Justice for selection of the successor Chief Judge.
- 10. To the extent that any provision of this Administrative Order may be construed as being in conflict with any law, statute, or rule, the law, statute, or rule shall prevail.

DONE AND ORDERED in Chambers at Fort Myers, Lee County, Florida this

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I st day of fernale , 2008

G. Keith Cary Chief Judge

History. - Administrative Order 2.23 (October 30, 2002).

I certify that document to be a title and the account to be account to be a title and the accoun

STATE OF FLORIDA, COUNTY OF LEE

This 5 Day of Occ. Of Record in Becard Book 52 Page 1741-174 and Record Verified.

CHARLIE GREEN Clerk Circuit Court Mary Markancery Depthy Clerk

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE:

JUDICIAL LABOR AND ROTATION POLICY

ADMINISTRATIVE ORDER NO. 2.5

- Amended -

THIS ORDER is designed to set forth a uniform method for the division of judicial labor as in well as a voluntary assignment rotation policy within the Twentieth Judicial Circuit. The Order takes into consideration this circuit's geographic, demographic and socio-economic disparity, and to the extent possible, reflects the wishes of the sitting judiciary that judicial assignments be determined primarily on the bases of seniority, ability and desire.

I. DEFINITIONS

- A. <u>Seniority</u> Seniority in all situations contemplated within this Administrative Order will be determined in the following order:
- Length of service as a full-time Circuit Judge within the Twentieth Judicial
 Circuit.
- 2. In the case of simultaneous appointment or election to the Circuit Bench, seniority shall be determined by looking first to the number of years of prior service to the Circuit Bench, and in the case of a tie, then to the length of service to the County Bench, and thereafter, only if there is a tie, to the length of service as any other judicial or quasi-judicial officer, and finally on the basis of the number of years as a member of the Florida Bar.
- B. <u>Geographical Divisions</u> Divisions within the Twentieth Judicial Circuit shall, to the extent possible, be confined to one county. However, due to caseload fluctuations, it may be necessary for divisions to be created which involve judicial responsibilities which are split among more than one county.
 - C. Case Divisions To the extent practicable, Circuit Court caseloads shall be broken

·4- .

down into divisions as follows:

- 1. Civil Law Division.
- 2. Family Law Division.
- Criminal Law Division.
- 4. Juvenile and Dependency Division.

These divisions shall be created and maintained by the Chief Judge and shall be subject to review based upon statistical data provided by the Court Administrator. Assignments within each division shall be as provided herein. However, due to caseload fluctuations, it may be necessary to add other divisions, including split divisions.

- D. <u>Judicial Vacancy</u> As used in this Order, a judicial vacancy is limited to any vacancy in a Circuit Judgeship created by the death, incapacity, removal, retirement, or a vacancy occasioned by any other cause not contemplated herein.
- E. Newly Created Judicial Vacancy As used in this Order, a newly created judicial vacancy is one certified by the Supreme Court of Florida and thereafter funded by the legislature for purposes of appointment or election.
- F. <u>Judicial Rotation</u> As used in this Order, a judicial rotation is defined as a complete cycle of two-year assignments through each of the four case divisions within a county (or any combination of divisions as may be necessitated by the caseload generation in any particular county) as set forth in paragraph I.C. above. Service of at least twelve (12) consecutive months within any division in the county of rotation shall be considered a completed assignment within that particular division

II. GEOGRAPHICAL DIVISIONS

The Twentieth Judicial Circuit shall be divided into geographical groups with Circuit Judges assigned there as follows:

- A. As often as may be necessary, but in no event less than once every two years beginning November 1, 2001, the Chief Judge of the circuit shall direct the Court Administrator to prepare a statistical report of the caseload throughout the circuit for the preceding two years.

 Based upon this statistical report, the Chief Judge shall divide the circuit into geographical divisions as equitably as possible, and assign each Circuit Judge of the circuit to one geographical division on the basis of seniority.
- B. In the event a new Circuit Judgeship is created, the Chief Judge will make a determination as to where judicial labor is most needed and will thereafter provide for creation of geographical and case divisions accordingly. Assignments to these newly created vacancies will be made on the basis of seniority in accordance with this Order.
- C. Each Judge of the circuit shall have chambers located in an appropriate county and facility as determined by the Chief Judge; and mileage, per diem, or other travel expenses shall not be chargeable to those chambers from the Judge's residency. Upon the adoption of this Order, no Judge shall be required to change counties during any two-year assignment under the Assignment Rotation Policy as set forth below, unless, in the opinion of the Chief Judge, exigent circumstances exist such that a change is required. After the passage of such circumstances, the Judge shall return to the original county from which the Judge was moved.

III. JUDICIAL VACANCIES AND NEWLY CREATED JUDICIAL VACANCIES

- A. Any Judge, elected or appointed, who fills a judicial vacancy or newly created judicial vacancy (as those terms are defined in this Order) shall be entitled to the geographical and case division established for the vacancy unless a Judge of senior tenure should desire the geographical and case division. In that event, the vacancy will be filled on the basis of seniority.
- B. For the purpose of determining whether a Judge of senior tenure desires the geographical and case division of that vacancy, the Chief Judge shall issue a written notice to all

Circuit Judges announcing the vacancy, and any Judge who desires the vacancy must notify the Chief Judge of such desire no later than ten (10) days following the written notice. All Judges within the circuit may bid on filling the vacancy. The Judge with the most seniority who seeks to fill the vacancy shall receive the assignment.

- C. In applying Paragraphs III. A and B, when a Judge moves from one geographical division to another, that Judge's seniority shall be defined as set forth in Paragraph I.A.
- D. Beginning July 1, 2012, a Judge who fills a judicial vacancy as set forth in this Administrative Order shall preside in the county of that vacancy for a minimum of twelve (12) months. This is not intended to apply to vacancies filled prior to July 1, 2012.
- B. The Chief Judge, upon leaving office, shall be permitted the option of either exchanging dockets with the successor Chief Judge or the divisional assignment of his or her choosing. Any Circuit Judge so displaced by such election shall be assigned to the vacant division.

IV. ASSIGNMENT ROTATION POLICY

- A. In accordance with Fla. R. Jud. Admin. 2.215(b)(3), the Twentieth Judicial Circuit hereby adopts a voluntary assignment rotation policy. The purpose of this policy is to develop the capabilities of all Judges within the circuit so that all will be qualified to serve in any case division as provided herein.
- B. This Court recognizes that due to population and caseload disparities, it would be impossible to completely divisionalize every county within this circuit. However, Charlotte, Collier and Lee County Circuit Courts are and shall continue to be fully divisionalized. Hendry and Glades Counties do not currently possess the population base or caseloads sufficient to warrant the establishment of any division of judicial labor as does exist in Charlotte, Collier and Lee Counties.

- C. Beginning January 1, 2002 and every two years thereafter, or such other time as circumstances may warrant, the Chief Judge shall determine whether any Circuit Judge within the Twentieth Judicial Circuit wishes to participate in an assignment rotation, with rotations effective July 1st of each even numbered year.
- D. For the purpose of determining whether any Judges wish to participate in a rotation, the Chief Judge shall issue a written notice to all Circuit Judges within a reasonable time after January 1st of each even numbered year, announcing the two-year rotation period, and any Judge who desires to enter rotation must notify the Chief Judge in writing of such desire no later than ten (10) days following the written notice.
- E. Judges electing to rotate may not choose the case division to which they will be assigned. The actual case division of their new assignment will be determined based on seniority as described in paragraph I.A. However, the Chief Judge will request preferences for case divisions and every effort will be made to honor the request after applying the seniority rules.
- F. The rotating Judge will displace the Judge with the least seniority in the division into which that Judge rotates. That displaced Judge will thereafter be assigned to the case division of the rotating Judge.
- G. A Judge may not return to a case division held immediately before that Judge's election to participate in a judicial rotation until after a complete rotation through the other divisions has been accomplished.
- H. To the extent that a Judge is involuntarily displaced by a rotating Judge, that displaced Judge is not prohibited from later entering into rotation, or applying to fill a vacancy, and potentially returning to the division from which he or she was involuntarily displaced.
- I. To the extent that a Judge enters into voluntary rotation, that Judge need not further rotate after having completed any two-year assignment, unless another Judge enters into rotation

J. With the approval of the Chief Judge, two Judges may agree to trade geographical or case divisions within a two-year rotation.

V. GENERAL PROVISIONS

- A. Nothing in this Order shall be construed so as to affect those judicial rotations which are scheduled to take place on July 1, 2012.
- B. This Order becomes effective immediately, and supersedes all prior versions of Administrative Order 2.5.
- C. To the extent that this Administrative Order may conflict with any rule, statute, or law, the rule, statute, or law shall prevail.
- D. Nothing in this Administrative Order shall be construed as removing any authority afforded to the Chief Judge by Fla. R. Jud. Admin. 2.215(b).

DONE AND ORDERED in Chambers at Fort Myers, Lee County, Florida, this 30 + 1

day of

. 2012.

Jay B. Rosman Chief Judge

History. – Administrative Order 86-4 and Administrative Order 86-5; Administrative Order 2.5 (January 28, 1991) and Administrative Order 2.6 (January 28, 1991); Administrative Order 2.5 (December 17, 1993), which superseded and replaced both Administrative Order 2.5 (January 28, 1991) and Administrative Order 2.6 (January 28, 1991); Administrative Order 2.5 (January 13, 2000); Administrative Order 2.5 (January 4, 2001); Administrative Order 2.5 (May 14, 2010).

STATE OF FLORIDA, COUNTY OF LEE

FILED FOR RECORD

This 31 Day of 2012 Recorded in CIRCUIT

Book 56 Page 4-119 and Record Verified.

CHARLIE GREEN Clerk Circuit Court:

Deputy Clerk

I certify this document to be a true and correct copy of the record on file in my office, Charlie Green, Clerk Circuit/ County Court, Lee County, FL

Daled: 5-31-12

Deputy Clerk



IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FORTH STA'TE OF FLORIDA LOCAL RULE III

IN RE: DIVISION OF COURT: APPELLATE DIVISION

An Appellate Banc of three Circuit Judges will be established for the purpose of hearing all appeals of orders entered by the County Court in which the jurisdiction of the Circuit Court is invoked pursuant to Fla. R. App. P. 9.030(c)1)A) and (B). The judges of the Appellate Banc shall be assigned to the Banc on a rotation basis and shall serve for six months. The Court Administrator shall serve as the ex-officio Clerk of the Appellate Banc.

All other actions which seek to invoke the jurisdiction of the Circuit Court pursuant to any other provision of Rule 9.030(c), including appeals from administrative action pursuant to Rule 9.030(c)(1)(C), certiorari jurisdiction pursuant to Rule 9.030(c)(2) and original jurisdiction pursuant to Rule 9.0303(c)(3), shall be assigned to a single judge on a random basis and in accordance with the assignments established by the Chief Judge pursuant to Administrative Order No: 2.5.

The Chief Judge of the Twentieth Judicial Circuit is hereby authorized to enter such other orders as may be necessary to effectuate the intent and purpose of this rule.

The foregoing rule is hereby adopted and approved as a local rule of procedure for all counties of the Twentieth Judicial Circuit of Florida. DATE APPROVED: June 27, 1995.

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE: PROCESSING AND

DISTRIBUTION OF OPINIONS IN APPELLATE PROCEEDINGS

ADMINISTRATIVE ORDER

NO: 9.2

Pursuant to Rule 2.050, Florida Rules of Judicial

Administration, the Florida Rules of Appellate Procedure, Local
Rule III and the inherent power of this Court to promote the
administration of justice, it is hereby

ORDERED and ADJUDGED as follows:

- 1. Whenever an appellate banc of the Twentieth Judicial Circuit generates an opinion pursuant to Local Rule III of the Twentieth Judicial Circuit and the Florida Rules of Appellate Procedure, the Clerks of the Circuit Court for the five counties of the Twentieth Judicial Circuit are hereby ordered to prepare and send to each circuit and county judge of the Twentieth Judicial Circuit a copy of the opinion.
- 2. This requirement shall not apply to per curiam affirmances of the trial court because said affirmances have no precedential value. In addition, the copies of the opinions shall not be sent until after the opinions become final following issuance of a mandate from the appellate banc.
- 3. Each Clerk of the Circuit Court is hereby required to generate and send to the Administrative Office of the Courts a status report on each pending appeal from County to Circuit Court on a monthly basis, on or before the tenth of each month. Said

status report may take the form of a computer printout or other internally generated document from the Clerk's office which contains all docket entries for each pending case. The intent of this requirement is to keep the ex-officio Clerk of the Appellate Banc apprised of the status of each pending appeal on a monthly basis.

4. Each Clerk of the Circuit Court shall be required to prepare and send to the Administrative Office of the Courts a list of all appellate cases wherein the Court Reporter's transcript is late or extended beyond the time frame permitted by the appellate rules and a statement of when the transcript is due. Each such report shall also be prepared on a monthly basis on or before the tenth of each month.

DONE AND ORDERED in Chambers at Fort Myers, Lee County, Florida, this 30 day of ________, 1995.

Thomas S. Reese Chief Circuit Judge

History. - New.

I CERTIFY THIS DOCUMENT TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL ON FILE IN MY OFFICE, CHARLIE GREEN, CLERK CIRCUIT COURT LEE COUNTY, FLORIDA.

DATED: July 24,1995

mark le land

Deputy Clerk

This 7 Day of July 19 25 Record in Ci. Cl. Mic.

Book 39 Page and Record Verified.

CHARLIE GREEN By Mark Wood

Clerk Circuit Court Deputy Clerk

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE:

JUDICIAL ASSIGNMENT OF PETITIONS FOR WRIT OF CERTIORARI AND OTHER

ACTIONS FILED PURSUANT TO RULE 9.030(c),

EXCEPT FOR APPEALS OF FINAL AND NON-FINAL COUNTY COURT ORDERS **ADMINISTRATIVE** ORDER NO: 9.3

WHEREAS, Local Rule III, In re: Division of Court: Appellate Division, approved by the Florida Supreme Court on June 27, 1995, provides for an Appellate Banc of three (3) Circuit Judges for the purpose of hearing appeals of final and non-final county court orders pursuant to Fla. R. App. P. 9.030(c)(1)(A) & (B); and

WHEREAS, Local Rule III, In re: Division of Court: Appellate Division, approved by the Florida Supreme Court on June 27, 1995, provides that all other actions which seek to invoke the jurisdiction of the Circuit Court pursuant to any other provision of Fla. R. App. P. 9.030(c), including appeals from administrative action pursuant to Rule 9.030(c)(1)(C), certiorari jurisdiction pursuant to Rule 9.030(c)(2), and original jurisdiction pursuant to Rule 9.030(c)(3), shall be assigned to a single judge on a random basis and in accordance with the assignments established by the Chief Judge pursuant to Administrative Order No. 2.5, In re: Judicial Labor and Rotation Policy; and

WHEREAS, Local Rule III, In re: Division of Court: Appellate Division, approved by the Florida Supreme Court on June 27, 1995, expressly authorizes the Chief Judge of the Twentieth Judicial Circuit to enter such other orders as may be necessary to effectuate the intent and purpose of Local Rule III; and

WHEREAS, the intent, purpose and actual historical practice within all counties of the

Twentieth Judicial Circuit since the issuance of Local Rule III in 1995, has been that actions STATE OF FLORIDA, COUNTY OF LEE

This 24 Day of 205 Recorded in CIRCUIT

Book 59 Page 15-11 and Record Verified.

Debuty Clerk

04/24/2015 3:00PM Filed Lee County Cl

TAR RECORD under Rule 9.030(c)(1)(A) & (B) seeking to invoke the gutiyelicition wifether Circuit a true and correct copy of the record on file in my office, Linda Doggett, Clerk Circuit/

Court, including appeals from administrative action pursuant to Rule 9.030(c)(1)(C), certiorari jurisdiction pursuant to Rule 9.030(c)(2), and original jurisdiction pursuant to Rule 9.030(c)(3), be assigned on a random basis to a single judge within the Circuit Civil Division of the county in which the action is filed.

NOW, THEREFORE, by the authority vested in the Chief Judge by Fla. R. Jud. Admin. 2.215, and by Local Rule III as approved by the Florida Supreme Court on June 27, 1995, and for the purpose of memorializing the intent, purpose and actual historical practice in applying Local Rule III,

It is **ORDERED** that actions other than those under Rule 9.030(c)(1)(A) & (B) seeking to invoke the jurisdiction of the Circuit Court, including appeals from administrative action pursuant to Rule 9.030(c)(1)(C), certiorari jurisdiction pursuant to Rule 9.030(c)(2), and original jurisdiction pursuant to Rule 9.030(c)(3), shall be assigned by the Clerk of Court on a random basis to a single judge within the Circuit Civil Division of the county in which the action is filed. This Administrative Order shall apply retroactively to any pending actions to the extent necessary to effectuate its intent and the intent of Local Rule III.

DONE AND ORDERED in chambers in Fort Myers, Lee County, Florida, this 24⁺/₂

Jay B. Rosman Chief Judge

History. - New.

IN RE: STAFF ATTORNEYS AND)
TRIAL COURT LAW CLERKS)

Administrative Order No. 2.8

WHEREAS, the Chief Judge has employed the services of fulltime Staff Attorneys and Trial Court Law Clerks to assist the judges of the Twentieth Judicial Circuit in their day-to-day duties, and

WHEREAS, there is a need to determine scheduling priorities for projects given to the attorneys and clerks by the judges, it is hereby

ORDERED AND ADJUDGED that:

- Staff Attorneys and Trial Court Law Clerks shall be assigned to assist the Circuit Judges in and for Charlotte,
 Collier, Glades, Hendry and Lee Counties.
- 2. Staff Attorneys and Trial Court Law Clerks may provide assistance to the County Judiciary when possible, as determined by the workloads of the Staff Attorneys and Trial Court Law Clerks. Any such projects shall be coordinated through the Staff Attorneys' Offices and the Court Administrator under the supervision of the Chief Judge.

- 3. In the event a Staff Attorney or Trial Court Law Clerk provides advice to the County Judiciary or performs research for the County Judiciary with respect to a case that is subsequently appealed, the appellate case shall be brought to the attention of the Court Administrator for reassignment to a Staff Attorney or a Trial Court Law Clerk who has had no prior involvement with the case.
- Clerks shall include, but are not necessarily limited to, legal research, writing and drafting of memoranda, orders and opinions in trial court and appellate matters. The attorneys shall also act as counsel to the judiciary within the ambit of and limitations set forth in Fla. R. Jud. Admin. 2.060(c). The duties are assigned are assigned according to the priorities stated below.
- 5. The Staff Attorneys and Trial Court Law Clerks work under the supervision of the Chief Judge. The Chief Judge shall establish priorities in the scheduling and use of Staff Attorneys and Trial Court Law Clerks in a manner which will most effectively meet the needs of the Circuit.
- 6. All judges who seek the assistance of a Staff Attorney or Trial Court Law Clerk shall route their request in the manner

prescribed by the Chief Judge, Court Administrator, or Deputy
Court Administrator for the requesting judge's county. This
process will ensure the expeditious, consistent and efficient
disposition of projects, while simultaneously maximizing the
expertise and resources available in Staff Attorneys and Trial
Court Law Clerks.

7. Assignment priorities shall be established based upon the urgency, complexity, and exigency of each task, with due regard for the time standards established by Fla. R. Jud. Admin. 2.085, the requirements of the Constitutions, the laws of the United States and the State of Florida, the Rules of Court established by the Florida Supreme Court, and with consideration of the resources available for the completion of each task. In general, assignment priorities are established as follows, in descending order of priority:

A. Emergency matters

 Those matters specifically defined as emergencies By Administrative Order
 2.17(b)(2)

- Petitions, applications or ex parte
 injunctions involving right-to-die or rightto-life cases
- 3. Petitions challenging Orders excluding the press or public from access to any proceeding as contemplated by Fla. R. App. P. 9.100(d)
- 4. Miscellaneous emergency matters
- B. Extraordinary writs
 - 1. Habeas Corpus
 - 2. Prohibition
 - 3. Mandamus
 - 4. Certiorari
 - 5. Quo Warranto
- C. Appellate issues, including research and memoranda
- D. Criminal sentencings
- E. Criminal motions
 - 1. 3.851 motions
 - 2. 3.800 motions
 - 3. 3.850 motions
 - 4. Miscellaneous motions

- F. Administrative matters
 - Drafting and letting of contracts with the Courts
 - Drafting of Administrative Orders, Local.
 Rules, or Parochial Orders
- G. Complex civil litigation matters
- H. Family law matters
- I. Case management
- J. County court matters
- K. Contract management

If issues arise as to conflicting priorities, they shall be referred to the Chief Judge for decision as to priority.

The attorneys and clerks shall expend every reasonable effort to complete all projects by the proposed completion dates established by the requesting judge. However, due to unforeseen circumstances and the urgency of concurrent projects, the proposed dates may be delayed.

DONE AND ORDERED in Chambers	at Naples, Collier County,
Florida, this day of	Ine , 2000.
STATE OF FLORIDA, COUNTY OF LEE This 7 Day of JUNE DESCRIPTION OF LEE Book of Pege and Record Verified. CHARLIE GREEN By Clerk Clerk Circuit Court Deputy Clerk	William L. Blackwell Chief Jugarify This Document to be A RDE AND CORRECT COPY OF THE ORIGINAL ON FILE IN MY OFFICE, CHARLE GREEN, CLERK CIRCUIT COUR LEE COUNTY, FLORIDA. DATED: JUN 3
	Denuty Clerk

History. - Administrative Order 89-22; Administrative Order 2.8 (January 28, 1991); Administrative Order 2.8 (October 30, 1995).

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE: DUTY JUDGE
RESPONSIBILITIES

ADMINISTRATIVE ORDER

- (a) Purpose. The prompt and efficient administration of justice requires that a judge be available in chambers during all work hours and on call after work hours to handle specifically enumerated emergency matters.
- (b) Definitions. The following definitions apply to this rule:
 - (1) "Duty Judge" is the judge identified in the annual duty roster who shall be available at all times to handle applications for warrants or other similar matters for law enforcement personnel, petitions for ex parte injunctive relief to prevent domestic and repeat violence, and other emergency matters defined herein.
 - (2) "Emergency" encompasses the foregoing ex parte applications and other matters of extreme urgency, such as matters of life and death or instances of irreparable harm. Specifically not included in this definition are matters of urgency in cases already assigned to a specific judge which can be scheduled for consideration before that judge within a reasonable period of time.
- (c) Availability. The duty judge shall be available from 8:30 a.m. to 5:00 p.m. each work day at the county courthouse where the duty judge is permanently assigned. Coverage on weekends, holidays and after-hours shall be provided by an on-



call system established by the court administrator through which the duty judge can be reached by telephone, beeper, radio, etc.

A judge should not have to clear his or her calendar in order to handle the duty judge's responsibilities. During the duty judge assignment, the duty judge is obligated to stop what he or she is doing to accommodate the responsibilities of the duty judge.

- (d) Responsibilities. Matters appropriate for consideration by a duty judge include but are not limited to the following:
 - (1) Applications for search warrants;
 - (2) Applications for arrest warrants;
 - (3) Applications for pen registers;
 - (4) Applications for wiretap orders;
 - (5) Petitions for <u>ex parte</u> injunctive relief to prevent domestic and repeat violence;
 - (6) Right-to-die cases;
 - (7) All other <u>ex parte</u> applications and other matters of extreme urgency which involve matters of life and death or instances of irreparable harm;
 - (8) First appearances; and,
 - (9) Shelter Hearings
 - (10) Detention hearings.
- (e) After-hours injunctive relief. To facilitate the acceptance and processing of emergency ex parte applications for injunctive relief to prevent domestic violence pursuant to § 741.30 Fla. Stat. (1991), the clerk of court in each county

within the Twentieth Circuit shall make provisions for staff to be available to assist in the disposition of such applications after normal business hours. The sheriffs of each county within the Twentieth Circuit are empowered to accept a certified copy of a faxed signed domestic violence injunction for service of process should the duty judge be equipped with a fax machine.

- as bond reduction hearings or modifications of pretrial detention must be scheduled in accordance with Fla. R. Crim. P.

 3.131(d)(1). In any case where the assigned criminal court judge is not in a position to "promptly" dispose of any emergency criminal matters, Rule 3.131 controls, and only the judge who set bail, the presiding judge, or the first appearance judge (if authorized by the judge initially setting or denying bail to modify or set conditions of release), may handle the matter:
 - (g) Limitations. The following matters should not generally be entertained by a duty judge:
 - (1) Certified questions at depositions;
 - (2) All regular probate matters;
 - (3) All cases already assigned to a presiding judge; and,
 - (4) All motions for protective orders in civil or criminal matters.

DONE AND ORDERED in Chambe	obvery, Lee County,	
History New. STATE OF FLORIDA, COUNTY OF LEE 17th Day of Horny 19 93 Record in in. A. Min. Book 37 Page and Record Verified. CHARLIE GREEN By Mark Wood Clerk Circuit Court Deputy Clerk	Thomas S. Reese Chief Circuit Judge I CERTIFY THIS DOCUMENT TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL ON FILE IN MY OFFICE, CHARLIE GREEN, CLERK CIRCUIT COURT LEE COUNTY, FLORIDA. DATED: February 17, 1993	-

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE: ESTABLISHMENT OF DRUG COURTS

ADMINISTRATIVE ORDER NO. 3.15 - AMENDED -

Pursuant to Article V, Section 7 of the Florida Constitution and Florida Statute sections 39.001, 39.521, 397.334, 948.01, 948.08, 948.16, and 985.345, the Chief Judge authorizes the establishment and continued maintenance of specialty Drug Courts in any county or counties within the Twentieth Judicial Circuit. Drug Courts shall be within the division of the Criminal Court (felony or misdemeanor), or in some instances within the division of the Family Court (dependency/delinquency), as may be appropriate.

In recognition of the distinct features and resources of the five individual counties of the Twentieth Judicial Circuit, Drug Courts are authorized, though not mandated, and the establishment and continued maintenance of Drug Courts is subject to policies and procedures as may be applicable to individual counties and divisions, and is subject to any Drug Court Program Manuals. Any such policies, procedures, and Drug Court Program Manuals, and the actual establishment and continued maintenance of Drug Courts within any county or division, is subject to the approval of the Chief Judge and/or the Chief Judge's designee.

As established, Drug Courts will preside exclusively over appropriate cases involving arrested persons, either adult or juvenile, or parties in dependency cases, who have substance abuse or addiction problems. Referrals to Drug Courts will be considered on the basis of the facts and circumstances unique to the individual and to that individual's case or cases. All defendants/parties identified for referral to Drug Courts must meet all requirements for participation set forth under applicable Florida Statutes, as well as requirements of any other controlling Drug Court orders and program manuals.

Entry by a qualified defendant/party into a Drug Court program shall be on a voluntary basis. However, once a qualified defendant/party has voluntarily agreed to participate in Drug Court, the defendant/party will be deemed to have accepted the requirements of the program and to have agreed that the Drug Court judge may order (or, if permitted by law, the quasi-judicial officer may recommend) coercive sanctions, which may include (as may be applicable and authorized by law) incarceration, community service, and other coercive measures intended to motivate the defendant/party to overcome substance abuse or addiction.

Upon successful participation and completion of a Drug Court program, a defendant/party may, in certain cases, be permitted to withdraw his or her plea, and the State Attorney's Office may reduce or dismiss the charge or charges.

This Administrative Order supersedes any prior administrative orders relating to the establishment or maintenance of Drug Courts within the Twentieth Judicial Circuit.

To the extent that any provision of this Administrative Order may be construed as being in conflict with any law, statute, or rule, the law, statute, or rule shall prevail.

DONE AND ORDERED in Chambers at Fort Myers, Lee County, Florida, this

HE OF FLORIDA, COUNTY OF LEE FILED FOR RECORD April Recorded In Cream Michael T. McHugh Chief Judge : (0/) Page 39-30 and Record Verified. DA DOGGETT BY Deputy Clerk

Chruit Court

History. - Administrative Order 3.15 (March 27, 2001); Administrative Order 3.15 (November 29, 2006); Administrative Order 3.15 (September 11, 2007).

> I certify this document to be a true and correct copy of the record on file in my office. Linda Doggett, Clerk Circuit/ County Court, Lee County, FL Dated: 4/7/16



IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE: ESTABLISHMENT OF MENTAL HEALTH COURTS

ADMINISTRATIVE ORDER NO. 3,30

Pursuant to Article V, Section 7 of the Florida Constitution, the Chief Judge authorizes the establishment and continued maintenance of specialty Mental Health Courts in any county or counties within the Twentieth Judicial Circuit. Mental Health Courts shall be within the division of the Criminal Court (felony or misdemeanor), as may be appropriate.

In recognition of the distinct features and resources of the five individual counties of the Twentieth Judicial Circuit, Mental Health Courts are authorized, though not mandated, and the establishment and continued maintenance of Mental Health Courts is subject to policies and procedures as may be applicable to individual counties and divisions, and is subject to any Mental Health Court Program Manuals. Any such policies, procedures, and Mental Health Court Program Manuals, and the actual establishment and continued maintenance of Mental Health Courts within any county or division, is subject to the approval of the Chief Judge and/or the Chief Judge's designee.

As established, Mental Health Courts will preside exclusively over appropriate cases involving arrested persons who suffer from mental health issues. Referrals to Mental Health Courts will be considered on the basis of the facts and circumstances unique to the individual and to that individual's case or cases. All defendants identified for referral to Mental Health Courts must meet all requirements for participation set forth under applicable Florida Statutes, as well as requirements of any other controlling Mental Health Court orders and program manuals.

Entry by a qualified defendant into a Mental Health Court program shall be on a voluntary basis. However, once a qualified defendant has voluntarily agreed to participate in

Mental Health Court, the defendant will be deemed to have accepted the requirements of the program and to have agreed that the Mental Health Court judge may order coercive sanctions, which may include (as may be applicable and authorized by law) incarceration, community service, and other coercive measures intended to motivate the defendant to overcome or address his or her mental health problems or issues.

Upon successful participation and completion of a Mental Health Court program, a defendant may, in certain cases, be permitted to withdraw his or her plea, and the State Attorney's Office may reduce or dismiss the charge or charges.

This Administrative Order supersedes any prior administrative orders relating to the establishment or maintenance of Mental Health Courts within the Twentieth Judicial Circuit.

To the extent that any provision of this Administrative Order may be construed as being in conflict with any law, statute, or rule, the law, statute, or rule shall prevail.

DONE AND ORDERED in Chambers at Fort Myers, Lee County, Florida, this

day of 2016.

Michael T, McHugh Chief Judge

History. - New.

STATE OF FLORIDA, COUNTY OF LEE

This 7 Day of 2016 Recorded in Ircuit

Book 60 Page 3/30 and Record Verified LINDA DOGGETT By

Clerk Circuit Court

Deputy Clerk

I certify this document to be a true and correct copy of the record on file in my office, Linda Doggett, Clerk Circuit/ County Court, Lee County, FL Dated: 417116

By Maid



IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE: ESTABLISHMENT OF MILITARY VETERANS AND SERVICEMEMBERS COURT

ADMINISTRATIVE ORDER NO. 3.31

Pursuant to Article V, Section 7 of the Florida Constitution and Florida Statute sections 394.47891, 948.08, and 948.16 the Chief Judge authorizes the establishment and continued maintenance of specialty Military Veterans and Servicemembers Courts (hereinafter "Veterans Treatment Courts") in any county or counties within the Twentieth Judicial Circuit. Veterans Treatment Courts shall be within the division of the Criminal Court (felony or misdemeanor), as may be appropriate.

In recognition of the distinct features and resources of the five individual counties of the Twentieth Judicial Circuit, Veterans Treatment Courts are authorized, though not mandated, and the establishment and continued maintenance of Veterans Treatment Courts is subject to policies and procedures as may be applicable to individual counties and divisions, and is subject to any Veterans Treatment Court Program Manuals. Any such policies, procedures, and Veterans Treatment Court Program Manuals, and the actual establishment and continued maintenance of Veterans Treatment Courts within any county or division, is subject to the approval of the Chief Judge and/or the Chief Judge's designee.

As established, Veterans Treatment Courts will preside exclusively over appropriate cases involving arrested persons who suffer from a military-related mental illness, traumatic brain injury, substance abuse disorder, or psychological problem. Referrals to Veterans Treatment Courts will be considered on the basis of the facts and circumstances unique to the individual and to that individual's case or cases. All defendants identified for referral to Veterans Treatment Courts must meet all requirements for participation set forth under

applicable Florida Statutes, as well as requirements of any other controlling Veterans Treatment Court orders and program manuals.

Entry by a qualified defendant into a Veterans Treatment Court program shall be on a voluntary basis. However, once a qualified defendant has voluntarily agreed to participate in Veterans Treatment Court, the defendant will be deemed to have accepted the requirements of the program and to have agreed that the Veterans Treatment Court judge may order coercive sanctions, which may include (as may be applicable and authorized by law) incarceration, community service, and other coercive measures intended to motivate the defendant to overcome or address his or her military-related problems or issues.

Upon successful participation and completion of a Veterans Treatment Court program, a defendant may, in certain cases, be permitted to withdraw his or her plea, and the State Attorney's Office may reduce or dismiss the charge or charges.

To the extent that any provision of this Administrative Order may be construed as being in conflict with any law, statute, or rule, the law, statute, or rule shall prevail.

DONE AND ORDERED in Chambers at Fort Myers, Lee County, Florida, this

STATE OF FLORIDA, COUNTY OF LEE FILED FOR RECORD

Sile Recorded in Book 100 Page 33-34 and Record Verified.

LINDA DOGGETT BY

Deputy Clerk Clerk Circuit Court

History. - New.

Michael T. McHugh Chief Judge

> I certify this document to be a true and correct copy of the record on file in my office, Linda Doggett, Clerk Circuit/ County Court, Lee County, FL Dated: 417/16

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA LEE, COLLIER, CHARLOTTE, HENDRY, AND GLADES COUNTIES

IN RE:	UNIFIED FAMILY COURT) ADMINISTRATIVE ORDER) NO. 12.4
794 So. 2d implementing	ct 0 (Cta. 2001) directed each circuit to Subm	Report of the Family Court Steering Committee, nit revised local rules or an administrative order commendations approved by the Florida Supreme
794 So. 2d	HEREAS, the Florida Supreme Court in Re: 518 (Fla. 2001), directed each circuit to make cient, and cost effective manner;" and	Report of the Family Court Steering Committee, e every effort to resolve family disputes in a "fair,
•	HEREAS, the Twentieth Judicial Circuit is d	esirous of meeting the mandates of the Fibrida
WI intra and in family; and	ter-related family issues to avoid conflicting	decisions and minimize inconvenience to the
W)	HEREAS, the Twentieth Judicial Circuit is of	lesirous of maximizing all resources readily.

available to assist with resolving familial related case litigation; and

WHEREAS, in an effort to facilitate open and effective communication between court staff, judges, attorneys and social service providers and to better serve the litigants of the court community,

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Twentieth Judicial Circuit of Florida under Fla. R. Jud. Admin. 2.215, it is hereby ordered that:

Effective January 2, 2008, the unification of family court shall be implemented and shall operate as a pilot program in Lee County, and may later be formally expanded to Collier, Charlotte, Hendry and Glades counties by further order of the Court. Such implementation shall be in accordance with the recommendations of the Florida Supreme Court, the Twentieth Judicial Circuit's FLAG (Family Law Advisory Group), the Twentieth Judicial Circuit's Unified Family Court Implementation Committee, and meetings with community stakeholders. The Unified Family Court shall function as set forth:

I. Unified Family Court Jurisdiction

A. The Unified Family Court shall consist of two components, Unificial family Court/Domestic Relations and Unified Family Court/Juvenile.

I certify this document to be a five and conscious of the my office, charle dream, Chark Charle four, Lea County, Florida, Charle 1-2-0

Prior to formally expanding the program to Collier, Charlotte, Hendry and Glades counties, no court shall be prohibited or discouraged from informally taking steps to effectuate the intent of this Administrative Order as it relates to resolving intra and inter-related family issues, provided that those steps do not conflict with any provision of this Administrative Order, the Florida Supreme Court's opinion in Re: Report of the Family Court Steering Committee, or any other rule of court or law.

- B. All related Unified Family Court/Domestic Relations case types will remain in the Unified Family Court/Domestic Relations, except as otherwise provided in section I.D. of this order, and shall be linked upon order of the Court. If a family has a pending dependency case, and subsequently, a member of the family files for a dissolution of marriage (DOM), the Unified Family Court/Juvenile judge handling dependency cases shall decide all issues in the DOM action, including those involving children and financial matters, unless the Unified Family Court/Juvenile judge handling dependency cases files a good cause order as described below in section I.D. If a good cause order is entered, the Unified Family Court/Juvenile judge handling dependency cases may preside over issues in the DOM action involving children, while the Unified Family Court/Domestic Relations judge presides over financial issues, or the Unified Family Court/Juvenile judge handling dependency cases may elect to refer the entire DOM action back to the Unified Family Court/Domestic Relations judge. However, if a family has a juvenile delinquency case(s) and a DOM case, but no other cases pending, the provisions of this Administrative Order shall not be applicable and the cases shall be heard individually in the respective divisions of the Court.
- C. All related Unified Family Court/Juvenile case types will remain in the Unified Family Court/Juvenile, except as otherwise provided in section I.D. of this order. If different judges are assigned to related juvenile delinquency and dependency cases, the juvenile delinquency judge shall preside over the adjudicatory hearing portion of the delinquency case. However, the juvenile delinquency case will subsequently be reassigned to the dependency judge for the dispositional hearing portion of the delinquency case.
- D. The preferred resolution of related cases is a "one family, one judge" model. However, after receiving a recommendation from a case manager, the courts shall retain discretion to resolve cases in a manner that promotes the best interest of the family and children (if any). If a court determines that following the preferred "one family, one judge" model is not in the best interest of the family and children (if any), the court shall file an order finding good cause for not following the preferred model. The case managers shall maintain the responsibility of sharing information concerning related cases with the various judges presiding over those related cases.
- II. Unified Family Court jurisdiction shall consist of and include the following elements:

A. Case Types:

- dissolution of marriage
- division and distribution of property arising out of a dissolution of marriage
- annulment
- support unconnected with dissolution of marriage
- paternity
- child support
- URESA/UIFSA
- custodial care of and access to children
- adoption
- name change
- declaratory judgment actions related to premarital, marital, or post marital agreements
- civil domestic and repeat violence injunctions
- juvenile dependency
- emancipation of a minor

- ~ CINS/FINS
- truancy
- modification and enforcement of orders entered in these cases
- juvenile delinquency
- Marchman and Baker Act

B. Components of Unified Family Court:

- 1. The Unified Family Court bench shall consist of judges who have received training and have extensive experience in Family, Juvenile, and County Criminal Court.
- 2. Magistrates to conduct quasi-judicial hearings and maximize judicial resources.
- 3. Case management to coordinate and assist litigants and the judiciary with various court processes and to link all case types as defined in Section II.A.
- 4. A social service component to assist litigants and the judiciary by providing prompt linkages to applicable court and community resources.
- 5. An Alternative Dispute Resolution component to assist families and children with resolving disputes in order to promote long term family stability.
- 6. A technology component to provide technological services and systems for the purposes of accessing databases essential to case management.

III. General Unified Family Court Operations:

- A. At the time of filing any case type delineated in Section II.A., parties should provide the Clerk with a fully executed Unified Family Court Related Case Information Sheet along with the initiating action. The Clerk of Courts shall forward to the UFC case management division of the Administrative Office of the Courts a copy of the filing and the original Unified Family Court Related Case Information Sheet. The Clerk shall not file the Unified Family Court Related Case Information Sheet in the court file. In the event that a Unified Family Court Related Case Information Sheet is not provided with the initiating action, the judge or case manager shall inquire of the attorneys at each court hearing as to whether they are aware of any related cases.
- B. In the event parties request assistance with completion of the Unified Family Court Related Case Information Sheet, the Clerk of Courts shall refer parties to the UFC case management division of the Administrative Office of the Courts.
- C. The case manager shall review the filing and Unified Family Court Related Case Information Sheet and shall submit an appropriate proposed draft order(s) for Court review.
- D. Upon order of the Court, the Clerk of Courts shall enter related case information into the Odyssey or Reflections programs.
- E. The Court shall initiate steps to have full access to the databases of all Unified Family Court stakeholders and agencies to ensure open and effective communications. The

Clerk of Courts shall notify the presiding judges and the UFC case managers when they identify UFC related cases. The Clerk of Courts shall also designate a case as a UFC case by placing a visible UFC stamp on the outside of the file and by attaching a copy of this Administrative Order and the attached forms to the inside cover of the UFC related case.

- F. The Unified Family Court shall be evaluated routinely by the Chief Judge or the Chief Judge's designee to determine its effectiveness in implementing this circuit's goal of addressing family law matters in a comprehensive, coordinated manner.
- G. The Twentieth Judicial Circuit's FLAG (Family Law Advisory Group) and the involved stakeholders shall continue to provide input regarding the Twentieth Judicial Circuit's Unified Family Court.
- H. The Court shall determine the appropriate schedule/dockets and coordinate with the Clerk of Courts.
- IV. Unified Family Court Case Managers' Ability to Access Juvenile Court Records
 - A. Unified Family Court Case Managers of the Administrative Office of the Courts have a proper interest in juvenile delinquency and dependency official court records in order to implement a Unified Family Court that addresses the multiple legal issues facing families pursuant to Fla. Stat. §§ 985.045(2), 985.04(1), 39.0132(3) and 39.0132(4)(a)1.
 - B. Accordingly, the Unified Family Court Case Managers shall have access to and may inspect the official juvenile delinquency and juvenile dependency court records in the Twentieth Judicial Circuit.
 - C. Pursuant to Fla. Stat. § 985.04, all information obtained from juvenile delinquency court records in the discharge of official duty by any judge, any employee of the court, any authorized agent of the Department of Juvenile Justice, the Parole Commission, the Department of Corrections, the juvenile justice circuit boards, any law enforcement agent, or any licensed professional or licensed community agency representative participating in the assessment or treatment of a juvenile may be disclosed to the Unified Family Court Case Managers.
 - D. Pursuant to Fla. Stat.§ 39.0132, all information obtained from juvenile dependency court records in the discharge of official duty by any judge, employee of the court, authorized agent of the Department of Children and Family Services, correctional probation officer, or law enforcement agent may be disclosed to the Unified Family Court Case Managers.
 - E. Any information the Unified Family Court Case Managers obtain concerning a juvenile delinquency case and/or juvenile dependency case may only be provided to a judge or a magistrate presiding over a unified family court related case and any information in written form must be sealed if it is filed in any unified family court related case file.
- V. The following forms are attached hereto and are approved for use in accordance with this Administrative Order:
 - A. Unified Family Court Related Case Information Sheet

- B. Notification of Unified Family Court Related Case
- C. Order Identifying Unified Family Court Cases and Transferring/Assigning them to Unified Family Court
- D. Order Setting Unified Family Court First Mandatory Case Conference
- E. Order Finding Good Cause for Deviation from Preferred Model

VI. General Provisions

- A. This Administrative Order is not intended to grant public access to confidential court records. Court records deemed confidential and exempt from public access pursuant to any law, statute or rule shall remain so, unless otherwise ordered by the Court.
- B. To the extent that any provision of this Administrative Order may be construed as being in conflict with any law, statute or rule, the law, statute or rule shall prevail.

DONE AND ORDERED in Chambers in Fort Myers, Lee County, Florida, this 3/ day of

December , 2007

G. Keith Cary Chief Judge

History. - New.

ATTACHMENT A

TWENTIETH JUDICIAL CIRCUIT OF FLORIDA UNIFIED FAMILY COURT RELATED CASE INFORMATION SHEET

Section I: INSTRUCTIONS FOR USING THIS FORM

The information contained in this form will be utilized to notify the Unified Family Court Division of related cases (i.e. multiple cases in the judicial system involving one family), pursuant to Administrative Order No. 12.4 of the Twentieth Judicial Circuit of Florida.

THIS FORM IS FOR THE INTERNAL USE OF THE UFC CASE MANAGEMENT DIVISION OF THE ADMINISTRATIVE OFFICE OF THE COURTS ONLY. PARTIES SHOULD PROVIDE THE CLERK WITH THIS FULLY EXECUTED FORM ALONG WITH ANY INITIATING ACTION, AND THE CLERK SHALL FORWARD IT TO THE UFC CASE MANAGEMENT DIVISION OF THE ADMINISTRATIVE OFFICE OF THE COURTS. THE CLERK SHALL NOT FILE THIS FORM IN THE CASE FILE. IF THIS FORM CONTAINS INFORMATION THAT IS CONFIDENTIAL PURSUANT TO STATUTE OR RULE, IT SHALL BE EXEMPT FROM PUBLIC DISCLOSURE.

		Section II:	
Name of Person Completing t	bic Form /please	e print)	
		Deter	
Department:		721 31-	
Address:		1 Horic 170	
Section III:	COMPLETE	ALL INFORMATION BELOW TO IN THIS CIRCUIT (including	FOR ANY RELATED CASES
FAMILY ID#:		-	
() DOMESTIC RELATIO	NS	Judge:	Cace Status: () Open () Closed
Case Name:	Case No:	Judge;	Case Status. () Open () Description
Case Type: () Dissolution of	Marriage () Pate	rnity () Child Support () Otner:	
Petitioner:		Respondent:	
Attorney:		Attorney:	
Court ordered services:		Respondent: Attorney:	
Next hearing date (if any).		·E·II···	
· · · · · · · · · · · · · · · · · · ·	I ENCE INTINC	TION Judge:	
() CIAIL DOMESTIC ALO	Cate ylu.	Judge:	Case Status: () Open () Closed
Petitioner:	Case 110.	Judge:	
		Attorney:	
Attorney:	() nermanent	Date injunction entered through:	
Court and read contines:	() permanent		
Confidence services.	Hearin	ng type:	
Next hearing date (ii airy).		0.51	•
() JUVENILE DEPENDEN	ICY	Case Status; () Open ()	Clored
Case No:	Judge:	Case Status; () Open (,	Closed
DCF Atty.:		Monter & Uniter	
CAI Affur		Father's Atty.:	
TPR order in effect; () yes () Parent's (s') court ordered service	no () unknown		
Parent's (s') court ordered service	es:	ng type:	
Next hearing date (if any):	Hearn	ng type:	
· · · · · · · · · · · · · · · · · · ·	NCV		
() JUVENILE DELINQUE	Indae.	Case Status: () Open () Closed
Case No:	PD:	Case Status: () Open ();
Dil Caseworker,	Heari	ng type:	
Mext theattile name (it mit).	-		
() CRIMINAL		Judge;	Core Status: () Onen () Closed
Case Name:	Case No:	Judge:	Case Status. () Open () Green
DOB of defendant;			
PD/Atty.:		SAU:	
Pre-trial Officer:		SAO: Probation Officer:	
Court ordered services:	, 17!	ng type:	
Next hearing date (if any):	Heari	ing rahe:	
() OTHER CASES PENI	OING OUTSIDE	OF THIS CIRCUIT	7.1
Nature of Case:	DING COLUMN	Case Name:	o: Judge:
Plaintiff/Petitioner:		Defendant/Respondent:	
Attorney:		Attorney:	
Attorney.			

ATTACHMENT B

TWENTIETH JUDICIAL CIRCUIT OF FLORIDA NOTIFICATION OF UNIFIED FAMILY COURT RELATED CASE

If this form contains any information concerning a juvenile delinquency or dependency case, this form and the information contained herein may only be provided to a judge presiding over a unified family court related case and the form must be sealed if it is filed in any unified family court related case file.

То:	
From:	, UFC Case Manager
1700 Monr	mily Court Division, Administrative Office of the Courts, Lee County Justice Center oe St., Ft. Myers, FL 33901 2247 (telephone)
Date:	
RE: Your Case Your Case	
The following case(s) has/have been identified as a related case(s) to that referenced above, which is open and pending in
your division:	
FAMILY ID#:	
() DOMESTIC RI	ELATIONS Case Status: () Open () Closed
Case Name: \ Dissol	CLATIONS Case No: Judge: Case Status: () Open () Closed ution of Marriage () Paternity () Child Support () Other:
Pelitioner:	Respondent: Attorney:
Attomey:	Attomey:
Court ordered services: Next hearing date (if any	r): Hearing type:
() CIVIL DOMEST	IC VIOLENCE INJUNCTION
Case Name:	IC VIOLENCE INJUNCTION Case No: Judge; Case Status: () Open () Closed
Petitioner:	Respondent: Attorney: nporary () permanent Date injunction entered through:
Attorney:	Attorney:
Injunction Issued: () ter	nporary () permanent Date injunction entered unlough.
Court ordered services:): Hearing type:
Next hearing date (if any): Hearing type
() JUVENILE DEP	RNDENCY
Care Mai	Indoe- (Case Status; [) Open () Closed
DCF Atty.:	Mother's Atty.:
GAL Atty:	Father's Atty.:
TPR order in effect: ()	yes () no () unknown
D 42- (-3) - and order	od cornings.
Next hearing date (if any	/): Hearing type:
() JUVENILE DEL	INQUENCY Cose Status: () Open () Closed
Case No:	PD: SAO:
Next hearing date (if any	
() CRIMINAL	Case No: Judge: Case Status: () Open () Closed
Case Name:	Case No.
DOB of defendant:	240
PD/Atty.:	SAU: Probation Officer
Pre-trial Officer:	Probation Officer:
Court ordered services: Next hearing date (if any	
/ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	S PENDING OUTSIDE OF THIS CIRCUIT
() OTHER CASE Nature of Case:	Case Name: Case No:
Plaintiff/Petitioner:	
Attorney:	\$ H
Court ordered services:	
Notes:	

ATTACHMENT C

IN THE CIRCUIT COURT OF THE TWENTIETH JUDICIAL CIRCUIT OF FLORIDA, IN AND FOR_____COUNTY

IŅ RE:	THE MATT	ER OF:	DOMESTIC RELATIONS CASE NO.:
	Petitioner,		JUVENILE DIVISION CASE NO.:
	Respondent,		DOMESTIC VIOLENCE DIVISION CASE NO.:
			PROBATE DIVISION CASE NO.:
			OTHER: CASE NO.:
	···	ORDER IDENTIFY TRANSFERRING/AS	YING UNIFIED FAMILY COURT CASES AND SSIGNING THEM TO UNIFIED FAMILY COURT
	THIS CAUSE	E came for review before	e the Court pursuant to Administrative Order No. 12.4 as a cross over matter
with Ur	nified Family C	Court Jurisdiction.	•
	A. The	Unified Family Court ca	ase manager identified cases listed above and they have met the criteria as
	defin	ned in Administrative Or	order No. 12.4 to be designated as Unified Family Court cases.
	B. Unif	fied Family Court cases s	shall be coordinated in a manner to avoid conflicting decisions, enhance
			d minimize inconvenience to the family.
THER	efore, it is	HEREBY	
ORDE	RED AND AJ	UDGED as follows:	
	1. The Clerk	of Courts is directed to	transfer these cases to Unified Family Court division, the
			y presiding over all cases, except as otherwise provided for herein:
0			related juvenile delinquency and dependency cases, the juvenile delinquency
			ing portion of the delinquency case. However the juvenile delinquency case
will sub	bsequently be re	eassigned to the depende	lency judge for the dispositional hearing portion of the delinquency case.
	3. The Clerk	of Courts is directed to	file this order in each case listed above, as the cases currently lie in the
соттест	Division of the	e Court.	
	4. The Clerk	of Courts is directed to	link each of the above cases in the "Related Cases" filed in the Odyssey or
Reflect	ions System.		

	5. The Clerk of Courts is directed to forward all of the above Court files to the Unified Family Court Case
Manag	er in Division
	6. All previous Orders entered in these cases will remain in effect until further Order of the Court.
	7. All previously scheduled hearings will need to be reset (Attorneys contact divisional J.A., self-represented
parties	will receive an Order Setting Hearing by mail), with the exception of the following hearings:
Ü	8. Counsel and/or those persons who are self-represented are directed to continue to use the appropriate divisiona
style ar	nd case number when filing pleadings, motions, notices of hearing, etc., in a specific division despite the status of
this as	a Unified Family Court Case. The Clerk of Courts is directed to forward all UFC related case files to the Judge for
hearing	g or Case Manager for case management purposes, as appropriate.
DONE	AND ORDERED in County, Florida this day of, 20
	·
	Circuit Judge

Copies Furnished:

ATTACHMENT D

IN THE CIRCUIT COURT OF THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR ______COUNTY, FLORIDA UNIFIED FAMILY COURT DIVISION

CASE NOS.

	Petition	er,	,						
V5.									
**************************************	Respon	dent.	, /						
				TING UNIFIE				-	
	THIS C	AUSE having cor	ne before the Co	ourt, sue sponte	and the C	ourt having d	uly determine	d that the abo	ve
reference	ed cases	meet the criteria f	or assignment t	o the newly cre	ated Unifie	d Family Co	ırt Division, it	is hereby,	
•	ORDE	RED AND ADJU	DGED as follo	ws:	•				
	1.	A Mandatory Ca	se Conference i	s hereby schedu	iled before	this Court or	the	day of	-
			, 20	_, at	am/pm.,	Courtroom		•	
								Attendance	by al
		attorneys and par	ties is mandato	<u>v</u> . Further, att	endance is	also mandat	ory for the Un	ified Family	Court
		Case Manager a	ssigned to these	cases.					
	2	Prior to the Case	Conference, it	is suggested and	l/or recom	nended that e	each attorney a	and/or party r	eview
		The Twentieth Ju	ndicial Circuit's	Administrative	Order 12.4	and <u>The Re</u> j	port of Family	Court Steeri	<u>ng</u>
		Committee, 794	So. 2d 518 (Flor	rida Supreme C	ourt 2001).	-			
;	3	At the Case Conf	erence, the part	ies shall be prej	pared to dis	scuss, <i>inter al</i>	lia, the follow	ing matters:	
		a. The status of	all pending matt	ers, including b	ut not limi	ted to, all per	ding and unre	solved motio	ns;
		b. The possibilit	y or possibilitie	s of mediation a	nd settlem	ent;			
		c. Discovery rela	ited issues;						
		d. The schedulin	g of hearings ar	ıd/or trials;					
		e. Case managen	nent related issu	ies;					
		f. All issues rela	ed to the safety	, health and we	fare of the	minor childr	en involved in	these matter	ъ.
DONE A	ND OR	DERED in	Connt	y, Florida, this	da	y of	· · · · · · · · · · · · · · · · · · ·	, 20	
					cuit Judge			-	
Copies Fu	ntniched			CII	cast sudge				
- ohina i r		•							

ATTACHMENT E

day of _______, 20_____.

Circuit Judge

Copies Furnished:

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE-	ESTABLISHMENT AND IMPLEMENTATION)	ADMINISTRATIVE
HA KE.	OF CRIMINAL CASE MANAGEMENT PLAN)	ORDER
	Of Oldinging)	NO. 3.25

WHEREAS, it is in the best interest of the citizens of the Twentieth Judicial Circuit for the Court to develop innovative means to further improve the fair, predictable, efficient, and timely disposition of felony criminal cases in the Circuit Criminal Court;

NOW, THEREFORE, pursuant to the authority prescribed by Fla. R. Jud. Admin. 2.215 and for the purpose of promoting the efficient administration of justice within the Twentieth Judicial Circuit, it is ORDERED as follows:

- 1. There is established within the Twentieth Judicial Circuit a Criminal Case Management
 Plan applicable to felony cases, which will be administered by the Administrative Office of the
 Courts through the use of case managers, clerical support staff and such personnel as the Court
 Administrator deems appropriate.
- 2. The basis for the Criminal Case Management Plan is attached hereto, identified as the "Criminal Case Management Procedures & Time Standards," and is incorporated as if fully set forth herein. The Criminal Case Management Plan is to be used as a model for the purpose of establishing goals and promoting uniformity of practice throughout the Twentieth Judicial Circuit.
- 3. It is intended that the Criminal Case Management Plan will be initially implemented in Lee County, effective December 31, 2007, with implementation to be later expanded, as appropriate to other counties within the Twentieth Judicial Circuit.
- 4. Recognizing that each county may have differing needs requiring certain deviations from

 I certify this document to be
 the model plan attached hereto, the Circuit Administrative Judge of teacher expective younty inay
 original on file in my office,
 Charlie Green, Clerk Circuit
 Court, Lee County, Florida

By Mary Martgowers

Deputy Clerk

submit to the Chief Judge a distinct written proposed plan with procedures that, upon approval by the Chief Judge, may be implemented in the respective county.

- 5. The procedures and time standards set forth in the model plan, or in any other written plan approved by the Chief Judge, are intended to facilitate the timely, fair and effective resolution of criminal cases while ensuring the efficient use of court resources. The procedures and time standards do not supplant any existing rule, statute, or law. A defendant's right to a speedy trial is determined by Fla. R. Crim. P. 3.191 and not by reference to this Administrative Order or the Criminal Case Management Plan. Neither this Administrative Order nor the Criminal Case Management Plan shall be construed as granting any rights not already provided for by rule, statute, or law.
- 6. To the extent that any provision of this Administrative Order may be construed as being in conflict with any rule, statute, or law, the rule, statute, or law shall prevail.

ÐC	NE AND ORDERE	in chambers in Fort Myers, Lee County, Florida, this
day of	Dec	, 2007.
		A. Theed lan
		G. Keith Cary Chief Judge

History. - New.

20th Judicial Circuit <u>Criminal Case Management</u> Procedures & Time Standards

I. Purpose

To improve predictability, efficiency and timely disposition of felony criminal cases in the Circuit Criminal Court.

To develop and evaluate Criminal DCM procedures in Lee County with intent to expand the best practices to other counties to promote uniformity in practice throughout the 20th Circuit.

To insure compliance with the provisions and aims of the Florida Rules of Criminal Procedure, specifically, the use of an early, meaningful Pretrial Conference procedure tied to a realistic discovery cut off date, Fla. R. Crim. P. 3.220 (p).

To recognize that a defendant's right to speedy trial, and the public, including victims and witnesses, interest in a timely, fair and just resolution of criminal cases, is best achieved by application of uniform and consistent time standards Fla. R. Crim. P. 2085(f) for the conduct of criminal cases in Circuit Court.

To encourage collaboration between the Court, the State Attorney, the Public Defender and the defense bar with a view towards a just and efficient disposition of criminal cases.

II. Objectives

- To implement an early Case Management Conference event to improve the early court intervention and use of a realistic Case Management Scheduling Order.
- To improve predictability and efficiency in case processing from arraignment to trial.
- To eliminate unproductive events and replace them with meaningful court events in the case process (Arraignment, Case Management Conference, Pretrial Conference and Trial Date).
- To manage cases according to their nature and complexity, to ensure early disposition of appropriate cases, to allow adequate time for trial preparation and individual judge management of more complex cases.
- Establish time goals and initiatives for efficient case processing and backlog reduction which target a 20-30% reduction in cases over 1 year of age and 80% "on-time" case processing of new cases filed as of 1/1/08.

III. Arraignment

At Felony Arraignment, after entry of initial plea, the judge will set a date for a mandatory Case Management Conference to be held within 45 to 60 days. Generally, standard cases will be set within 45 days and complex cases at 60 days.

IV. Case Track Designations and Time Goals

The State Attorney's Office will assign a presumptive track for all cases, at the time that the formal charging document (information) is filed. The presumptive track will be primarily based upon the lead charge in the charging document. Case track designations will establish a time period for completion of all discovery, plea conference, trial or disposition of the case.

Three final case track designations are established by the trial judge based upon: the nature of the charge, procedural complexity and reasonable time needed to prepare for trial and ensure a timely disposition.

- <u>Track "A" Expedited</u>, 3rd degree or simple, non-violent offenses or cases suitable
 for diversion. Standard in-custody cases may also be placed on the expedited
 scheduling track to encourage early disposition.
- Track "B" Standard, 2nd degree or cases not "A" or "C".
- <u>Track "C" Complex</u>, 1st degree or 2nd degree with multiple defendants or procedural complexity that require intensive, individual Judge management.

At the Case Management Conference, time to disposition goals is established, consistent with Florida Rules of Court (Fla. R. Jud. Admin. 2.085) as follows:

- 80% of Expedited "A" cases to be disposed within 180 days
- 80% of Standard "B" cases to be disposed within 240 days
- 80% of Complex "C" cases to be disposed within 360 days

The following goals are established for the Felony case management program:

TESINE (AUT)	ann -	72(1)(I))
	THE WASA DISTORTED	n is supposed to a posed
A Expedited	120 days	120 days
	180 days	180 days
B Standard	300 days	240 days
C Complex	300 days	12:0 44,0

V. Initial Discovery, Score Sheet and Initial Plea Offer

Initial discovery or notice thereof, as defined by Fla. R. Crim. P. 3.220, shall be provided at arraignment or at the earliest time possible, in the exercise of due diligence, in order to permit the State and the Defendant sufficient time, in advance of the case management conference, to evaluate the case and meaningfully participate in the Case Management Conference.

15 Days prior to the Case Management Conference, counsel shall confer and have completed the following:

- Initial discovery exchange
- Score sheet exchange
- Plea offer exchange
- Review of anticipated pretrial activities and dates

Counsel shall be prepared to discuss all aspects of case management and scheduling, to include, without limitation, the following:

- Any discovery issues requiring a motion to compel or an order to show cause
- Any expert witness issues.
- Any pretrial motions pending or contemplated, to include scheduling issues related to motions. This would include suppression motions, child heresay motions, and *Williams* Rule motions.
- Any conflict issues concerning representation.
- Any competency issues.
- Trial date and expected length of trial.
- Pretrial Conference date.
- Plea cut-off date.
- Motions; filing deadline and scheduling.
- Discovery deadline.
- Schedule additional case management conferences if necessary.
- Any other issues affecting a timely resolution of the case.

Counsel shall discuss whether the case can be disposed of by plea or by EID and, if so, a plea may be taken or an immediate plea date will be set in the Case Management Order. Cases identified for EID, Drug Court or Mental Health Court will be set for the next available date on that respective calendar.

The court may use an "ORDER SETTING CASE MANAGEMENT CONFERENCE" (Attachment A) to set any case filed prior to January 1, 2008, for a Case Management Conference.

VI. The Case Management Conference

Counsel and defendant will be present in court at the Case Management Conference, pursuant to Fla. R. Crim. P. 3.180(a)(3) and 3.220(p)(1). At the Case Management Conference, a

final case track designation will be set by the Judge, upon consultation with counsel, based upon the nature of the charges and procedural complexity of the case.

In addition, a "CASE MANAGEMENT CONFERENCE ORDER" (Attachment B) will set forth:

- Tentative cut-off dates for pretrial motions, completion of all discovery, depositions and expert evaluations
- A date for any interim pretrial status conferences where deemed necessary by the trial judge
 - Estimated time for Trial.

The clerk shall set a mandatory PRETRIAL CONFERENCE date to occur within 120 days of arraignment for an "A" track case and 165 days of arraignment for a "B" track case (120 days on "B" track case without a waiver of speedy trial).

The Scheduling Order shall also state a tentative TRIAL month and year based upon the case track to occur within 180 days of arraignment for "A" track cases (150 days on "A" track cases without a waiver of speedy trial) and 200 days of arraignment for "B" track cases (175 days on "B" track cases without a waiver of speedy trial).

VII. Amendments to the Scheduling Order

The Court recognizes that there are cases, which by their very nature and complexity, require special tracking standards and that unanticipated events may delay the trial of a case or require that a previously determined date be extended or continued. Therefore, a Case Management Order may, for good cause shown, be amended upon Order of the Court.

All requests for an enlargement or limitation of a scheduled event shall be in a filed, written motion to the trial judge or his designee. In the event that the Scheduling Order is amended, the clerk shall enter the amended dates in the court's case management system and shall revise the Case Management Order accordingly.

VIII. Pretrial Conference Date

Counsel and defendant will appear in court for the Pretrial Conference, pursuant to Fla. R. Crim. P. 3.180(a)(3) and 3.220(p)(1). Prior to the Pretrial Conference, counsel will consult and Plea offer will be discussed. At the Pretrial Conference, a "PRETRIAL CONFERENCE ORDER" (Attachment C), will set forth the status of discovery and acceptance/rejection of the Plea offer.

No continuances for lack of time for discovery or depositions will be approved unless received 30 days prior to scheduled date and only granted for extraordinary reasons. All requests for a continuance shall be in submitted in a filed, written motion to the trial judge or his designee.

Cases not reaching a Plea Agreement at the Pretrial Conference will be immediately set for a Trial Call, date to occur within 45 days, with a Trial certain date following within the next 14 days.

In complex cases, or where necessary, a Final Pretrial Conference may be held 14 days prior to the scheduled trial date at the Judge's discretion. This conference is intended for the purpose of planning the trial and to dispose of any remaining trial motions that may be pending. Three (3) days prior to the Final Trial Conference, counsel is to submit a Joint Pretrial Memorandum, with the State being responsible for preparing the first draft to contain:

- Stipulations of the Parties
- List of any trial motions to be heard
- Special needs of the case (e.g. interpreter)
- Estimated length of the trial

IX. Trial Date Certainty/Trial Calendaring

Trial dates will only be set on cases ready for trial. Trial dates will be set at the Pretrial Conference to occur within 45 days of the date of the Pretrial Conference.

In order to maintain trial certainty, a reasonable number of cases will be set for trial on every Monday of a trial week. The court will try cases on the day set, or later during the trial week. Cases not reached for trial on or by Thursday of the trial week may be carried over to the following Monday as a priority trial case.

No continuance of the trial date will be granted on basis of discovery or witness unavailability. Requests for continuance to another date within the Trial Cycle will be considered if received within 15 days of the Trial Notice provided at the Pretrial Conference. Requests for continuance made after 15 days from Notice of Trial date will only be considered for extraordinary circumstances.

X. Judicial Discretion

It is understood that specific situations may arise from time to time, which require some variation from the procedures set forth above. In the interest of justice, to address specific concerns in unusual circumstances, and in the promotion of judicial efficiency, the trial Judge, in his or her sound discretion, may extend the time periods and alter procedural requirements herein before mandated.

XI. Circuitwide Application

To promote uniformity in practice throughout the 20th Circuit, it is ultimately intended that these Criminal Case Management procedures and time standards be applied and implemented in each of the five counties within the Twentieth Judicial Circuit. However, recognizing that each

county may have differing needs requiring deviations from the plan set forth herein, the Circuit Administrative Judge of each respective county may submit to the Chief Judge a written proposed plan and procedure that, upon approval by the Chief Judge, may be applied in the respective county.

XII. Effect

The procedures set forth herein are intended to facilitate the timely, fair and effective resolution of criminal cases while ensuring the efficient use of court resources. They do not supplant any existing rule of criminal procedure or statute. A defendant's statutory right to a speedy trial is determined by Fla. R. Crim. P. 3.191 and not by reference to these procedures and time standards.

LAST UPDATED DRAFT: November 19, 2007

ATTACHMENT A

SIA	ATE OF FLORIDA Case No.
٧.	
	ORDER SETTING CASE MANAGEMENT CONFERENCE
	Pursuant to Rule 2.545, Florida Rules of Judicial Administration, the court, after
revi	ew of the Court file, hereby ORDERS
	That Defendant, ¹ Defendant's counsel of record, and the Assistant State
Atto	orney assigned to the case, appear for a case management conference on
	, atp.m./a.m, in
	, Florida
	It is further ordered that counsel be prepared to discuss all aspects of case
mar	nagement and scheduling, to include, without limitation, the following:
1.	Discovery, including initial discovery disclosure, reciprocal discovery, depositions, expert witness issues, any discovery issues requiring a motion to compel or an order to show cause.
2.	Any pre-trial motions pending or contemplated, to include scheduling issues related to such motions. This would include suppression motions, child heresay motions, and/or <i>Williams</i> Rule motions.
3.	Any conflict issues concerning representation.
<u>.</u>	¹ Pursuant to Rules 3.180(a)(3) and 3.220(p)(1), Florida Rules of Criminal

4.	Any competency issues.		
5.	Trial date and expected length of trial.		
6.	Pre-trial Conference date.		
7.	Plea cut-off date.		
8.	Motions; filing deadline and scheduling.		
9.	Discovery deadline.		
10.	Schedule additional case management conferences if necessary.		
11.	Any other issues affecting a timely resolution of this case.		
	DONE AND ORDERED at Fort Myers, Lee County, Florida, this day or		
	, 20		
need to you office	Circuit Court Judge a are a person with a disability in accordance with the Americans with Disabilities Act who is any accommodation in order to participate in this proceeding, you are entitled, at no cost u, to the provision of certain assistance. Please contact whose is located at and whose telephone number is, within two working days of your receipt of this notice; if you are hearing of impaired, call 1-800-955-8771.		
•	CERTIFICATE OF SERVICE I HEREBY CERTIFY that a true and correct copy of the above order has been shed to:		
this _	day of, 20		
	By:		

Attachment B IN THE CIRCUIT COUNTY COURT OF THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR LEE COUNTY, FLORIDA CRIMINAL DIVISION

STATE OF FLORIDA		CASE NO.:	
vs,		TRACK:	
•		DATE:	
CAS	E MANAGEMENT COL	NFERENCE ORDER	
A Score Sheet and Plea Offer ha			□ No
The PLEA has been: Acce	epted, PLEA ACCEPTANCE cted.	HEARING set for:	
SPEEDY TRIAL has been:	☐ WAIVED ☐	NOT WAIVED	☐ TOLLED
1. Track Amended to:	A-Expedited	B-Standard	C-Complex
2. All Pretrial Discovery/Depos	sitions/Expert Evaluations TO) BE COMPLETED before	re:
3. All MOTIONS/PRETRIAL	HEARINGS, shall be dispose	ed before:	
4. Estimated length of TRIAL:			
5. Projected TRIAL Month and	Year:		
Pre Trial Conference Date and	l Time:		
	ALL PARTIES MUS	ST APPEAR	
,			
Once approved at this Case Management be modified except by leave of Country deadlines in the order absent Country	ort upon a showing of good cause;	r official notice of dates and r stipulations between counsel	equired court appearance. It may shall not be effective to change
If the above named defendant fails to arrest and any bond shall be forfeited	appear at the next or any subseq l.	uent court date, a warrant sh	all be issued for the defendant?
Defendant			
Counsel for Defendant		Assistant State Attorne	y
	Signed and approved	this	day of 2007

Honorable

Attachment C IN THE CIRCUIT COUNTY COURT OF THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR LEE COUNTY, FLORIDA CRIMINAL DIVISION

CKIMINAT DIA	AISIOIA
STATE OF FLORIDA	CASE NO.:
vs.	TRACK:
	DATE:
PRETRIAL CONFER	RENCE ORDER
A Score Sheet and Plea Offer have been completed and review	5WOU
The PLEA has been: Accepted. PLEA ACCEPTANCE Rejected.	E HEARING set for:
SPEEDY TRIAL has been: WAIVED	NOT WAIVED TOLLED
All Pretrial Discovery HAS BEEN COMPLETED:	☐ Yes ☐ No
2. All Depositions HAVE BEEN COMPLETED:	☐ Yes ☐ No
3. All Expert Evaluations HAVE BEEN COMPLETED:	Yes No
4. All Motions/Pretrial Hearings HAVE BEEN DISPOSED	D: Yes No
TE NOT MOTION TO BE HEARD:	
5. Estimated length of TRIAL: 6. TRIAL on: IF ORDERED BY THE COURT: Next Pretrial Conference ALL PARTIES MU	rence Date and Time:
	puntaone poetro-
Defendant	
1.C. Defendant	Assistant State Attorney
Counsel for Defendant Signed and approved	day of 2007

STATE ATTORNEY: yellow

DEFENSE ATTORNEY: pink

Honorable

BAILIFF: goldenrod

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE: ESTABLISHMENT AND IMPLEMENTATION OF CIVIL CASE MANAGEMENT PLAN

ADMINISTRATIVE ORDER NO. 1.13

WHEREAS, it is in the best interest of the citizens of the Twentieth Judicial Circuit for the Court to develop innovative means to further improve the fair, predictable, efficient, and timely disposition of civil cases in the civil division of the Circuit Court;

NOW, THEREFORE, pursuant to the authority prescribed by Fla. R. Jud. Admin 2.215 and for the purpose of promoting the efficient administration of justice within the Twentieth Judicial Circuit, it is ORDERED as follows:

- 1. There is established within the Twentieth Judicial Circuit a Civil Case Management Planiapplicable to circuit civil cases, which will be administered by the Administrative Office of the Courts through direction of the Circuit Administrative Judges in each county for the implementation of enhanced case management procedures and guidelines for the timely and efficient processing of circuit civil cases and reduction in the pending backlog of civil cases.
- 2. The basis for the Civil Case Management Plan is attached hereto, identified in Attachment A as the "Civil Differentiated Case Management (DCM) Procedures and Backlog Reduction Plan," and is incorporated as if fully set forth herein. The Civil Case Management Plan is to be used as a model for the purpose of establishing time standards, improving the courts ability to provide early and continuous management of civil cases as required by Fla. R. Jud. Admin. 2.545, and to promote uniformity of practice throughout the Twentieth Judicial Circuit.
- 3. It is intended that the Civil Case Management Plan be implemented uniformly and circuitwide within the Twentieth Judicial Circuit. However, recognizing variations as it relates to staffing and resources among the five counties within the Twentieth Judicial Circuit, the full Civil

Case Management Plan and DCM procedures, in the format of the model plan-included herein as Attachment A, will be implemented first as a pilot in Lee and Collier counties, effective January 1, 2011, with full implementation to be later expanded, as appropriate, to other counties within the Twentieth Judicial Circuit. Recognizing that Charlotte, Hendry and Glades counties may have differing needs requiring certain deviations from the model plan attached hereto, the Circuit Administrative Judge of each respective county may submit to the Chief Judge a distinct written proposed plan with procedures that, upon approval by the Chief Judge, may be implemented in the respective county. ¹

- 4. Full implementation of the Civil DCM Case Management Procedures (Attachment A), including all uniform circuitwide procedures and forms, shall apply to all civil cases filed in Lee and Collier counties, effective January 1, 2011.² Even though full implementation may be delayed in Charlotte, Hendry, and Glades counties, all civil time standards and goals, and the use of civil Case Managers and Magistrates to assist trial judges in the process of civil case management and backlog reduction programs, shall be effective circuitwide immediately.
 - 5. It shall be noted that the forms included with Attachment A³ are intended as models, and any updates or modifications shall be posted and available for viewing on the Court's website at http://www.ca.cjis20.org/web/main/civil.asp. It shall be the responsibility of all parties to check the

¹ This Administrative Order is amended so as to reflect that the Charlotte County Circuit Administrative Judge subsequently submitted a Civil Differentiated Case Management (DCM) and Backlog Reduction Plan tailored to meet the needs of Charlotte County. By letter dated April 9, 2012, this plan was formally approved by the Chief Judge for implementation effective May 1, 2012. A copy of the approved plan for Charlotte County is included herein as Attachment B.

² Full implementation of the Charlotte County Civil DCM Case Management Procedures (Attachment B) shall apply to all civil cases filed in Charlotte County, effective May 1, 2012.

³ This paragraph applies equally as it relates to the Charlotte County Civil DCM Case . Management Procedures (Attachment B).

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and DCM procedures.

- 6. The procedures and time standards set forth in the model plan, or in any other written plan approved by the Chief Judge, are intended to facilitate the timely, fair and effective resolution of civil cases while ensuring the efficient use of court resources. The procedures and time standards do not supplant any existing rule, statute, or law. Neither this Administrative Order nor the Civil Case Management Plan shall be construed as granting any rights not already provided for by rule, statute, or law.
- 7. To the extent that any provision of this Administrative Order may be construed as being in conflict with any rule, statute, or law, the rule, statute, or law shall prevail.

DONE AND ORDERED in chambers in Fort Myers, Lee County, Florida, this _____/

lay of _______, 2012

Jay B. Rosman Chief Judge

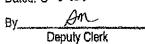
History. - Administrative Order 1.13 (December 10, 2010).

STATE OF FLORIDA, COUNTY OF LEE FILED FOR RECORD

This 16 Day of 2012 Recorded in CIRCUIT

Book 56 Page 60-99 and Record Verified.

CHARLIE GREEN Clerk Circuit Court By <u>Aua M</u>. Deputy Clerk I certify this document to be a true and correct copy of the record on file in my office, Charlie Green, Clerk Circuit/ County Court, Lee County, FL Dated: 5/6/12





Twentieth Judicial Circuit

<u>Civil Differentiated Case Management (DCM) Procedures and Backlog</u> <u>Reduction Plan</u>

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- f. Uniform Pretrial Conference/Trial Order

Civil Differentiated Case Management (DCM) Procedures and Backlog Reduction Plan

I. Purpose and Goals

This Twentieth Judicial Circuit Civil Caseflow Management and Backlog Reduction Plan seeks to use innovative strategies to address the growing backlog and to implement modern differentiated caseflow management procedures in the circuit civil courts for the future to accomplish the following goals:

- Improve the courts ability as required by Fla. R. Jud. Admin. 2.545, to provide early and continuous control of case processing through use of additional Magistrate and Case Management resources, to ensure fair and prompt resolution of disputes consistent with the nature and complexity of the case.
- Identify immediate strategies for civil and foreclosure case backlog reduction plans to assist in prompt resolution of the current 31% of civil cases pending over 18 months.
- Improve the courts ability to respond to the growing number of commercial, business and other economic based civil filings having a direct impact on economic recovery in the circuit.
- Develop uniform procedures for effective early judicial intervention and management of complex cases consistent with Fla. R. Civ. P. 1.201 for managing complex litigation.
- Reduce public costs of civil litigation through early identification and expedited handling of relatively simple two-party cases to ensure prompt resolution of expedited matters through early referral to mediation or expedited hearing where appropriate.
- Improve the quality and timeliness of Management Information from the Clerk/Court MIS systems to assist judges and the court in management of civil cases and identification of cases pending beyond the Florida Supreme Court time standards set forth in Fla. R. Jud. Admin. 2.250.

II. Circuit-wide Civil and Foreclosure Backlog Reduction Goals

Each Circuit Administrative Judge, in consultation with the civil judges and the local Bar Association, has developed a civil backlog reduction plan to be effective January 1, 2011.

Each county backlog reduction effort may include the following components or other calendar management options as determined by the Circuit Administrative Judge in each county based on nature and volume of civil backlog:

a. Backlog Reduction Goal

1 .- F .- 1-1-1

1. To reduce the number of economic-related circuit civil cases over 18 months of age by 10 % by June 30, 2011.

b. Civil Backlog Reduction Strategy

 Case Management/Settlement Conferences in Backlogged Circuit Civil Cases— Cases may be scheduled before a Magistrate or Case Manager. Cases not disposed will result in a Case Management Order/Report to the trial judge with firm discovery cut-off dates, pretrial issues to be resolved and date matter to be ready for trial.

III. Civil DCM Case Management Plans - Time Standards & Goals

These time standards/goals are developed consistent with those established by the Florida Supreme Court pursuant to Fla. R. Jud. Admin. 2.250 and are intended to be flexible, presumptive time periods for disposition of civil cases.

Complex case time standard/goal is expanded to 24 months upon designation of a case as complex consistent with Fla. R. Civ. P. 1.201 regarding management of complex civil litigation. The local goal of 80 - 90% disposition of cases within time standards recognizes, consistent with Fla. R. Jud. Admin. 2.250(a), that there are a portion of cases that present unique pretrial problems that may cause reasonable delay. Time standards established by case track are:

a. Complex cases
b. Standard cases
c. Expedited cases
80% disposed within 24 months
80% disposed within 18 months
90% disposed within 12 months

IV. Case Track Definition and Criteria

a. Complex Case Track - (Goal 24 months)

The complex case track involves those cases with extraordinary complexity as to require or benefit from early intervention and individual judicial management. Complex cases are defined by Fla. R. Civ. P. 1.201. Cases may be designated for management on the complex track in one of the following ways:

- 1. Complex cases designated by motion or stipulation and approved by the court as cases meeting complex litigation criteria under Fla. R. Civ. P. 1.201(a); OR,
- 2. Cases identified by the court on its own motion as complex case under Fla. R. Civ. P. 1.201 due to extraordinary procedural complexity, number of parties or other case factors that will require or benefit from individual judicial management;

<u>Presumptive Case Types-</u> Local plans may establish presumptive complex case types for review with the assigned Judge based on local needs and filing trends.

Examples of presumptive complex case types that may be appropriate for early screening and review of case complexity are:

- Class Action Cases as noted on Civil Cover Sheet (Form 1.997, section
- Environmental/Toxic Tort/Mass Tort Litigation (Form 1.997, section
- Anti-Trust/Securities Litigation
- Malpractice Medical (or involving Wrongful Death)
- Nursing home negligence
- Other complex cases with extraordinary number of parties, experts, pretrial discovery issues

Presumptive complex case types may be designated for early screening and review by Case Managers. Multiple parties are a key factor, as referenced by the rule; however procedures should be developed in cooperation with the Clerk's Office to identify "presumptive" case types from the Civil Case Cover Sheet.

The Case Manager should be notified of presumptive case types upon filing by the clerk so that they may be actively monitored by the Case Manager after all defendants have been served, an appearance has been entered in response to the complaint by each party or a default entered. The Case Manager will review with the assigned Judge each case by evaluating the Civil Cover Sheet, Answer(s) and Complaint to determine the need for assignment to complex track.

b. Standard Case Track-(Goal 18 months)

Standard case track involves the large majority of standard cases that normally will not require a high level of judicial case management to reach timely resolution unless unusual pretrial delay arises. Examples of general case types that would be defined as standard cases, assuming no unusual complexity are:

- Personal injury/tort
- Auto negligence
- Standard contract cases without extraordinary pretrial discovery complexity
- 1. Case Management Conferences in Standard Cases- a Case Management Conference will be scheduled in standard cases, to be held generally within 190 days from the date of filing the initial complaint. The parties may set the initial case management conference or the Court, in its discretion may set the date for initial case management conference. Parties may also request a case management conference by written request through the Magistrate's office.

The Initial Case Management Conference may be waived/canceled upon submission of the Counsel Stipulated (Agreed) Case Management Plan, signed by all parties, and approved by the Court. Forms will be available on the Court's website.

2. Stipulated (Agreed) Case Management Plan – A Stipulated (Agreed) Case Management Plan may be developed jointly by counsel for the parties as well as any parties appearing pro se and filed within 150 days from the filing date of the initial complaint. This will allow counsel and pro se parties to consult early in the case, devise an agreed upon case plan and waive an initial case management conference, if the case plan is approved by the Court.

The use of a Stipulated (Agreed) Case Management Plan early in the case (within 150 days) is intended to allow all parties, pro se or through counsel, to set a reasonable case plan targeting dates for discovery, expert reports and referral to alternative dispute resolution (ADR), without court intervention, provided that the general time parameters are set and adhered to.

c. Expedited Case Track - (Goal 12 months)

Expedited cases are those cases normally requiring little judicial intervention with relatively simple procedural and legal issues that can be resolved promptly by early referral to mediation, ADR or expedited hearing.

Expedited cases may include:

- Contested Residential and Commercial Foreclosure
- Simple, two-party Collection/Indebtedness cases under \$50,000.00
- Non Jury cases

Contested cases identified as expedited may be set directly by counsel or pro-se litigant for mediation within 270 days, or as practical, as part of the Stipulated (Agreed) Case Management Plan.

Foreclosure cases will not require a Stipulated (Agreed) Case Management Plan and would continue to be set on a hearing docket, possibly before a Senior Judge.

V. Civil DCM Case Management Procedures

a. Screening and Assignment to Case Tracks

- Civil Cover Sheet (Fla. R. Civ. P. Form 1.997)
 To be filed with the Clerk by the plaintiff along with the initial complaint. After review, data entry clerk will forward Cover Sheet/Complaint/Answer for cases that meet presumptive complex criteria to Case Manager.
- 2. Case Review and Screening by Case Manager
 After responsive pleadings are filed, cases meeting presumptive complex case criteria will be reviewed by a Case Manager for recommended track decision.
 Potentially complex cases will be reviewed with, and approved by, the assigned trial judge for assignment to the appropriate case track. (Upon complex case designation, case management procedures will follow Section V.b. of this document).

3. Standing Order for Case Management/Stipulated (Agreed) Case Management Plan
Plaintiff will attach the Standing Order for Case Management and Request for
Stipulated Case Management Plan with the initial complaint for service on all
parties (with the exception of Homesteaded or defaulted Foreclosure actions).

b. Case Management Procedures - Complex Cases

- Designation to the complex track
 Cases may be designated to the complex track as provided under Fla. R. Civ. P.
 1.201 by:
 - Motion or Stipulation by Parties
 Motion or stipulation for designation as a complex case under Fla. R. Civ. P.
 1.201 must be filed with the Clerk of Court. The Clerk will provide a copy to the Case Manager in order to assist the judge in case preparation for Initial Case Management Conference or motion hearing;
 - On Court's Motion
 Case Manager may recommend designation as a complex case to trial judge after receipt of responsive pleadings and review of complaint, answer and civil case cover sheet in presumptive case types.
- Initial Case Management Conference
 Set by the assigned trial judge to occur within 60 days of designation as a complex case with assigned Judge or Magistrate in selected cases;
- 3. <u>Joint Statement of Parties</u>
 At least 20 days prior to the date of the initial case management conference, counsel for the parties as well as any parties appearing pro se shall confer and prepare a joint statement outlining a discovery plan, which shall be filed with the clerk of court no later than 14 days before the conference under Fla. R. Civ. P. 1.201;
- 4. <u>Case Management Order</u>
 To be consistent with the uniform circuit Case Management Order resulting from the conference which provides:
 - Pretrial Discovery/Case scheduling plan
 - Plan for referral to ADR
 - Next Case Management Conference Date
 - Date for next Pretrial Conference (not less than 90 days prior to the trial date)
 - Estimated date for trial/readiness date within 24 months
- 5. <u>Interim Case Management Conference or Pretrial Conference</u>
 At the trial judge's discretion, an interim case management conference or Pretrial
 Conference may be set with the Judge or Magistrate to facilitate resolution of
 pretrial management or discovery matters, resolve outstanding issues and set a firm
 trial date.

6. <u>Trial</u> Trial date set by judge at the Final Case Management Conference.

c. Case Management Procedures - Standard/Expedited Cases

1. Standing Order for Case Management/Stipulated (Agreed) Case Management Plan-The Plaintiff will attach the Standing Order for Case Management and Request for Stipulated (Agreed) Case Management Plan with the initial complaint for service on all parties (with exception of Homesteaded and Defaulted Foreclosure actions).

Case Management Conference
 In standard cases, counsel for the parties as well as any parties appearing pro se may waive the initial case management conference by filing a Stipulated (Agreed) Case Management Plan, approved by the Court, within 150 from the date of filing the initial complaint.

In cases where all of the parties, pro se or through counsel, do not file a Stipulated (Agreed) Case Management Plan within 150 days, or in cases where the plan has been filed but not approved by the Court, all parties will be required to attend an initial Case Management Conference as scheduled by the Court to establish a case management/scheduling plan.

3. <u>Presumptive case scheduling plan/time goals</u>
Stipulated (Agreed) Case Management Plans may be flexible and based upon individual case factors, but should be consistent with reasonable and presumptive pretrial discovery and ADR time goals as follows:

Case <u>Track</u>	Completion <u>Discovery and ADR</u>	Trial/Disposition
Standard	450 days	540 days
Expedited	270 days	365 days

IN THE CIRCUIT	UIT COURT FOR THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR COUNTY, FLORIDA CIVIL ACTION			
•	95% (12 <u>8</u>	er ep. p.	CASE NO:	*.
Petitioner(s) vs.),	•	•	
Defendant(s	s).	,	•	

STANDING ORDER IN CIVIL CASES IN THE TWENTIETH JUDICIAL GIRCUIT

PURSUANT to Florida Rule of Civil Procedure 1.200(a), Florida Rule of Judicial Administration 2.545, and Administrative Order 1.13 entered by the Chief Judge of this Circuit, the parties are ordered to adhere to the following information and procedures applicable to civil lawsuits:

- 1. <u>SERVICE OF THIS ORDER</u>. The Plaintiff is directed to serve a copy of this order with each Summons issued in this case. One copy of this Order is to be filed with the Clerk of the Circuit Court with proof of service. The Plaintiff shall pay the appropriate statistory clerk's fees on copies for each Standing Order issued and attached to the Summons.
- 2. CIVIL CASE MANAGEMENT SYSTEM. The Supreme Court of Florida has established guidelines for the prompt processing and resolution of civil cases. This Court has adopted a case management system to help meet those guidelines. In contested cases (other than foreclosures, involuntary commitment of sexually violent predators and eminent domain cases), the parties are required to participate in the case management system. The case management system requires early consultation and cooperation among the parties for the preparation and submission of an Agreed Case Management Plan, early interaction with a Civil Case Manager and early involvement by the Court. The Agreed Case Management Plan requires the parties to identify a case track, confer in a good faith attempt to narrow the matters in controversy, identify the issues that require direct involvement by the Court, and establish a schedule for addressing those issues. The Agreed Case Management Plan may be accessed at the Court's website at: [http://www.ca.cjis20.org/web/main/civil.asp].

Unless all of the Defendants have been served and have defaulted, an Agreed Case

Management Plan will be submitted to the Civil Case Manager, at the (location by County)

on or before 150 days from the date of filing of the mitial complaint. If the parties are unable to agree on an Agreed Case Management Plan, a case management conference will be scheduled by the Court. If a case management conference is scheduled, attendance by trial counsel and those parties who are not represented by counsel is mandatory.

alternative DISPUTE RESOLUTION (ADR). ADR provides parties with an out-of-court alternative to settling disagreements. The Court requires the parties to participate in ADR prior to trial. Mediation is mandatory unless the parties agree to another form of ADR. Mediation is a conference at which an independent third party attempts to arrange a settlement between the parties.

⁴ Case Track options include Expedited, Standard or Complex. Case Tracks have been established in order to comply with the case disposition standards set forth in Florida Rule of Judicial Administration 2.250(a)(1)(B).

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4. RULES OF PROFESSIONALISM. The Twentieth Judicial Circuit has adopted Administrative Order 2.20, which sets forth standards of professional courtesy and conduct for all counsel or pro-se litigants practicing within the Circuit. The Court requires that all familiarize themselves and comply with Administrative Order 2.20. Administrative Order 2.20 may be viewed on the Court's website at: http://www.ca.cjis20.org/web/main/ao_admin.asp

DONE AND ORDERED in Chambers at _____, ___County, Florida, on Circuit Judge

	RT FOR THE TWE TY, FLORIDA	NTIETH JUDICIAL CIRCUIT IN AND FO)N
Plaintiff(s),	7	CASE NO:	

VS.

Defendant(s).

ORDER SCHEDULING CASE MANAGEMENT CONFERENCE

The Court has scheduled a case management conference in this case, before the Case

Manager, _______, pursuant to Florida Rule of Civil Procedure 1.200(a),
and Florida Rule of Judicial Administration 2.545, on (date) _______ at (time) ______,
in Courtroom ______, (location) _______.

- 1. Prior to Case Management Conference. Each counsel must confer with his or her client(s) prior to the case management conference in order to determine the client's position with respect to settlement, pleading, admissions, and other matters that require the consent of the client. Counsel shall be prepared to make the representation that this conference has taken place. Trial counsel and those parties who are not represented by counsel (hereinafter referred to as "pro se" parties) must conference and discuss agreements on as many of the issues listed below in paragraph 2.A. as possible. Trial counsel and/or the parties shall be prepared to discuss the possibility of settlement of the case. Trial counsel and pro se parties shall work together to agree on the provisions of an agreed Case Management Plan, in the form attached hereto, and shall be prepared to discuss any unresolved issues at the Case Management Conference.
- 2. <u>Case Management Conference</u>. Trial counsel and pro se parties <u>must</u> personally appear and attend the case management conference. Those attending shall bring their personal calendars to the case management conference. Those attending <u>must</u> have a thorough knowledge of the case, be prepared to discuss it and make stipulations and admissions when appropriate.

- A. Those attending <u>must</u> be prepared to discuss:
- i. Scheduling or rescheduling deadlines for the service of motions, pleadings and other papers. This shall include adding, dropping or amending claims or defenses and adding or dropping parties.
 - ii. Determining the existence of issues that may be severed and/or resolved pre-trial
- iii. Limiting, scheduling, ordering and expediting discovery. This shall include the desirability of creating document depositories and addressing the handling of privilege and confidentiality claims.
- iv. Scheduling hearings and/or deadlines for motions (including motions addressed to the pleadings, motions to declare the case "complex" pursuant to Florida Rule of Civil Procedure 1.201(a) and motions for summary judgment), mediation, alternative dispute resolution and other conferences.
- v. Requiring interim status reports, and determining other matters that may aid in the disposition of the action and resolution of pretrial motions discovery and preparation for mediation, alternative dispute resolution and trial.
 - vi. Determining whether issues can be parrowed by the filing of preliminary stipulations.
- vii. Organizing counsel to include the designation of lead counsel and liaison counsel, the role of other counsel, and responsibility for the preparation and maintenance of a service list.
- viii. Establishing procedures for addressing emergencies, including the use of telephone conferences.
- ix. Identifying present or potential future related litigation, including the transfer and consolidation of intra-circuit civil cases; civil cases in other circuits; and/or criminal proceedings and investigations.
- x. If the case is filed as a class action: establishing a procedure, discovery schedule and deadlines, and a hearing date to determine the issue of class certification, to include a briefing schedule, exchange of witness and exhibit lists, and clarifying disputed issues of fact and law.
 - xi. Estimating the time needed for trial and setting a tentative trial date.

- xii. Any of the issues set forth in Florida Rule of Civil Procedure 1.200(a).
- B. At the case management conference, the Case Manager will address the unresolved provisions of the Case Management Plan and submit a proposed plan for the court's consideration and approval.
- C. The proceedings at the case management conference shall be informal and will not be reported unless requested by a participant who makes prior arrangements with the court reporter.
- 3. Referral of discovery matters to the General Magistrate. In any civil case before the Court, discovery motions and other appropriate pending matters may be referred to the General Magistrate for hearing pursuant to an Order of Referral to Magistrate. Any party wishing to object to the referral of a matter to the General Magistrate must file an objection no later than the day of the scheduled hearing. The failure to timely object to the referral as set forth herein shall constitute a waiver of any objection to such referral.
- 4. Alternative to attending Case Management Conference. As an alternative to attending a case management conference, counsel and pro se parties may comply with this order by submitting an "Agreed Case Management Plan," in the form attached hereto, to the Civil Case Manager, at the (location) ________. The Plan must be signed by all counsel and pro se parties and received by the Civil Case Manager not later than 7 calendar days prior to the conference. The Plan will also be considered timely if the parties submit a courtesy copy of the signed original to the Civil Case Manager via facsimile (Fax #) _______ or e-mail transmission (email address) _______ not later than 7 calendar days prior to the conference, and if the original is mailed or hand delivered on the same day along with self-addressed and stamped envelopes for all parties. Upon written approval by the Court, the original Plan will be filed with the Clerk of Court, a copy served on all counsel and/or parties of record, and the case management conference shall be cancelled. If the Court does not approve of the Plan, the case

60075

management conference will <u>not</u> be cancelled. Applicable forms are available on the Court's website at: http://www.ca.cjis20.org/web/services/jacs.asp.

5. Sanctions. Counsel and/or parties are hereby cautioned that misconduct, failure to attend the case management conference or noncompliance with the terms of this order may result in sanctions by the Court. Sanctions may include the assessment of special costs, including attorney's fees, the striking of pleadings and/or the dismissal of the action.

DONE AND ORDERED in,	County on
	Circuit Judge
Conformed copies provided to Counsel/Parties of Re	ecord y
(Insert ADA language)	

IN THE CIRCUIT	COURT OF THE TWEN COUNTY, FLORIDA	TIETH JUDICIAI	L CIRCUIT IN AND FO CIVIL ACTIO)R)N
Plaintiff(s), vs.				
, 27		Case	No.	
Defendant(s)				
	AGREED CASE MANAG			
	bmit the following Agreed Case l		i di	
Case Track Assig	nment1 (check one - must be	completed for cases file	d 1/1/10 or thereafter):	
<u> </u>	Expedited Track (Case resolv (It is recommended that discov within 270 days after the comp	ery and an alternative di laint is filed and a finag	Spare Lezolamon of combience	i 5
	days after the complaint is filed	ε		
	Standard Track (Case is reso (It is recommended that discov	ery and an aliemalive u	ISDATE LESOTATION OF COUNTY-OF	d
	within 450 days after the comp	laint is filed and a final	disposition entered within 54	0
	days after the complaint is file	d) / / /		G
	Complex Track (Case resolv	ed within/2@xears)	of Civil Procedure 1 201)	•
	(Case will likely be declared or	ompiex per Fiorida Ruic	01 CIVII 1 1000 auto 1.201)	
	·			9
Case Deadlines a	ind Events		AGREED DATE	
	DEADLINE OR EVENT			רס
Statement of Facts	and/or Counterclaim(s)	Plaintiff(s):		
		Defendant(s):		
Identification of fa	cts the parties believe to be dis	puted		
Plaintiff(s):				
		Defendant(s):		
7. (16) / .6/3	ie issues of law to be decided by			
Identification of the	le issues of law to be decided by	VII. 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Motions to Add Pa	arties or to Amend Pleadings			
Disclosure of Fact	Witnesses	Plaintiff(s):		
	•	Defendant(s):		

¹Case disposition times for all Case Tracks have been established in accordance with Florida Rule of Judicial Administration 2.250(a)(1)(B). Although Standard and Complex Track cases may or may not be resolved with a jury trial, it is expected that Expedited Track cases will be resolved without a jury trial.

DEADLINE OR EVENT	AGREED DATE
Di-lawy of Evnert Witnesses	
Plaintiff(s):	
Defendant(s):	
Filing of Exhibit List Plaintiff(s):	
Defendant(s):	
Discovery Deadline for Fact Witnesses (All discovery must be commenced in time to be completed before this date) Plaintiff(s):	
Defendant(s):	A A A
Expert Opinion Available to Opposing Party (It is recommended that the last exchange occur 4 months before trial and 1-2 months before discovery deadline to allow time for expert depositions. This does not require a written report unless otherwise required by the rule.) Plaintiff(s)	
Defendant(s):	
Discovery Deadline for Expert Witnesses Plaintiff(s):	
Defendant(s):	
Completion of Alternative Dispute Resolution (AIR) (Mediation is mandatory unless the parties agree to another form of ADR. If early ADR is selected and it does not result in settlement or disposition of this entire action, a case management conference will be scheduled within	
45 days from the date of ADR.) Deadline: Type of ADR:	
Deadline for Filing Dispositive Motions (Court requires filing not later than 10 days prior to the pretrial management	
Pretrial Conference Date (Unless early ADR is selected, a pretrial conference date will be scheduled within 45 days of the date of ADR not resulting in settlement or disposition of this entire action.)	An Order will be issued by the Court scheduling the Pretrial Conference.
Other Deadlines or Events	

•	
Trial Information	r. C. T. Trial
Estimated Date the Case Will Be Prepared	tree on the estimated
Estimated Date the Case will be reparted and unrepresented parties do not ag date on which the case will be prepared to go to the case will be prepared to g	o trial the Court may on
date on which the case will be prepared to go t	O uniting the desired of
its own motion set the case for trial)	er of trial days):
Estimated Length of Trial (specify the number	er of it tur viol, 2).
Identification of Jury or Non-Jury Trial	
otherwise agreed to by the parties <u>and</u> approve changes to these deadlines upon a showing of emergency nature or unavailability. However by the Court prograstination in completing of	will be strictly adhered to by the parties unless a change is ed by the Court. The Court will consider a request to approve f good cause by either party based on matters arising from an c, once the Agreed Case Management Plan has been approved discovery or the unavailability of counsel will not constitute The failure to abide by these deadlines may result in sanctions by's fees, the striking of pleadings, and/or a dismissal of the
by the Court, including the award of attorned	y 8 1608, the senting 1
action.	
•	
Signature, address and telephone number of C number:	Counsel and Unrepresented Parties. Counsel must state Fl Bar
PLAINTIFF'S COUNSEL	DETENDANT'S COUNSEL
	Address
Address	Telephone #
Telephone # Fax #	Fax#
E-Mail Address	E-Mail Address
Florida Bar #	Florida Bar#
Florida Dat "	> '
	Or, if pro se, DEFENDANT
Or, if pro se, PLAINTIFF	Address
Address	Telephone #
Telephone #	·
	NG AGREED CASE MANAGEMENT PLAN
ORDER APPROVIE	VG AGREED CAST THE
the precedit	ng Agreed Case Management Plan and finding it to be
THE COURT having reviewed the precent	1151151
satisfactory, it is	overe AND
ORDERED AND ADJUDGED that the A ALL PARTIES SHALL ABIDE BY THE	greed Case Management Plan is hereby APPROVED AND E TERMS HEREIN.
	*1 *1
DONE AND ORDERED in	County, Plotted on
_	Circuit Judge
Conformed Copies To:	~

	ICIAL CIRCUIT IN AND FOR CIVIL ACTION
CA	ASE NO:
,	
Plaintiff(s)	
VS	
Defendant(s).	
UNIFORM ORDER SETTING JURY TRIAL	NON-JURY TRIAL
(Notice for Trial)	
THE CAUSE having come before the Court up and it appearing to be of 1.440, Florida Rules of Civil Procedure it is hereby: ORDERED AND ADJUDGED as follows:	herwise at issue, pursuant to Rule
1. Pretrial Conference	and the second s
2. For Lee County A Pretrial Conference is sche	duled on
	at (time) III Courtious i
(date)Rloor	(location) Lee County Justice Center, 1700
77 23001	murguant to Rule 1,200 of the
The state of the s	Anna RUK THE PUKEUDD UF
FIORIGA RUIES OF CIVIL 11000	FIRMATION OF THE ATTACHED
THE PROPERTY CONFERENCE	CORDER FURIVA
7	ed to schedule a Pretrial Conference
For Contex Councy	JACS System
through the	vices/jacs.asp) before Magistrate
	at the Collier County Courthouse,
TI 24112 Hagging	Room 3-3 within ninety (90) days of
Naples, FL 34112, Item ing	Pretrial Conference may NOT be set
the date of this Order. The	(45) days of the date of this Order to
within the just joriy-jure	II narties
allow sufficient notice to al	· puitto
2. Attendance at Pretrial Conference	
	Conference by lead counsel trying the
in Dutio	o is mandatory TINLESS an Agreed
For Lee County Appearance at the Pretrial	75 IS HIGHWARDLY OF TAXABLE THE TAXABLE TO THE TAXA
1 11 mm de nortie	e (using the attached form) has been
case and all pro-se partie	r (nging the attached lolli) has been
case and all pro-se partie Pretrial Conference Orde	r (using the attached form) has been se Manager at least 7 calendar days in
case and all pro-se partie Pretrial Conference Orde submitted to the Civil Case	r (using the attached form) has been se Manager at least 7 calendar days in ad Pretrial Conference and an Orde
case and all pro-se partie Pretrial Conference Orde submitted to the Civil Cas advance of the schedule approving the Agreed	r (using the attached form) has been se Manager at least 7 calendar days in ad Pretrial Conference and an Orde
case and all pro-se partie Pretrial Conference Orde submitted to the Civil Ca advance of the schedule approving the Agreed	r (using the attached form) has been se Manager at least 7 calendar days in a Pretrial Conference and an Order Pretrial Conference Order has been
case and all pro-se partie Pretrial Conference Orde submitted to the Civil Ca advance of the schedule approving the Agreed entered by the Court.	r (using the attached form) has been see Manager at least 7 calendar days in an Order Pretrial Conference and an Order Pretrial Conference Order has been a Conference by lead counsel trying the sis mandatory even if an agreement in

reached on the form of the Pretrial Conference Order. If the Pretrial Conference is held before the Magistrate, represented parties may appear by telephone. Parties wishing to appear by telephone shall make arrangements with the Court through Court Call no later than ten (10) days prior to the Pretrial Conference. If any objection is made to the Magistrate conducting the Pretrial Conference, the Judge will conduct the Pretrial Conference and lead counsel, all represented parties, and all pro-se parties must attend in person.

3. Trial Period

For Lee County	This cause is set for trial during the [# of weeks] week trial
FOR EDE COURTY	period <i>[beginning & ending date of trial period]</i> in Courtroom
	[#1, [# Floor], Lee County Justice Center, 1700 Monroe Street,
	Fort Myers, Fl 33901, before the undersigned judge. Docket
	Sounding will be held on [date] at [time] in Courtroom [#]. [#
	days have been requested for this trial. The Court will continue
	this trial if it appears that additional time is required and the
	other cases set for this trial period are jeopardized. In the event
	this trial is commenced and it becomes apparent that sufficient
	time was not requested, a mistrial may be declared and costs
	assessed against the party causing the over-run.
For Collier County	The Court will confirm a trial period at the Pretrial Conference.

4. Pre-trial Events

- A. Exchange of Expert & Day Witnesses. No later than thirty (30) days prior to the Pretrial Conference date, counsel and/or parties shall file and exchange a list of the names and addresses of all witnesses they in good faith intend to call at trial and include a concise statement of facts about which the witness will testify or opinion of any expert witness. This is not intended to extend the time frames set forth in the Plan, but rather to identify those witnesses that will in good faith actually be called. No party shall be permitted to call any witness not so disclosed, without prior permission of the Court, or written stipulation executed by all parties, or if represented, their counsel.
- B. Fabre Defendants. No later than thirty (30) days prior to the Pretrial Conference date, all Defendants or other persons sought to be placed on the verdict form and against whom some measure of liability may be assessed by the jury, must be disclosed to the court and apposing counsel. No person or entity not so disclosed may be placed on the verdict form without good cause shown.
- C. <u>Meeting Before Pretrial Conference</u>. The attorneys for all parties (initiated by counsel for the Plaintiff) and all pro-se parties shall meet no later than ten (10) days before the Pretrial Conference to 1:

¹Counsel and/or parties involved in cases to be tried without a jury need not address jury instructions or other pretrial matters that involve a jury, and need not complete these sections of the Pretrial Conference/Trial Order.

- 1. Identify all exhibits each party in good faith intends to offer into evidence at trial and prepare an exhibit list for use by the Clerk and the Court at trial (actual exhibits and documentary evidence shall be available for inspection at this time). (This is not intended to extend the time frames set forth in the Plan, but rather to identify those exhibits that will in good faith actually be offered into evidence at trial). Any exhibits not so identified will not be admissible absent prior approval of the Court or a written stipulation of all parties.
- 2. Agree to admit or not admit evidence and list specific objections, if any.
- 3. Stipulate to any matter of fact or law about which there is increase in order to avoid unnecessary proof (i.e., chain of custody or records custodian predicates).
- 4. Review all depositions or any other evidence which will be offered for any purpose other than impeachment to resolve objections to the portions to be offered in evidence.
- 5. Discuss the possibility of settlement
- 6. If applicable, submit an itemized statement of special damages the Plaintiff expects to prove.
- 7. If a jury trial has been demanded, discuss jury instructions and verdict forms and reach agreement, if possible, on same.
- 8. Discuss and complete any other matters which may simplify the issues or aid in the speedy disposition of this action, the Pretrial Conference, and trial
- 9. Draft one Pretrial Conference Order (using the attached form)², signed by all participating counsel and pro-se parties. The Pretrial Conference Order shall be submitted directly to:

For Lee County

The Civil Case Manager at least 7 days prior to the Pretrial Conference. The Agreed Pretrial Conference Order will also be considered timely if the parties submit a courtesy copy of the signed original to the Civil Case Manager via facsimile 239-485-2999 or e-mail transmission to CivilCM@ca.cjis20.org not later than 7 calendar days prior to the Pretrial Conference, and if the original is mailed or hand delivered on the same

² The Pretrial Conference Order can also be downloaded from the Court's website at http://www.ca.cjis20.org/web.

	day along with self-addressed and stamped
	envelopes for all parties. Upon written approval
	by the Court, the original Agreed Pretrial
	Conference Order will be filed with the Clerk of
	Court, a copy served on all counsel and/or parties
	of record, and the Pretrial Conference shall be
	cancelled. If the Court does not approve the
	Agreed Pretrial Conference Plan, the Pretrial
	Conference will not be cancelled.
For Collier County	The Magistrate at the Pretrial Conference

In the event the parties are unable to agree on all matters in the Bretrial Conference Order, they shall leave the unagreed matter(s) blank and same will be resolved at the Pretrial Conference with the Court.

- D. Motions. All motions, except Motions in Limine, shall be filed prior to the date of the Pretrial Conference or they are deemed abandoned. All dispositive motions, including Motions for Summary Judgment, must be filed and scheduled for hearing at least ten (10) days prior to the Pretrial Conference and must be heard no later than 30 days prior to the commencement of the trial period. Motions in Limine must be filed by the earlier of docket sounding or 10 days prior to the commencement of the trial period and must be heard no later than 10 days prior to the date of the trial. Motions not filed and scheduled in compliance with this Order will be heard only upon a showing of good cause.
- E. <u>Discovery</u>. Counsel shall complete all discovery, including examinations and Frye hearings, pursuant to the Plan, if any. The conduct of discovery subsequent to the Pretrial Conference will be allowed only as permitted by the Plan, upon stipulation of the parties or upon Order of the Court for good cause. Any discovery allowed subsequent to the Pretrial Conference shall not be a cause for delay of the trial of this cause.

F. Alternative Dispute Resolution.

and the second	For Lee County	All parties are required to participate in mediation or
		other Alternative Dispute Resolution prior to trial.
		Unless alternative dispute resolution has already occurred
A	Y The second of	at the time this order is issued and a report has been filed
@		with the Clerk of Court, or the parties file a stipulation
4		agreeing to a mutually acceptable mediator setting forth
	· ·	the name of the mediator, and date and place set for
A ALL		mediation within 10 days after the issuance of this Order,
		Court Mediation will schedule this cause for mediation.
		Scheduled mediation may be cancelled only upon Court
ALINE DELLE		order.
	For Collier County	Alternative Dispute Resolution should have already
	TOT COMPT COMPT	AAAVTAATTI TITLE TO THE TITLE

³ Any disputes between the parties regarding the Uniform Pretrial Conference /Trial Order will be resolved at the Pretrial Conference by the Magistrate or Judge. If the Magistrate conducts the Pretrial Conference, the Magistrate shall issue a Report and Recommended Order to the Judge on all such disputed issues. A final Uniform Pretrial Conference /Trial Order will be issued by the Judge once any timely exceptions have been filed and heard to the Report and Recommended Order of the Magistrate.

•	
	occurred at the time this order is issued and a report was filed with the Clerk of Court.
ļ	THOU WITH THE GOOD OF
shall immediate	Settlement. In the event of settlement at any time prior to trial, Plaintiff's Counselely notify the Court and submit a stipulation for an Order of Dismissal and a Final
Disposition for	m.

- H. Representation and Authority. In order for the full purpose of the Pretrial Conference procedures to be accomplished, each party shall be represented at all meetings and hearings required herein by the attorney who will participate in the trial of the cause and who is vested with full authority to make admissions and disclosure of facts, and to bind the client by agreement in respect to all matters pertaining to the trial of this cause and the Pretrial Conference Order.
- I. <u>Continuances</u>. This Court adheres strictly to Rule of Judicial Administration 2,545(e) and Rule of Civil Procedure 1,460. Accordingly, motions for continuance and stipulations must be in writing and set forth the following:
 - 1. The signature of the party as well as the attorney.
 - 2. A concise statement of the reasons for a continuance. If based on non-availability of a witness, a showing of when it is believed the witness will be available must be stated.

Any stipulation must be approved or motion heard by the Court no later than docket sounding. No Motion will be heard that is not in compliance with this Order except upon good cause shown.

5. Notice

Plaintiff, or if represented Counsel for Plaintiff is directed to review this Order to ensure that it was sent to all proper persons at current, proper addresses. The failure to immediately notify the Court may result in this matter not being heard at the scheduled time.

6. Sanctions

The failure to comply with the requirements of this Order may subject the party and/or attorney to appropriate sanctions, including the award of attorneys' fees, fines, striking of pleadings, and/or dismissal of the case.

DONE day of	AND	ORDERED	in ,	Chambers, 20		_County,	Florida	on	this
									,

Insert ADA language by County here

Circuit Judge

IN THE CIRCUIT COURT OF THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR COUNTY, FLORIDA

CASE NO:

Plaintiff(s)

VS

Defendant(s).

UNIFORM ORDER SETTING JURY TRIAL/NON-JURYSTRIAL PRETRIAL CONFERENCE

(Approved Case Management Plan)

THIS CAUSE comes before the Court on the Approved Case Management Plan of the Parties (the "Plan"). Under the Plan this cause may be set for trial at this time pursuant to Rule 1.440, Florida Rules of Civil Procedure, and it appearing this cause is otherwise at issue, it is hereby:

ORDERED AND ADJUDGED as follows:

1. Pretrial Conference

		~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~	and the second s		
Γī	For Lee County	A Pretrial Con	ference is schedule	d on	
'	E OI MOO GOVERN	(date)	at <i>(ti</i>	me)	in Courtroom
		(H) ·	Floor, (location) L	ee County Ju	istice Center, 1700
	.24.	Monroe St., Ft. I	vivers, FL 33901, purs	uant to Ru	le 1,200 of the
	g and a second	Florida Ruies	of Civil Procedure,	FOR THE	PURPUSE OF
		COMPLETIC	N AND CONFIRM	IATION O	FTHE ATTACHED
		PRETRIAL C	ONFERENCE OR	DER FORI	М
-	For Collier County	Counsel for F	laintiff is ordered to	o schedule	a Pretrial Conference
	For Course Chand	through	the	JACS	System
	A The State of the	(www.ca.ciis	20.org/web/services	/jacs.asp)	before Magistrate
			at the Collier	County C	ourthouse, Naples, FL
	1	34112. Heari	ng Room 3-3 with	in forty-f	ive (45) days of the
#	All Maria	date of the	conclusion of Med	diation or	Alternative Dispute
· /		Resolution 1	ot resulting in se	ttlement o	or disposition of the
1	7	entire action	. Sufficient and r	easonable	notice shall be given
Z CEF	•	of the date a	nd time of the Pret	rial Confe	rence to all parties.
- 1		OZ PAZO CENTO			

2. Attendance at Pretrial Conference

For Lee County	Appearance at the Pretrial Conference by lead counsel trying the
For not county	case and all pro-se parties is mandatory UNLESS an Agreed
	Pretrial Conference Order (using the attached form) has been
	submitted to the Civil Case Manager at least 7 calendar days in

	1
	advance of the scheduled Pretrial Conference and an Order
	approving the Agreed Pretrial Conference Order has been
	entered by the Court.
	Appearance at the Pretrial Conference by lead counsel trying the
For Collier County	Appearance at the rieutal Comocollo of the agreement is
	case and all pro-se parties is mandatory even if an agreement is
1	reached on the form of the Pretrial Conference Order. If the
	Pretrial Conference is held before the Magistrate, represented
	Premar Comercial a field botole art and thing to angle and
	parties may appear by telephone. Parties wishing to appear by
	talankone shall make arrangements with the Court through Court
	Call no later than ten (10) days prior to the Pretrial Conference.
	If any objection is made to the Magistrate conducting the great at
	Conference, the Judge will conduct the Pretrial Conference and
	Completence, and states with conductor and all area conductive must
·	lead counsel, all represented parties, and all pro-se parties must
	aftend in person.

3. Trial Period

	fe Vince
For Lee County	This cause is set for trial during the [# of weeks] week trial
Lot Dee Counci	neriod Theginning & ending date of trial period in Commount
	THE Floor I see County Distince Center, 1700 Monroe Street,
	Fort Myers El 33901 before the undersigned judge. Docket
	Sounding will be held on Idate at Itime in Courtroom [#]. [#
	days] have been requested for this trial. The Court will continue
	this trial if it appears that additional time is required and the
	other cases set for this trial period are jeopardized. In the event
	this trial is commenced and it becomes apparent that sufficient
•	time was not requested, a mistrial may be declared and costs
	time was not requested, a mistrial may be decided and
	assessed against the party causing the over-run.
For Collier County	The Court will confirm a trial period at the Pretrial Conference.

Pre-trial Events 4.

Exchange of Expert & Lay Witnesses. No later than thirty (30) days prior to the Pretrial Conference date, counsel and/or parties shall file and exchange a list of the names and addresses of all witnesses they in good faith intend to call at trial and include a concise statement of facts about which the witness will testify or opinion of any expert witness. This is not intended to extend the time frames set forth in the Plan, but rather to identify those witnesses that will in good faith actually be called. No party shall be permitted to call any witness not so disclosed, without prior permission of the Court, or written stipulation executed by all parties, or if represented, their counsel.

- Fabre Defendants. No later than thirty (30) days prior to the Pretrial Conference date, all Defendants or other persons sought to be placed on the verdict form and against whom some measure of liability may be assessed by the jury, must be disclosed to the court and opposing counsel. No person or entity not so disclosed may be placed on the verdict form without good cause shown.
- Meeting Before Pretrial Conference. The attorneys for all parties (initiated by counsel for the Plaintiff) and all pro-se parties shall meet no later than ten (10) days before the

Pretrial Conference to¹;

- Identify all exhibits each party in good faith intends to offer into evidence 1. at trial and prepare an exhibit list for use by the Clerk and the Court at trial (actual exhibits and documentary evidence shall be available for inspection at this time). (This is not intended to extend the time frames set forth in the Plan, but rather to identify those exhibits that will in good faith actually be offered into evidence at trial). Any exhibits not so identified will first be admissible absent prior approval of the Court or a written stipulation of all parties.
- Agree to admit or not admit evidence and list specific objections, if any. 2.
- Stipulate to any matter of fact or law about which there is no issue in order to avoid unnecessary proof (i.e., chain of custody or records custodian 3. predicates).
- Review all depositions or any other evidence which will be offered for any purpose other than impeachment to resolve objections to the portions to be 4. offered in evidence.
- Discuss the possibility of settlement 5.
- If applicable, submit an itemized statement of special damages the Plaintiff 6. expects to prove.
- If a jury trial has been demanded, discuss jury instructions and verdict 7. forms and reach agreement, if possible, on same.
- Discuss and complete any other matters which may simplify the issues or aid in the speedy disposition of this action, the Pretrial Conference, and 8: dpirt.

Draft one Pretrial Conference Order (using the attached form)2, signed by all participating counsel and pro-se parties. The Pretrial Conference Order shall be submitted directly to:

For Lee County

The Civil Case Manager at least 7 days prior to the Pretrial Conference. The Agreed Pretrial Conference Order will also be considered timely if the parties submit a courtesy copy of the signed original to the Civil Case Manager via facsimile

http://www.ca.cjis20.org/web/main/civil.asp.

¹ Counsel and/or parties involved in cases to be tried without a jury need not address jury instructions or other pretrial matters that involve a jury, and need not complete these sections of the Pretrial Conference/Trial Order. ² The Pretrial Conference Order can also be downloaded from the Court's website at

239-485-2999 or e-mail transmission to CivilCM@ca.cjis20.org not later than 7 calendar days prior to the Pretrial Conference, and if the original is mailed or hand delivered on the same day along with self-addressed and stamped envelopes for all parties. Upon written approval by the Court, the original Agreed Pretrial Conference Order will be filed with the Clerk of Court, a copy served on all counsel and/or parties of record, and the Pretrial Conference shall be cancelled. If the Court does not approve the Agreed Pretrial Conference Plan the Pretrial Conference will not be cancelled.

The Magistrate at the Pretrial Conference.

In the event the parties are unable to agree on all matters in the Pretrial Conference Order, they shall leave the unagreed matter(s) blank and same will be resolved at the Pretrial Conference with the Court.

- D. Motions. All motions shall be filed in accordance with the Plan except Motions in Limine. All dispositive motions, including Motions for Summary Judgment, must be filed and scheduled for hearing at least ten (10) days prior to the Pretrial Conference and must be heard no later than 30 days prior to the commencement of the trial period. Motions in Limine must be filed by the earlier of docket sounding or 10 days prior to the commencement of the trial period and must be heard no later than 10 days prior to the date of the trial. Motions not filed and scheduled in compliance with this Order will be heard only upon a showing of good cause.
- E. <u>Discovery</u>. Counsel shall complete all discovery, including examinations and Frye hearings, pursuant to the Plan. The conduct of discovery subsequent to the Pretrial Conference will be allowed only as permitted by the Plan, upon stipulation of the parties or upon Order of the Court for good cause. Any discovery allowed subsequent to the Pretrial Conference shall not be a cause for delay of the trial of this cause.
- F. <u>Alternative Dispute Resolution</u>. All parties are required to participate in mediation or other Alternative Dispute Resolution prior to trial in accordance with the Plan.
- G. Settlement. In the event of settlement at any time prior to trial, Plaintiff's Counsel shall financiately notify the Court and submit a stipulation for an Order of Dismissal and a Final Disposition form.
- H. Representation and Authority. In order for the full purpose of the Pretrial Conference procedures to be accomplished, each party shall be represented at all meetings and

³ Any disputes between the parties regarding the Uniform Pretrial Conference /Trial Order will be resolved at the Pretrial Conference by the Magistrate or Judge. If the Magistrate conducts the Pretrial Conference, the Magistrate shall issue a Report and Recommended Order to the Judge on all such disputed issues. A final Uniform Pretrial Conference /Trial Order will be issued by the Judge once any timely exceptions have been filed and heard to the Report and Recommended Order of the Magistrate.

hearings required herein by the attorney who will participate in the trial of the cause and who is vested with full authority to make admissions and disclosure of facts, and to bind the client by agreement in respect to all matters pertaining to the trial of this cause and the Pretrial Conference Order.

- I. <u>Continuances</u>. This Court adheres strictly to Florida Rule of Judicial Administration 2.545(e) and Florida Rule of Civil Procedure 1.460. Accordingly, motions for continuance and stipulations must be in writing and set forth the following:
 - 1. The signature of the party as well as the attorney.
 - 2. A concise statement of the reasons for a continuance. It based on non-availability of a witness, a showing of when it is believed the witness will be available must be stated.

Any stipulation must be approved or motion heard by the Court no later than docket sounding. No Motion will be heard that is not in compliance with this Order except upon good cause shown.

- J. <u>Approved Case Management Plan.</u> Except as modified by this Order, the Approved Case Management Plan shall remain in full force and effect.
- Plaintiff, or if represented, Counsel for Plaintiff is directed to review this Order to ensure that it was sent to all proper persons at current, proper addresses. The failure to immediately notify the Court may result in this matter not being heard at the scheduled time.
- 6. Sanctions
 The failure to comply with the requirements of this Order may subject the party and/or attorney to appropriate sanctions, including the award of attorneys' fees, fines, striking of pleadings, and/or dismissal of the case.

				•		
DONE AND ORDERED	in Chambers,		County,	Florida	on	this
day of	_, 20					
		Circuit Judge				
msert ADA language by County here						

IN THE	CIRCUIT COURT OF THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR CIVIL ACTION
	CASE NO:
	Plaintiff(s)
vs	
	Defendant(s).
	UNIFORM PRETRIAL CONFERENCE/TRIAL ORDER
Presen	
	for Defendant
1.	Statement of Case:
2.	Amendments to pleadings:
3.	Issues (agreed to and disputed):
4.	Number of peremptory challenges:
5.	Admissions to avoid unnecessary proof:
	Witnesses: Counsel and all pro-se parties shall list all witnesses they actually intend to call at trial from the approved Case Management Plan, if any, including a concise statement of the facts about which the witness will testify, by the day of, 2010, and will be limited thereby except for good cause.
	The parties shall assure the availability of their witnesses for the entire trial period or to otherwise preserve their testimony for trial as provided by the Florida Rules of Civil Procedure. If a party expects to call an expert or treating physician to testify at trial, it is

-1.-125

strongly suggested that such witness be deposed by video and the testimony transcribed. The Court may not be in a position to allow a witness to testify "out of order," over objection, or to take a recess or adjust its schedule for the convenience of such a witness.

Attached, if applicable, is a list of itemized statement of special damages claimed by any 7.

8.	Any problems or special	needs for the attendance of witnesses:
9.	Stipulations (checked):	
	b) Use of except of except of except of the control	to force of the fo
10.	Necessity of taking judicial notice:	
11.	Length of trial:	
12.	List Pending Motions:	
13.	Settlement possibilities	
14.	Trial Date	Parties must be ready to go to trial on day #1 of the trial period,
	For Kee County	regardless of position on the docket. The docket will proceed numerically in the order established at docket sounding, unless time utilization can be enhanced or scheduling conflicts with other courts occur. In such instances, the sequencing of cases for trial may be adjusted by the Court.
	For Collier County	Trial Month – Trial period(4 weeks) beginning:

For Collier County

¹ Dockets will be posted on each Judge's schedule as soon after Docket Sounding as reasonably feasible. Counsel and parties are responsible for checking the Judge's schedule for updates as to the docket and order in which cases will be tried.

- 15. List the <u>Fabre</u>, 623 So. 2d 1182 (Fla. 1993), Defendant(s) disclosed in accordance with Paragraph 4B of the Order Setting Jury Trial/Non-Jury Trial, Pretrial Conference that Defendant actually intends to request be placed on the verdict form.
- 16. If depositions or video depositions of witnesses will be used in accordance with applicable law, are there stipulations as to which portions will be shown to the jury?

If there are disagreements regarding the admissibility of any portion of the depositions, such matters must be resolved by hearing, if necessary prior to the trial.

- 17. Unless specifically directed by the Court to be filed at an earlier date jury instructions and verdict forms shall be submitted at the beginning of the trial. Coursel and all pro-se parties shall meet prior to trial to agree upon the verdict form and as many standard instructions as possible. The submitted instructions and verdict forms shall include any of the Florida Standard Jury Instructions and verdict forms with appropriate adaptations for the specifics of the case. On the first day of the trial, the attorney for each party shall submit to the Court both an electronic version in Microsoft Word and a typed copy of the proposed jury instructions and verdict form(s). This paragraph shall not foreclose the right of each party to request modifications of the jury instructions and/or verdict form(s) at the charging conference. Any party who intends to request that the Court provide a set of written jury instructions for the jury's consideration, pursuant to Rule 1.470(b), shall be responsible for providing a clean copy (i.e., without citations to authority) of the jury instructions and verdict form(s) to the Court for this purpose prior to the submission of the case to the jurors.
- 18. Attached is a list of all photographs, documents and exhibits. Counsel shall confer prior to trial and initial those agreed to be admitted in evidence. All exhibits shall be pre-marked using numbers for Plaintiff's Exhibits and Letters for Defendant's Exhibits. Upon request the Clerk will provide Exhibit labels prior to commencement of the trial. To avoid the loss and disintegration of component parts of pages, all composite exhibits shall be satisfactorily marked and/or bound before presentation to the Court. Exhibits to be introduced which are larger than 8 1/2 x 11" may be used at trial, but if practicable, same shall be reduced to 8 1/2 x 11", and the reduced size copy shall be the exhibit retained by the Clerk in the court file. The oversized exhibits, if reduced, shall be returned to counsel at the close of the trial.

If a party desires that a proceeding be reported by a court reporter, it is the responsibility of that party to secure such services.

20. Failure to comply with the requirements of this Order may subject the party and/or counsel to appropriate sanctions, including attorneys' fees, fines, striking of pleadings, and/or dismissal of this action.

THE UNDERSIGNED HEREBY AGREE TO AND SUBMIT THE FOREGOING PRETRIAL CONFERENCE/TRIAL ORDER TO THE COURT FOR APPROVAL.

PLAINTIFF'S COUNSEL	DEFENDANT'S COUNSEL
Address	Address
Telephone #	Telephone #
Fax #	Fax#
E-Mail Address	E-Mail Address
Florida Bar #	Florida Bar#
Or, if pro se, PLAINTIFF	Or, if pro se, DEFENDANT
Address	Address
Telephone#	Telephone #
	TODECOTIVE
THE COURT HEREBY APPROVE	ES AND ADOPTS THE FOREGOING
PRETRIAL CONFERENCE/TRIAL ORDER	AND THE PARTIES ARE ORDERED TO
COMPLY WITH IT.	
	G v Pl dil v dia
DONE AND ORDERED in Chambers,	County, Florida on this
day of, 20,	
	Č
Specialities The Control of the Cont	
	Circuit Court Judge
ADAY anguaga by Connelie.	

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ATTACHMENT B

Twentieth Judicial Circuit

Civil Differentiated Case Management (DCM) and Backlog Reduction Plan (Charlotte County)

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Civil Differentiated Case Management (DCM) and Backlog Reduction Plan (Charlotte County)

I. Purpose and Goals

This Plan seeks to implement in Charlotte County a program of civil case management and backlog reduction uniform with the procedures and goals established in the Twentieth Judicial Circuit in Administrative Order 1.13. This Plan will establish the strategies and procedures to be used in Charlotte County to accomplish the following goals:

- Improve the Court's ability as required by Fla. R. Jud. Admin. 2.545, to provide early
 and continuous control of case processing through use of additional case management
 resources, to ensure fair and prompt resolution of disputes consistent with the nature
 and complexity of the case.
- Identify immediate strategies for circuit civil case backlog reduction plans to assist in prompt resolution of the current 45% of civil cases pending over 18 months.
- Improve the Court's ability to respond to the growing number of commercial, business and other economic based civil filings having a direct impact on economic recovery in the circuit.
- Develop uniform procedures for effective early judicial intervention and management of complex cases consistent with Fla. R. Civ. P. 1.201 for managing complex litigation.
- Reduce public costs of civil litigation through early identification and expedited
 handling of relatively simple two-party cases to ensure prompt resolution of
 expedited matters through early referral to mediation or expedited hearing where
 appropriate.
- Improve the quality and timeliness of Management Information from the Clerk/Court
 MIS systems to assist judges and the court in management of civil cases and
 identification of cases pending beyond the Florida Supreme Court time standards set
 forth in Fla. R. Jud. Admin. 2.250.

II. Charlotte County Circuit Civil Backlog Reduction Goals

The Administrative Judge, in consultation with the civil judge, magistrate, court administration and the local Bar Association, has developed a civil backlog reduction plan to be effective May 1, 2012.

a. <u>Backlog Reduction Goals</u>

- To reduce the total number of pending circuit civil cases by 15% by March 31, 2013.
- To reduce the number of circuit civil cases over 18 months of age by 25% by March 31, 2013.

 To ensure the filing of a Case Management Plan in all unresolved civil cases within 240 days of the initial filing.

b. Backlog Reduction Strategies

- Expedited Uncontested Judgment Dockets will be scheduled before a Senior Judge to accelerate early disposition of default and summary judgments;
- Civil Motion Dockets will be scheduled before the Magistrate and Senior Judge to provide ample hearing time for all civil motions;
- Additional trial days will be added to the Civil Judge's calendar to allow for the quicker scheduling and resolution of an increased number of trials;
- Case Management Conferences will be scheduled before the Civil Case
 Manager. A Case Management Plan will be submitted to the trial judge (either by
 stipulation of the parties or by recommendation of the Civil Case Manager after a
 Case Management Conference has been held) with firm discovery cut-off dates,
 pretrial issues to be resolved and date matter to be ready for trial.

III. Civil DCM Case Management Plans - Time Standards & Goals

These time standards/goals are developed consistent with those established by the Florida Supreme Court pursuant to Fla. R. Jud. Admin. 2.250 and are intended to be flexible, presumptive time periods for disposition of civil cases.

Complex case time standard/goal is expanded to 24 months upon designation of a case as complex consistent with Fla. R. Civ. P. 1.201 regarding management of complex civil litigation. The local goal of 80 - 90% disposition of cases within time standards recognizes, consistent with Fla. R. Jud. Admin. 2.250(a), that there are a portion of cases that present unique pretrial problems that may cause reasonable delay. Time standards established by case track are:

a. Complex cases
b. Standard cases
c. Expedited cases
80% disposed within 24 months
80% disposed within 18 months
90% disposed within 12 months

For all cases filed on or after May 1, 2012, the case track and time goal are established by the date of filing of the case. For all cases filed prior to May 1, 2012, the case track and time goal are established by the date an Agreed Case Management Order is filed or a Case Management Conference is held.

IV. Civil Case Tracks - Definitions & Guidelines

a. Complex Case Track - (Goal 24 months)

The complex case track involves those cases with extraordinary complexity as to require or benefit from early intervention and individual judicial management. Complex cases are defined by Fla. R. Civ. P. 1.201. Cases may be designated for management on the complex track in one of the following ways:

- Complex cases designated by motion or stipulation and approved by the court as
 cases meeting complex litigation criteria under Fla. R. Civ. P. 1.201(a); OR,
- Cases identified by the court on its own motion as complex case under Fla. R.
 Civ. P. 1.201 due to extraordinary procedural complexity, number of parties or other case factors that will require or benefit from individual judicial management;

<u>Presumptive Case Types</u>- Examples of presumptively complex case types that may be appropriate for early screening and review of case complexity are:

- Class Action Cases as noted on Civil Cover Sheet (Form 1.997, section V)
- Environmental/Toxic Tort/Mass Tort Litigation (Form 1.997, section II)
- Anti-Trust/Securities Litigation
- Malpractice Medical (or involving Wrongful Death)
- Nursing home negligence
- Other complex cases with extraordinary number of parties, experts, pretrial discovery issues

Presumptive complex case types may be designated for early screening and review by Case Managers. Multiple parties are a key factor, as referenced by the rule; however procedures should be developed in cooperation with the Clerk's Office to identify "presumptive" case types from the Civil Case Cover Sheet.

The Case Manager should be notified of presumptive case types upon filing by the clerk so that they may be actively monitored by the Case Manager after all defendants have been served, an appearance has been entered in response to the complaint by each party or a default entered. The Case Manager will review with the assigned judge each case by evaluating the Civil Cover Sheet, Answer(s) and Complaint to determine the need for assignment to complex track.

b. Standard Case Track - (Goal 18 months)

Standard case track involves the large majority of standard cases that normally will not require a high level of judicial case management to reach timely resolution unless unusual pretrial delay arises. Examples of general case types that would be defined as standard cases, assuming no unusual complexity are:

- Personal injury/tort
- Auto negligence
- Standard contract cases without extraordinary pretrial discovery complexity

c. Expedited Case Track - (Goal 12 months)

Expedited cases are those cases normally requiring little judicial intervention with relatively simple procedural and legal issues that can be resolved promptly by early referral to mediation, ADR or expedited hearing.

Expedited cases may include:

- Uncontested Residential and Commercial Foreclosure
- Simple, two-party Collection/Indebtedness cases under \$50,000.00
- Non-Jury cases

Contested cases identified as expedited may be set directly by counsel or *pro se* litigant for mediation within 270 days of filing, or within the deadline determined as part of the Agreed Case Management Plan.

V. Civil DCM Case Management Procedures

- a. Screening and Assignment to Case Tracks
 - 1. Civil Cover Sheet (Fla. R. Civ. P. Form 1.997)

To be filed with the Clerk by the plaintiff along with the initial complaint. After review, data entry clerk will forward Cover Sheet/Complaint/Answer for cases that meet presumptive complex criteria to Case Manager.

- 2. <u>Case Review and Screening by Case Manager</u>
 After responsive pleadings are filed, cases meeting presumptive complex case criteria will be reviewed by a Case Manager for recommended track decision. Potentially complex cases will be reviewed with, and approved by, the assigned trial judge for assignment to the appropriate case track. (Upon complex case designation, case management procedures will follow Section V.b. of this document).
- 3. Standing Order in Civil Cases Requiring Case Management
 Plaintiff will attach the Standing Order in Civil Cases in Charlotte County with the
 initial complaint for service on all parties upon the filing of any civil case. This shall
 be required for all civil cases filed on or after May 1, 2012. The Standing Order
 will be provided by the Clerk at the time of filing.

b. Case Management Procedures - Complex Cases

- Designation to the complex track
 Cases may be designated to the complex track as provided under Fla. R. Civ. P. 1.201 by:
 - Motion or Stipulation by Parties
 Motion or stipulation for designation as a complex case under Fla. R. Civ. P.

 1.201 must be filed with the Clerk of Court. The Clerk will provide a copy to the Case Manager in order to assist the judge in case preparation for Initial Case Management Conference or motion hearing;
 - On Court's Motion
 Case Manager may recommend designation as a complex case to trial judge
 after receipt of responsive pleadings and review of complaint, answer and civil
 case cover sheet in presumptive case types.
- 2. <u>Initial Case Management Conference</u>
 Set by the assigned trial judge to occur within 60 days of designation as a complex case with the assigned judge;

3. Joint Statement of Parties

At least 20 days prior to the date of the initial case management conference, counsel for the parties as well as any parties appearing *pro se* shall confer and prepare a joint statement outlining a discovery plan, which shall be filed with the clerk of court no later than 14 days before the conference under Fla. R. Civ. P. 1.201;

4. Case Management Order

To be consistent with the uniform circuit Case Management Order resulting from the conference which provides:

- Pretrial Discovery/Case scheduling plan
- Plan for referral to ADR
- Next Case Management Conference Date
- Date for next Pretrial Conference (not less than 90 days prior to the trial date)
- Estimated date for trial/readiness date within 24 months
- Additional Case Management Conference/ Pretrial Conference
 At the trial judge's discretion, an additional case management conference or pretrial conference may be set with the judge to facilitate resolution of pretrial management or discovery matters, resolve outstanding issues and set a firm trial date.
- Trial
 Trial date will be set by the judge at the case management or pretrial conference.

c. Case Management Procedures - Standard/Expedited Cases

1. Case Management Conference

A Case Management Conference will be scheduled in standard and expedited cases, to be held generally within 210 days from the date of filing the initial complaint. The parties may request by motion the scheduling of the initial case management conference or the Court, in its discretion may set the date for initial case management conference.

The Initial Case Management Conference may be waived/canceled upon submission of an Agreed Case Management Plan, signed by all parties, and approved by the Court. Forms will be available on the Court's website.

In cases where all of the parties, *pro se* or through counsel, do not file an Agreed Case Management Plan within 150 days of filing, or in cases where the plan has been filed but not approved by the Court, all parties will be required to attend an initial Case Management Conference as scheduled by the Court to establish a case management plan.

2. Agreed Case Management Plan — An Agreed Case Management Plan may be developed jointly by counsel for the parties as well as any parties appearing pro se and filed within 150 days from the filing date of the initial complaint. This will allow counsel and pro se parties to consult early in the case, devise an agreed upon case plan and waive an initial case management conference, if the case plan is approved by the Court.

The use of an Agreed Case Management Plan early in the case is intended to allow all parties, *pro se* or through counsel, to set a reasonable case plan targeting dates for discovery, expert reports and referral to alternative dispute resolution (ADR), without court intervention, provided that the general time parameters are set and adhered to.

3. Presumptive case scheduling plan/time goals

Agreed Case Management Plans may be flexible and based upon individual case factors, but should be consistent with reasonable and presumptive pretrial discovery and ADR time goals as follows:

Case Track	Completion of Discovery and ADR	Trial/Disposition
Standard	450 days	540 days
Expedited	270 days	365 days

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR THE STATE OF FLORIDA

IN RE:

COURTHOUSE AND COURTROOM SECURITY) ADMINISTRATIVE ORDER

NO.: 2.18

Pursuant to Rule 2.050, Florida Rules of Judicial Administration, the Twentieth Judicial Circuit hereby adopts the following circuit-wide policy with regard to courthouse and courtroom, security.

- 1. Each courthouse and courtroom within the Twentieth Judicial Circuit is hereby designated as a secure facility.
- 2. Any person entering any courthouse (including branch courthouses established by Administrative Order 2.7), may be subject to a search of their person or property anywhere in the building by authorized security personnel through the use of perimeter placed metal detectors, hand held or other specialized electronic equipment or other means available. Exits may be limited in accordance with state and local laws and the intent of this Order.
- 3. Subject to the exceptions set forth in paragraph 7 of this Order, any person in possession of a weapon, hazardous material or contraband shall be denied access to the courthouse unless the weapon, hazardous material or contraband is surrendered to the proper authorities.
- 4. Persons who refuse to submit to a search of their person or their possessions shall be denied access to the courthouse or courtroom.

- 5. If any illegal or unauthorized weapons, hazardous materials or contraband are discovered, the proper law enforcement officials or officers shall be notified immediately for appropriate action, including, prosecution to the fullest extent of the law.
- 6. The following notice shall be posted at all courthouse entrances and at each security station:

FOR THE PROTECTION OF THE PUBLIC, CERTAIN AREAS WITHIN THIS BUILDING HAVE BEEN DESIGNATED AS SECURE AREAS. ALL PERSONS DESIRING TO ENTER A SECURE AREA MUST PASS THROUGH A METAL DETECTOR OR MAY BE SUBJECT TO INDIVIDUAL SEARCH BY AUTHORIZED SECURITY PERSONNEL. ALL PACKAGES, BRIEFCASES, PURSES, POCKETBOOKS OR OTHER CONTAINERS CARRIED BY ANY PERSON MUST BE OFFERED FOR INSPECTION AT ANY DESIGNATED AREA IF SUCH PERSON WISHES TO ENTER OR REMAIN IN THIS BUILDING. ALL PERSONS ENTERING THIS BUILDING ARE DEEMED TO HAVE GIVEN THEIR CONSENT TO ANY SEARCH CONDUCTED PURSUANT TO ADMINISTRATIVE ORDER 2.18 AND FLORIDA LAW. ALL WEAPONS, INCLUDING LEGALLY AUTHORIZED FIREARMS, MUST BE SURRENDERED PRIOR TO GAINING ENTRY AND ALL LEGAL WEAPONS MAY BE RECLAIMED UPON LEAVING. ILLEGAL WEAPONS OR OTHER CONTRABAND DISCOVERED IN THE COURSE OF ANY SEARCH WILL BE SEIZED AND CONFISCATED AND MAY RESULT IN PROSECUTION TO THE FULLEST EXTENT OF THE LAW.

7. Those individuals who are exempted from this Order include: Bailiffs, Courthouse Security Guards employed by any law enforcement agency or the Office of the Court Administrator, and Judges, both active and retired. However, based upon the local custom and practice in each county, an administrative judge, at his or her discretion, may permit individual exemptions from this Order, in addition to those listed within this provision.

8. Any individual entering any courthouse (including branch courthouses) shall not be permitted to bring any liquid in an open or sealed container into the courthouse. If for the purposes of an evidentiary proceeding, it is necessary to bring a liquid in an open or sealed container into the courthouse, the individual shall be escorted by a bailiff to the designated courtroom. This provision shall not apply to employees of any of the offices located within the courthouse. However, at the discretion of courthouse security personnel, an employee shall allow a container to be inspected.

DONE AND ORDERED in Chambers at Naples, Collier County, Florida, this

20 day of

William L. Blackwell

Chief Judge

History. - Administrative Order 2.18 (July 12, 1994).

STATE OF FLORIDA, COUNTY OF LEE

FILED FOR RECORD JAN 2000 Record in MINUTE

CHARLIE GREEN

Clerk Circuit Court

Deputy Clerk

I CERTIFY THIS DOCUMENT TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL ON FILE IN MY OFFICE, CHARLIE GREEN, CLERK CIRCUIT COURT LEE COUNTY, FLORIDA.

DATED: 61-21-00

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR LEE COUNTY, FLORIDA

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COURTHOUSE AND COURTROOM SECURITY FOR LEE COUNTY JUSTICE CENTER COMPLEX

WHEREAS, Administrative Order No. 2.18 sets forth the courthouse and courtroom security policy for the Twentieth Judicial Circuit; and

WHEREAS, paragraph 7 of Administrative Order No. 2.18 allows for special exemptions on a county-by-county basis; and

WHEREAS, upon consultation with the Circuit Administrative Judge for Lee County, it has been determined that a special exemption is appropriate for Lee County;

It is **ORDERED** that, in addition to the exemptions provided for by Administrative Order No. 2.18, an exemption shall also be made for sworn law enforcement officers wearing readily identifiable department issued uniforms who are conducting official law enforcement business within the Lee County Justice Center Complex. All firearms must be in a visible law enforcement approved multiple step retention holster other than friction only. This law enforcement exemption shall be applied in accordance with the attached Exhibit "A", which is hereby adopted and shall be strictly construed and enforced.

DONE AND ORDERED in chambers in Fort Myers, Lee County, Florida this

15 TH day of

January

2008

i certify this document to be a true and correct copy of the original on file in my office, Charlie Green, Clerk Circuit

Court, Lee County, Florida

G. Keith Cary Chief Judge

History. -New

SIRBIT AM 7-

EXHIBIT "A"

The following policy will address the carrying and/or securing of weapons while conducting business in the Lee County Justice Center Complex:

- Sworn law enforcement officers wearing readily identifiable department issued uniforms may carry their firearms while conducting official law enforcement business within the Lee County Justice Center Complex. These firearms must be in a visible Law Enforcement approved multiple step retention holster other than friction only.
- Sworn law enforcement officers NOT wearing a readily identifiable agency issued uniform may not carry their firearms while conducting official law enforcement business within the Lee County Justice Center Complex. These officers will be required to secure their weapons at the security checkpoint prior to entering the complex. This would include, but not be limited to: undercover officers, detectives in civilian wear and any other civilian attire.
- 3. At no time will any sworn law enforcement officer, whether in uniform or in plain clothes be permitted to carry their firearm while conducting any type of personal action within the Lee County Justice Center Complex. This would include, but not be limited to the following types of cases: Divorce, Child Custody, Character witness in civil or criminal cases.
 - **It is recommended that at no time should any law enforcement officer in the above styled cases wear any official department uniform or identifiers while conducting personal business in or out of the courtrooms.**

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 It will be the responsibility of each officer to adhere to their agency's individual regulations regarding personal and official court appearances.

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR CHARLOTTE COUNTY, FLORIDA

IN RE:

COURTHOUSE AND COURTROOM SECURITY FOR CHARLOTTE COUNTY JUSTICE CENTER COMPLEX

WHEREAS, Administrative Order No. 2.18 sets forth courthouse and courtroom security policy for the Twentieth Judicial Circuit; and

WHEREAS, paragraph 7 of Administrative Order No. 2.18 allows for special exemptions on a county-by-county basis; and

WHEREAS, upon consultation with the Circuit Administrative Judge for Charlotte County, it has been determined that a special exemption is appropriate for Charlotte County;

It is **ORDERED** that, in addition to the exemptions provided for by Administrative Order No. 2.18, an exemption shall also be made for sworn law enforcement officers wearing readily identifiable department issued uniforms who are conducting official law enforcement business within the Charlotte County Justice Center. All firearms must be in a visible law enforcement approved multiple step retention holster other than friction only. This law enforcement exemption shall be applied in accordance with the attached Exhibit "A", which is hereby adopted and shall be strictly construed and enforced.

DONE AND ORDERED in chambers in Fort Myers, Lee County, Florida this day of day.

G. Keith Cary Chief Judge

History. -New

EXHIBIT "A"

The following policy will address the carrying of and security of firearms by law enforcement officials in the Charlotte County Justice Center:

- Sworn law enforcement officers wearing readily identifiable department issued uniforms
 may carry their firearm(s) while conducting law enforcement business within the
 Charlotte County Justice Center. Every firearm must be contained and secured in a
 visible law enforcement approved multiple step retention holster other than friction only.
- 2. Sworn law enforcement officers not wearing a readily identifiable agency issued uniform may not carry their firearms while conducting official law enforcement business within the Charlotte County Justice Center. A sworn law enforcement officer not wearing such an identifiable department issued uniform along with an approved multiple step retention holster properly securing his/her firearm will be required to secure their firearm(s) at the security checkpoint prior to entering the Justice Center. For example, undercover officers, detectives in civilian wear, and any other civilian attired law enforcement officials would have to check their firearm(s) in at the door; the only exception to this would be in the event of a response to an emergency call within the Charlotte County Justice Center.
- 3. A law enforcement officer on official business that wishes to enter the courthouse complex with his/her firearm in accordance with the foregoing requirements should be prepared to show appropriate paperwork, as applicable, in regards to his/her business in the building (example given: subpoena, hearing notice, et cetera). Notwithstanding purported compliance with the foregoing, courthouse security personnel reserve the right to preclude entry with firearm(s) in the event of perceived non-compliance with the foregoing.

4. At no time will any sworn law enforcement officer, whether in uniform or in plain clothes, be permitted or authorized to carry their firearm while conducting any non-law enforcement related business within the Charlotte County Justice Center.

** It is recommended that at no time whatsoever should any law enforcement officer wear any official department uniform or identifiers while conducting any personal business in the Charlotte County Justice Center.**

- 5. In addition to the foregoing, it will be the responsibility of each officer to adhere to their agency's individual regulations regarding personal and official court appearances. Each state and local law enforcement agency that wishes to allow its officers authorized to carry firearms to seek entry to the Charlotte County Justice Center with a firearm in conformance with the foregoing must prepare a set of department guidelines, policies, and procedures in regards to the carrying, use, and protection/securing of firearms in the Charlotte County Justice Center, a copy of which must be provided to the Sergeant of the Charlotte County Court Services Section of the Charlotte County Sheriff's Office, Charlotte County Court Administrative Services Manager, Administrative Judge for Charlotte County, and the Chief Judge of the Twentieth Judicial Circuit. Said department guidelines, policies, and procedures should also include the manner in which officers shall be notified and educated with respect to this Order and attachment, as well as said department's enforcement/compliance procedures.
- 6. Nothing contained in this Order and attachment shall preclude any judge from the issuance of an order barring or otherwise prohibiting the introduction of firearms into their own individual courtroom.



Certified to the in this and carreed copy of the original document on file.

2 This copy has no redactions

1 This copy has been redacted pursuant to law.

Witness my hand and official seal this

13 day of JUNE ,20 11.

BARBARA T. SCOTT, Clerk of Circuit Court

By Care Perer Deputy Clerk

IN THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR COLLIER COUNTY, FLORIDA

IN RE:

COURTHOUSE AND COURTROOM SECURITY FOR THE

COLLIER COUNTY COURTHOUSE COMPLEX

WHEREAS, Administrative Order No. 2.18 sets forth courthouse and courting offi security policy for the Twentieth Judicial Circuit, and

WHEREAS, paragraph 7 of Administrative Order No. 2.18 allows for special exemptions on a county-by-county basis, and

WHEREAS, upon consultation with the Circuit Administrative Judge for Collier County, it has been determined that a special exemption is appropriate for Collier County,

NOW THEREFORE it is:

ORDERED that, in addition to the exemptions provided for by Administrative Order No. 2.18, an exemption shall also be made for sworn law enforcement officers from the Collier County Sheriff's Office, Naples Police Department, Marco Island Police Department, Seminole Police Department and sworn law enforcement officers assigned to Collier County from the Florida Highway Patrol and the Florida Fish and Wildlife Commission, wearing readily identifiable department issued uniforms who are conducting official law enforcement business within the Collier County Courthouse Complex, including the attached Annex.

All firearms must be in a visible law enforcement approved multiple step retention holder (level 2 or 3) other than friction only.

This law enforcement exemption shall be applied in accordance with the attached Exhibit "A," which is hereby adopted and shall be strictly construed and enforced.

And it is further

ORDERED that nothing in this exemption shall preclude a presiding judge from determining who will carry a firearm or concealed weapon in his or her courtroom.

DONE AND ORDERED in Chambers in Fort Myers, Lee County, Florida this 6 day of October, 2017.

Feb.

Michael T. McHugh

Chief Judge

Exhibit "A"

- 1. All law enforcement officers that intend to carry a firearm into the courthouse complex shall wear either an agency issued Class A uniform (long sleeve dress uniform) or Class B uniform (short sleeve, standard patrol uniform.)
- 2. Firearms must be secured in a level 2 or level 3 retention holster (standard road patrol holster.)
- 3. Law enforcement officers in plain clothes or undercover attire and law enforcement officers conducting any type of personal business shall be required to secure their firearms at the security checkpoint at the main entrance and at the employee entrance.
- 4. Upon entering the main entrance of the courthouse all law enforcement officers who intend to carry their firearm shall check in at the bailiff station in the front lobby and must present agency issued photo identification and shall sign in on a form that will be at the bailiff station. The bailiff on duty shall record the name and ID number of the law enforcement officer, the assigned agency, the reason for appearing at the courthouse, the attorney or court that issued the subpoena and the time of check in and check out of the courthouse. If the law enforcement officer does not have a subpoena, the officer must notify the bailiff on duty of the reason for being in the courthouse and the bailiff on duty shall verify the legitimate presence of the officer.
- 5. Upon signing in at the bailiff station the law enforcement officer shall be given a plastic ID card holder that is identifiable to the courthouse to hold his or her agency issued ID and which shall be worn in a visible manner at all times. The ID card holder shall be turned in at the bailiff station when checking out.
- Each agency to which this exemption applies shall ensure that their respective law enforcement officers are aware of the procedures set forth in this Order.
- 7. For purposes of this Order, Courthouse Security Guards shall be defined to include those security guards assigned by any law enforcement agency or any other governmental agency to provide security at the Collier County Courthouse Complex.

SAMPLES

OF

STATISTICAL DATA FOR THE COURTS OF THE TWENTIETH JUDICIAL CIRCUIT DEVELOPED BY CASE REPORTING SYSTEM



CourtConnect

IR • F

Training

TCBC

20 DATA

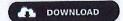
Bulletin Board

Pretrial Services

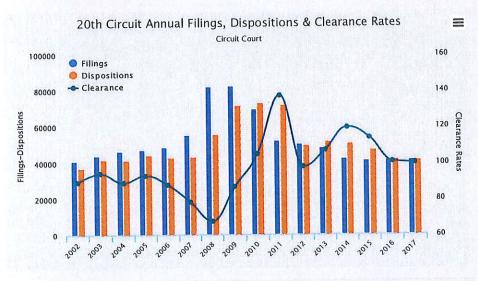
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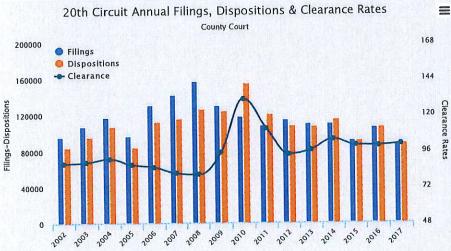
Annual Audited Trends

Statistical Reference Guide Annual Summary Update
On Mar. 22, 2018, the OSCA released its official, audited caseload report for the fiscal year ending on June 30, 2017:



- · 20th Circuit-Court
 - Change in year-to-year Filings +0.1%
 - Change in year-to-year Dispositions -0.7%
 - Change in year-to-year Clearance Rate -0.8%
- · 20th County-Court
 - Change in year-to-year Filings -17.2%
 - Change in year-to-year Dispositions -16.2%
 - Change in year-to-year Clearance Rates +1.1%





- · Charlotte Circuit-Court
 - Change in year-to-year Filings +0.3%
 - Change in year-to-year Dispositions -10.0%
 - Change in year-to-year Clearance Rate -10.2%
- Charlotte County-Court
 - Change in year-to-year Filings -9.5%
 - Change in year-to-year Dispositions -13.9%
 - Change in year-to-year Clearance Rates -4.8%



Twentieth Judicial Circuit Annual Audited Report Fiscal Year 2017

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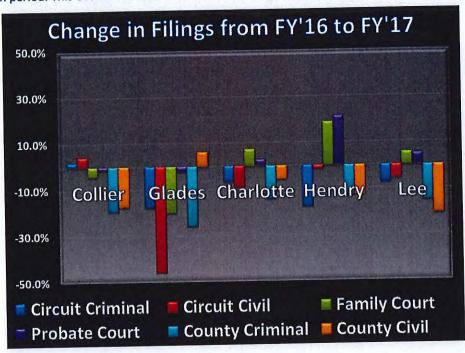


FY 2016-17

Filings Report 2018: Statistical Reference Guide Annual Update

On Mar. 1, 2018, the OSCA released its official, audited caseload report for the fiscal year ending on June 30, 2017. These audited filings revealed that the Twentieth Judicial Circuit's overall circuit-court filings increased by 0.1% over the prior twelve-month period. This overall increase in circuit-court filings was driven by a 4.0%

increase in unified-family court filings. Additionally, for the fifth straight year, probate filings experienced an increase over the prior twelve-month period (2.9% above last's FY; 28.4% above FY'13 filing levels). The circuit-civil division declined over the most recent year dropping 4.0% this year (representing an 18% lower number of filings when compared to FY2002). During FY2016-17, the 20th's audited, county-court filings decreased by 17.2%. Countycivil filings experienced a steep decline of 17.7% divisionally, while countycriminal similarly dropped by 16.2% over the prior 12 months.



Geographically, Glades County possessed the 20th's steepest circuit-court decline in filings (down 21.8%), which was driven by a 45.8% drop in circuit-civil filings. Lee County possessed the highest circuit-court growth (up 0.5%), which was driven by a rise in family court filings of 5.4% (while circuit-criminal ebbed by 7.7%). Collier County experienced a small decline in circuit-court (down 0.6%) as well as county-court (down 18.1%).

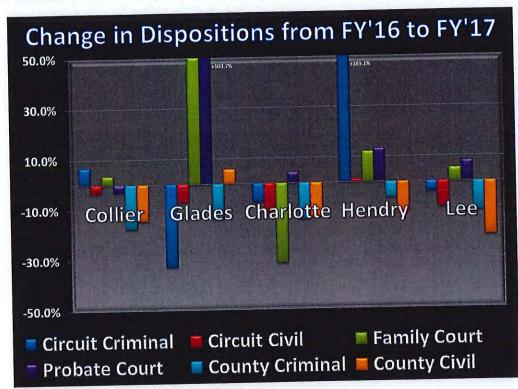
Lee County's county-court decrease of 19.0% represents a reduction of 12,028 filings over the past twelve-months (15.3% down in county-criminal; 20.9% down in county-civil). This year-to-year decrease in Lee County was nearly mimicked by Collier County with a 18.1% decrease in total county-court filings in FY'17. Hendry County similarly decreased their county-criminal and county-civil filings, although simultaneously experienced growth in probate and family court. Only Glades County remained virtually the same as last FY with a slight 0.1% increase in county-court filings (divisionally decreasing in each of the other four counties).

		Sur	mmary of Ca	se Filings - Fis	cal Year endi	ng June 3	0, 2017		
	20th Filing	s Through	% Circuitwic	le Change		% County	Change - '		
	6/30/2016	6/30/2017	'13 to '17	'16 to '17	Charlotte	Collier	Glades	Hendry	Lee
	8,135		-9.6%	-6.7%	-7.0%	1.8%	-17.8%	-17.8%	-7.7%
Total 20th Circuit Criminal	CALL THE CONTRACTOR	11 To 1 1 1 1 1 1 1 1 1	-53.3%	-4.0%	-9.2%	4.2%	-45.8%	-1.6%	-6.0%
Total 20th Circuit Civil	8,288	THE RESERVE OF THE PARTY OF THE PARTY.	The state of the s		7.2%	-4.3%		1000	5.4%
Total 20th Family Court	16,516	17,170	7.9%	4.0%		0.000.00		A STATE OF THE PARTY OF THE PAR	
Total 20th Probate Court	8,601	8,849	28.4%	2.9%	2.7%	-1.4%	-2.2%	The second second	
The state of the s	37,987	31,845	-25.4%	-16.2%	-14.4%	-19.3%	-26.0%	-13.2%	-15.3%
Total 20th County Criminal		The second line of the second line	-16.7%	-17.7%	-6.0%	-17.4%	6.2%	-12.9%	-20.9%
Total 20th County Civil	68,387	Total mark	10		0.20/	-0.6%	-21.8%	1.7%	0.5%
20th Circuit Case Filings	41,540	41,563	-13.8%	0.1%	0.3%	-0.076			
20th County Case Filings	106,374	88,123	-20.1%	-17.2%	-9.5%	-18.1%	0.1%	-13.0%	-19.0%

Dispositions Report 2018: Statistical Reference Guide Annual Update

During FY2016-17, the 20th's overall performance in circuit-court dispositions slightly declined by 0.7%. This decrease was led by a 8.1% reduction in the circuit-civil division over the past year. These performance regressions were counterbalanced by improvements in the probate division (*increasing by 4.5%*) and the circuit-

criminal division (increasing by 1.7%). The number of circuit-court dispositions during FY'17 represents the lowest level since FY2003. Compared to the number of dispositions during FY'13, the number of probate dispositions increased by 27.9% over the past five years. Over the past year, the number of dispositions in the 20th's county-court decreased by 16.2%. Both the countycriminal division and county-civil division contributed to this divisional decrease



with a 13.1% and 17.9% decrease respectively over the past year.

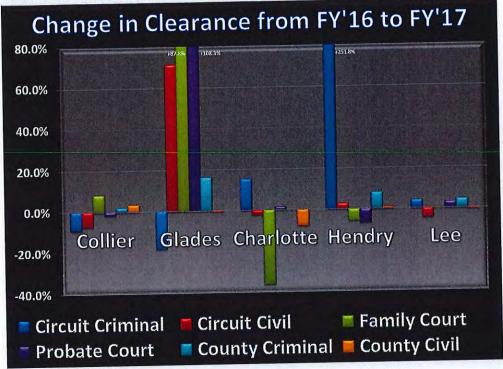
Geographically, Charlotte County suffered the 20th's sharpest decline (down 10%) in circuit-court dispositions with significant declines in the family division (down 31.7%) and circuit-civil (down 11.2%). Dispositions in the circuit-criminal division improved in two of the 20th's five counties, which was led by a 189% uptick in Hendry County. Lee County experienced significant divisional improvements in probate and family divisions (up 8.1% and 5.2% respectively). Glades County's probate division experienced one of the 20th's highest improvements with an 103.7% spike, while simultaneously matching the steepest overall decline in circuit-criminal of 32.9%.

1		Summ	ary of Case	Dispositions -	Fiscal Year e	nding Jun	e 30, 201	/	
	Disposition	ns Through	% Circuitwic	le Change		% County	Change - '	16 to '17	
	6/30/2016		'13 to '17	'16 to '17	Charlotte	Collier	Glades	Hendry	Lee
A CONTRACTOR OF THE PARTY OF TH		8,228	8.7%	1.7%	-7.4%	6.8%	-32.9%	189.1%	-4.1%
Total 20th Circuit Criminal	8,091		-58,0%	-8.1%	-11.2%	-3.2%	-7.3%	1.1%	-10.0%
Total 20th Circuit Civil	9,891	9,087	-0.3%	0.0%	-31.7%	3.5%	50.0%	12.0%	5.2%
Total 20th Family Court	15,938	15,944	-	4.5%	4.3%	-3.1%	103.7%	13.2%	8.1%
Total 20th Probate Court	7,820	8,175	27.9%	-13.1%	-14.5%	-17.7%	-14.0%	-6.3%	-11.59
Total 20th County Criminal	37,655	32,709	-18.3%		-13.4%	-14.6%	5.6%	100000000	-21.39
Total 20th County Civil	68,073	55,859	-16.0%	-17.9%	1				0.3%
20th Circuit Case Dispositions	41.740	41,434	-19.7%	-0.7%	-10.0%	0.6%	9.4%	44.3%	
20th County Case Dispositions		88,568	-16.9%	-16.2%	-13.9%	-15.7%	2.1%	-9.5%	-18.0%

Clearance Rate Report 2018: Statistical Reference Guide Annual Update

Given the levels of filings and dispositions during FY2016-17, the 20th experienced positive, overall clearance rates in both the circuit court and county court. It should be noted that the clearance rate is a performance measure, which is defined as the number of outgoing cases as a percentage of the number of

incoming cases. The best clearance rates occurred in the circuit-criminal division where the ratio of cases disposed to cases filed resulted in a positive performance of ratio of 9.1%. Across the counties, the highest year-toyear, circuit-criminal improvement was achieved in Hendry County's division (up 252%) followed by Charlotte's felony division (up 15%). Overall, Lee's circuit-court clearance rate was

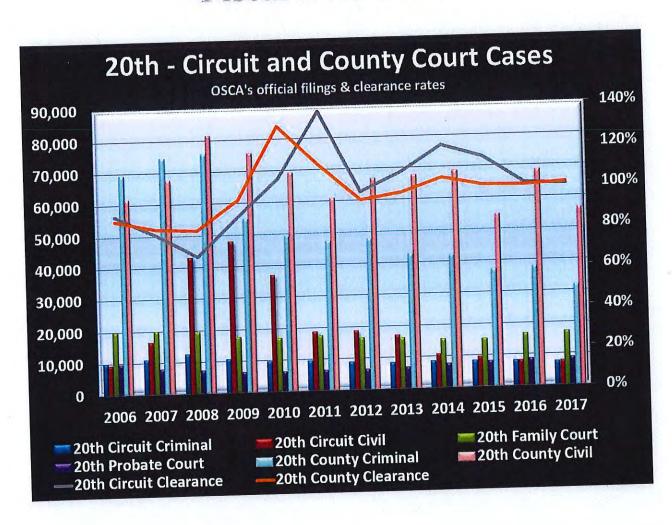


the most neutral over the past year (down 0.2%). Three out of the six divisions improved since last year. In addition to the circuit-criminal improvements, Lee County's probate and misdemeanor divisions experienced positive improvements in year-to-year clearance-rates.

Beyond Hendry, Glades County possessed the 20th's best year-to-year divisional change in probate court (*up 108.3%*). The circuit-civil division improved in three of the 20th's five counties with only Charlotte County experiencing a significant clearance rate decline (*down 10.2%*). County-criminal clearance rates improved in four-fifths of the counties within the 20th, with Charlotte County suffering the only decline (*down 0.2%*). Overall, the 20th maintained half of its six divisions exceeding a 100% clearance rate over the last fiscal year with the noteworthy exceptions of the probate and family divisions (which achieved below a 95% clearance rate threshold).

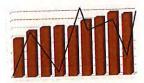
		Summa	ry of Case Cl	earance Rate:	s - Fiscal Year	ending Ju	ine 30, 20	01/	
	Clearance	Rates As Of	% Circuitwic	de Change		% County	Change - '	16 to '17	
	6/30/2016		'13 to '17	'16 to '17	Charlotte	Collier	Glades	Hendry	Lee
12224	99.5%	108.5%	20.3%	9.1%	15.3%	-9.0%	-18.4%	251.8%	4.0%
Total 20th Circuit Criminal	119.3%	114.2%	-10.0%	-4.3%	-2.3%	-7.1%	71.2%	2.8%	-4.3%
Total 20th Circuit Civil		92.9%	-7.6%	-3.8%	-36.3%	8.1%	87.8%	-5.7%	-0.2%
Total 20th Family Court	96.5%	- TOTAL 1 (1992)	-0.4%	1.6%	1.6%	-1.7%	108.3%	-6.6%	3.1%
Total 20th Probate Court	90.9%			3.6%	-0.2%	2.0%	16.2%	7.9%	4.5%
Total 20th County Criminal	99.1%	102.7%	9.5%		1500	3.4%	-0.5%	0.8%	-0.4%
Total 20th County Civil	99.5%	99.3%	0.9%	-0.3%	-7.8%				
20th Circuit Case Clearance	100.5%	99.7%	-6.8%	-0.8%	-10.2%	-1.1%	39.9%	41.9%	-0.2%
20th County Case Clearance	99.4%	100.5%	4.0%	1.1%	-4.8%	2.9%	2.0%	4.0%	1.2%

Twentieth Judicial Circuit Annual Audited Report Fiscal Year 2017

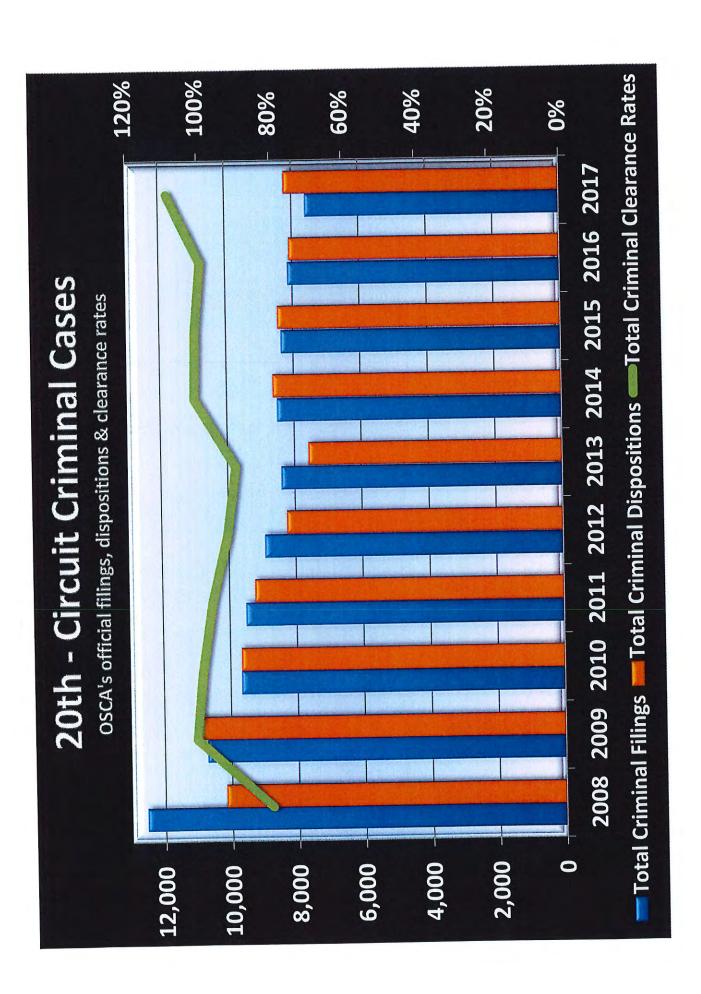


- > 20th Circuit Criminal
- > 20th Circuit Civil
- > 20th Family Court
- > 20th Probate Court
- > 20th County Criminal
- > 20th County Civil

Florida's Trial Courts Statistical Reference Guide



FY 2016-17



Bulletin Board

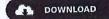
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Pretrial Services

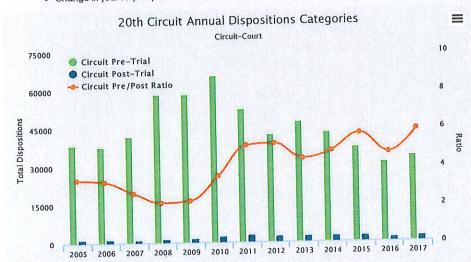


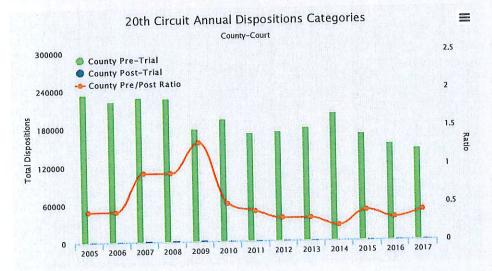
20th Circuit Annual Disposition Categories for 2018

Through Dec. 31, 2017, the 20th's reported dispositions revealed that the Circuit Court and the County Court experienced the following changes:



- 20th Circuit-Court
 - Change in year-to-year pretrial +8.0%
 - Change in year-to-year post-trial +36.4%
- 20th County-Court
 - Change in year-to-year pretrial -5.3%
 - Change in year-to-year post-trial -2.3%





- · Charlotte Circuit-Court
 - Change in year-to-year pretrial -1.7%
 - Change in year-to-year post-trial -30.6%
- Charlotte County-Court
 - Change in year-to-year pretrial -50.2%
 - Change in year-to-year post-trial -4.7%



20th Circuit Disposition Report 2005-2018

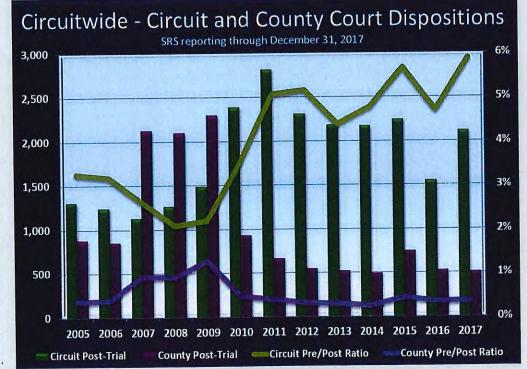
Circuitwide Manner of Dispositions

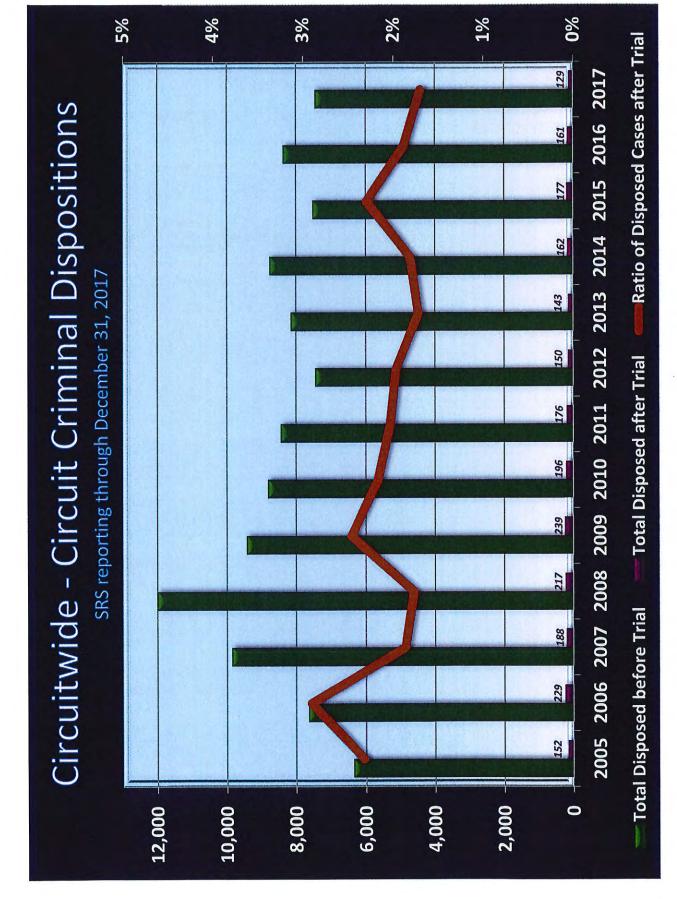
February 2018

Through Dec. 31, 2017, the 20th's reported (yet, unaudited) dispositions revealed that the 20th's circuit-court pretrial dispositions increased by 8.0% when compared to the prior calendar year. Overall, the circuit-court's post-trial dispositions experienced a 36.4% spike over the same period. Of note, there was a 24.8% change in the number of post-trial dispositions within the circuit-civil division over the past year (while experiencing an 20% increase in the ratio of cases disposed by trials since 2013).

Post-trial dispositions decreased in county-court compared to last year by -2.3%, while the countycourt decreased the number of pretrial dispositions by -5.3%. Of note, the county-criminal court's docket led the decline in the 20th's countycourt, as the number of post-trial dispositions dropped by 19% over the past year. Similarly, to the rest of the county-court, criminal-county court's pretrial dispositions decreased by 11 over the past calendar year, which resulted in a year-to-year ratio decrease of 8%.

	Pre-Trial	Dispos.		% Change	
	2016	2017	'13 to '17	Avg. Δ '13-'17	'16 to '17
Circuit Criminal	8,375	7,451	-9%	17%	-11%
Circuit Civil	7,586	7,759	-63%	5%	2%
Family Court	9,079	11,173	-5%	18%	23%
Probate Court	6,381	7,542	18%	21%	18%
TOTAL CIRCUIT CASE PRETRIAL	31,421	33,925	-28.6%	13.5%	8.0%
County Criminal	18,669	16,553	-18%	15%	-11%
County Civil	12,893	16,977	-5%	16%	32%
County Traffic	121,143	111,146	-21%	14%	-8%
TOTAL COUNTY CASE PRETRIAL	152,705	144,676	-19.2%	14.2%	-5.3%
	Post-Tria	l Dispos.		% Change	14 11 12
	2016	2017	'13 to '17	Avg. Δ '13-'17	'16 to '17
Circuit Criminal	161	129	-10%	15%	-20%
Circuit Civil	349	348	-31%	43%	. 0%
Family Court	806	1,287	9%	16%	60%
Probate Court	236	353	-1%	20%	50%
TOTAL CIRCUIT CASE POST-TRIAL	1,552	2,117	-3.0%	17.1%	36.4%
County Criminal	264	215	-23%	9%	-19%
County Civil	195	224	33%	34%	15%
County Traffic	70	78	4%	65%	11%
TOTAL COUNTY CASE POST-TRIAL	752	529	-1.1%	18.1%	-2.3%
	Ratio of	Pre/Post		% Change	
	2016	2017	'13 to '17	Avg. Δ '13-'17	'16 to '17
Circuit Criminal	2%	2%	-1%	15%	-10%
Circuit Civil	4%	4%	85%	54%	-2%
Family Court	8%	10%	14%	15%	27%
Probate Court	4%	4%	-15%	14%	25%
TOTAL CIRCUIT CASE RATIO	4.7%	5.9%	33.8%	20.1%	24.8%
County Criminal	1%	1%	-6%	11%	-8%
County Civil	1%	1%	40%	36%	-13%
County Traffic	0.05%	0.06%	27%	80%	24%
TOTAL COUNTY CASE RATIO	0.3%	0.4%	22.3%	22.7%	3.1%





20th Circuit - CIRCUIT CRIMINAL DISPOSITION REPORT - Mar. 2018

Summary Reporting System: extracted from a static database containing official trial court statistics

				Dier	ocition	Dienocitione Boforo Tria	-								% Снапре	
				CIO	OSICIONIS	n a inia	al			1000000	-				291101000	
	2005	2006	2007	2008	5005	2010	2011	2012	2013	2014	2015	2016	2017	'13 to '17	Avg. A '13-'17	'16 to '17
CIRCUIT CRIMINAL																
Speedy Trial	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*	*
Dismissed	673	1,086	1,642	1,957	1,432	1,494	1,257	812	1,001	666	939	931	835	-17%	18%	-10%
Transferred	70	49	41	34	31	42	42	26	30	46	35	17	19	-37%	18%	12%
Plea (guilty/nolo)	5,501	6,407	8,100	9,856	7,715	7,035	6,820	6,289	6,510	6,911	5,936	6,812	6,035	-7%	16%	-11%
Other	128	106	80	158	261	245	329	319	619	812	611	615	562	%6-	32%	%6-
Total Disposed before trial	6,372	7,648	9,863	12,005	9,439	8,816	8,448	7,446	8,160	8,768	7,521	8,375	7,451	-8.7%	17.2%	-11.0%
				Dis	positions	Dispositions After Trial	I.					No.			% Change	
	2005	2005	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	'13 to '17	AVE. A '13-'17	'16 to '17
INIMIAO						,										
Non-ling: Acquitted/Dismissed	18	6	60	6	10	4	2	1	æ	S	1	3	2	-33%	76%	-33%
Non-liny: Plea (guilty/holo)	m	. 53	4	00	14	0	ന	e	10	2	0	2	4	%09-	*	100%
Non-liny Convicted	4	00	00	25	19	16	14	S	н	4	4	2	S	400%	70%	150%
By Imp. Acquitted/Dismissed	33	45	7	42	57	48	40	41	38	33	31	26	23	-39%	8%	-12%
By Iror Plea (grifty/nolo)	9	4		14	11	5	œ	4	7	7	н	11	7	%0	175%	-36%
By Jury: Convicted	88	110		119	128	123	109	96	84	111	140	117	88	2%	17%	-25%
Total Disposed after trial	152	229	188	217	239	196	176	150	143	162	177	161	129	-9.8%	14.8%	-19.9%
					Total Dispositions	ositions									% Change	
	2005	SUUC	7007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	'13 to '17	AVE. A '13-'17	'16 to '17
CIRCUIT CRIMINAL																
Capital Murder	m	7	Ŋ	m	თ	9	ю	2	m	S	m	4	m	%0	31%	-25%
Non Capital Murder	34	37	56	70	56	44	45	38	50	41	47	54	33	-34%	17%	%6E-
Sexual Offense	121	168	180	200	174	119	134	133	91	140	146	107	105	15%	16%	-5%
Robbery	190	214	298	342	282	246	233	170	152	168	178	203	104	-32%	12%	-49%
Other Crimes Against Persons	985	1,147	1,337	1,559	1,228	1,044	1,012	893	836	951	827	892	787	%9-	15%	-12%
Burelary	650	747	934	1,286	1,124	953	1,011	933	904	842	754	816	650	-28%	11%	-20%
Theft Forgery Fraud	1,167	1,367	1,888	2,527	1,962	2,107	1,937	1,928	2,167	2,145	1,857	2,003	1,807	-17%	16%	-10%
Worthless Checks	-		4	ın	4	თ	4	œ	'n	00	S	10	10	100%	31%	
Other Crimes Against Property	76	122	137	147	95	111	75	87	83	78	76	88	82	-1%	16%	%L-
Drug Crimes	1,910	2,358	2,929	3,397	2,620	2,444	2,500	1,984	2,355	2,822	2,389	2,680	2,365	%0		31
Other Criminal Circuit	1,387	1,710	2,283	2,686	2,124	1,929	1,670	1,420	1,657	1,730	1,416	1,679	1,634	-1%	20%	
Total Circuit Criminal Dispositions	6.524	7.877	10,051	12,222	9,678	9,012	8,624	7,596	8,303	8,930	7,698	8,536	7,580	-8.7%	17.1%	-11.2%
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20th Judicial Circuit 2018 Judicial Needs Report

Correlation between audited filings, OSCA case weights, and allocated judicial resources

Avg. circuitwide min. per case 70000min. . Avg. circuitwide min. per judge Lee 65000min. 60000min. 55000min. Average Minutes per Judge 50000min. 45000min. 40000min. 35000min. Gla 20min. 30min. 15min. 25min. 12.5min. 27.5min. 22.5min. 17.5min.

Average Minutes per Case

Judicial Needs Classic Report: August 2018

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III

Based on the release of the Based on the release of the each of the 20th's counties need (for both circuit and county court), based on a workloads has shifted the relative level of intracircuit labor for each the units of Circuitwide, total judicial filings for fiscal year 2015-**Iwentieth's judicial needs** projection, judicial need udicial resources within OSCA's official, audited OSCA's annual, judicial fiscal year 2018-19, the certification report for nave improved both has a surplus of 3.1%. three-year-average 2016, the incoming divisionally and geographically. for FY 2018-19:

- Charlotte 102.0% Lee 93.0%Collier 124.3%

 - Hendry 102.6%
 Glades 204.1%
 - 20th 103.1%

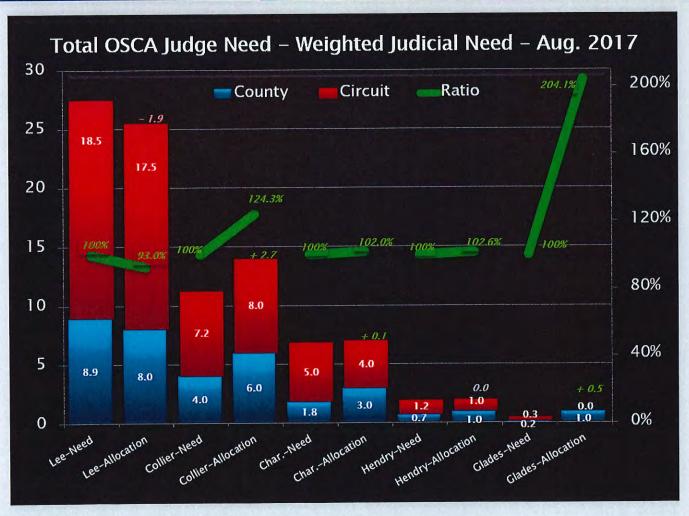
20th's highest judicial need, as it only possesses 50% of currently possesses the The probate division



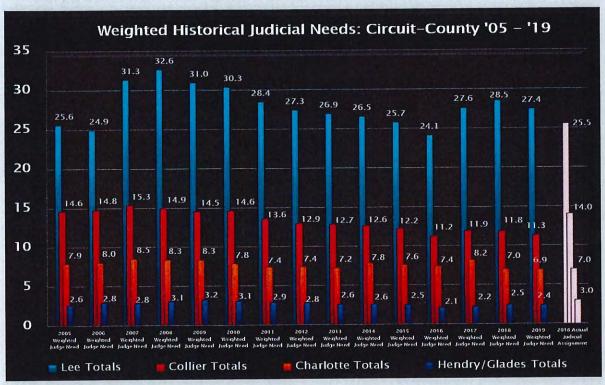
Judicial Needs Classit® Report: August 2017

Based on the release of the OSCA's annual, judicial certification report for fiscal year 2018-19, the Twentieth's judicial needs have improved both divisionally and geographically. Circuitwide, total judicial need (*for both circuit and county court*), based on a three-year-average projection, judicial need has a surplus of 3.1%. Based on the release of the OSCA's official, audited filings for fiscal year 2015-2016, the incoming workloads has shifted the relative level of intracircuit labor for each the units of judicial resources within each of the 20th's counties for FY 2018-19:

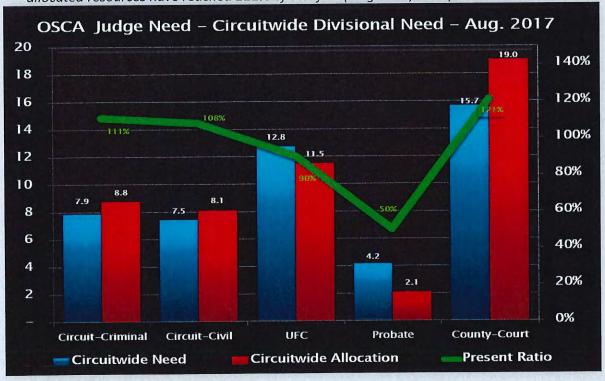
20 th 's judicial circuit & county allocations as a percentage of OSCA's certified need	Lee	Collier	Charlotte	Hendry	Glades	20 th
Judicial Resources FY18/19 (jna)	93.0%	124.3%	102.0%	102.6%	204.1%	103.1%
Judicial Resources FY18/19 (srg)	89.5%	118.3%	99.9%	100.5%	204.1%	99.3%
Judicial Resources FY17/18	92.5%	117.9%	85.8%	108.2%	243.9%	99.3%
Judicial Resources FY16/17	106.1%	122.0%	99.2%	115.5%	239.8%	110.7%
Judicial Resources FY15/16	99.1%	114.6%	92.6%	99.0%	200.0%	103.1%
Judicial Resources FY14/15	95.7%	110.6%	97.8%	93.4%	212.8%	100.0%



Compared to historical levels, the Twentieth's coastal counties are at their lowest combined total (for both circuit and county courts) since fiscal year 2007/08:



Divisionally, circuitwide judicial resources have most improved in the county-court (where allocated resources have reached 121% of certified (long-term) need):



The probate division currently possesses the 20th's highest judicial need, as it only possesses 50% of the OSCA-certified divisional need, which is 43% below the circuit-court average judicial need of 92.9%. At the same time, the juvenile division possesses the 20th's second-highest need of judicial resources (at 22% below the circuit-court average). Singularly, the unified-family division (taken as a whole) remains below the targeted range of 95%-105%.

Overall, the 20th's unmet judicial need increased 11% over the prior twelve-month period. As mentioned, these regressions are based on the OSCA's three-year-average projection. In the face of pivoting case filings, which heightened the total amount of weighted, judicial workloads (*up a combined 1.9% for circuit and county courts*). Divisionally, the largest increase in these weighted, judicial workloads occurred in the unified-family division with a 13% bump, while the largest, weighted county-court increase occurred in county-civil (*up 6%*).

20 th 's weighted workloads by Division as changed between FY14-15 and FY15-16	Felony	Cir-Civil	UFC	Probate	Cou-Crim	Cou-Civil
Change in Total Minutes 2016	-2.4%	-11.8%	+12.7%	+4.8%	+1.5%	+6.3%

Geographically, Glades County's circuit-civil docket possessed the largest increase in circuit-court divisional minutes with a 89% spike, while Charlotte's county-civil division possessed the largest increase in county-court divisional minutes (up 21%).

20 th 's weighted workloads by County as changed between FY14-15 and FY15-16	Lee	Collier	Charlotte	Hendry	Glades	20 th
Change in Total Minutes 2016	+5.3%	+4.3%	-13.7%	+6.5%	+24.5%	+2.0%

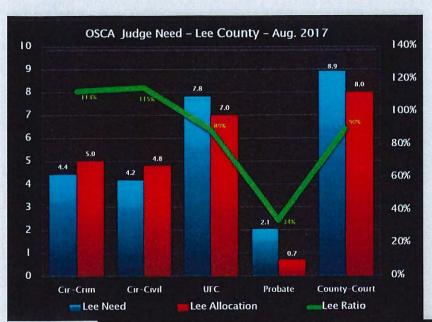
Combining the circuit court and county court judicial needs, Lee County possesses the largest unmet judicial need in terms of FTEs (with 3.0 judges needed), while Lee County also possesses the largest percentage of unmet need (lacking 10.5% of certified-judicial resources). Among the 20th's counties, the best improvement, in unmet judicial need, occurred in Collier County where relative judicial resources were enhanced by 0.4% over the past twelve months.

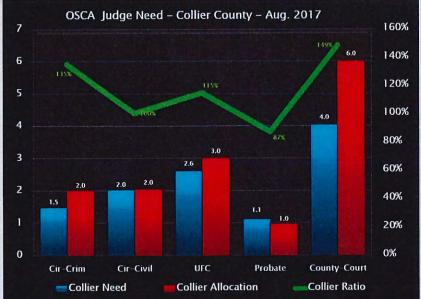
Circuit-court weighted workloads decreased most sharply in Charlotte Co. (down 17.3%), which corresponded with its regression in unmet judicial need over the past year (up 14.3% in judicial FTEs).

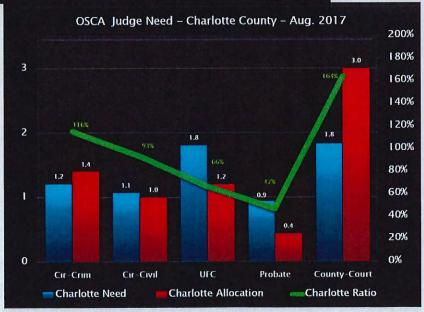
20th's weighted workloads by County as changed between FY14-15 and FY15-16	Lee	Collier	Charlotte	Hendry	Glades	20 th
Change in Circuit-Court Min.	+6.8%	+1.1%	-17.3%	+13.7%	+39.8%	+1.4%

County-court weighted workloads increased most significantly in Collier Co., which contrasted its modest growth in circuit-court filings.

20th's weighted workloads by County as changed between FY14-15 and FY15-16	Lee	Collier	Charlotte	Hendry	Glades	20 th
Change in County-Court Min.	+1.8%	+10.9%	-1.9%	-3.7%	+2.5%	+3.3%

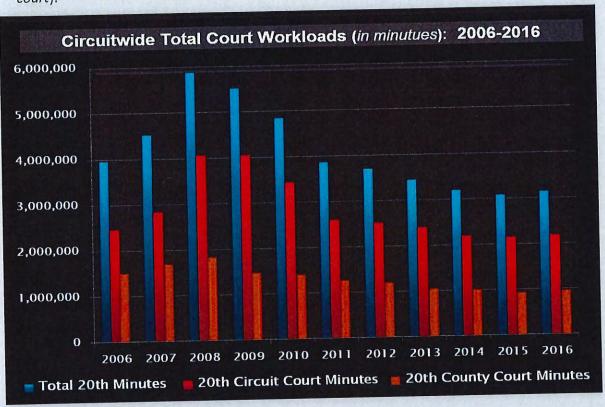




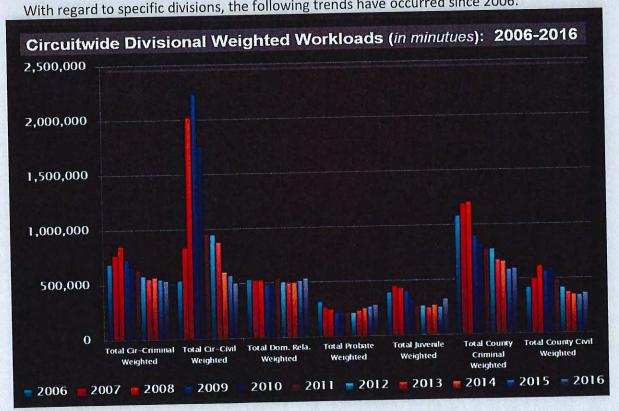


Audited Weighted Workload Analysis

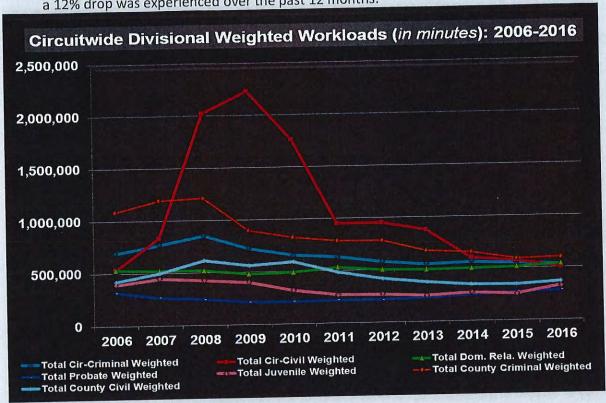
Including the county court, the total of circuitwide weighted minutes has increased by 2.0% over the last year (specifically, a 1.3% increase in circuit court and a 3.3% increase in county court):



With regard to specific divisions, the following trends have occurred since 2006:



Since 2015, the steepest decline in total minutes occurred in the circuit-civil division where a 12% drop was experienced over the past 12 months:



Compared to workloads in 2015, the following increases and decreases have been experienced:

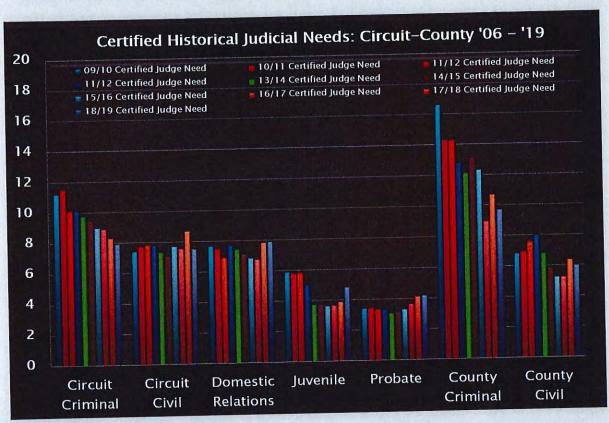
Change in total minutes between 2015 and 2016

Change in total initiates	
Total Circuit Criminal Weighted	-2%
Total Circuit Civil Weighted	-12%
Total Dom. Relations Weighted	+5%
Total Probate Weighted	+5%
Total Delinquency Weighted	+48%
Total Dependency Weighted	+23%
Total County Criminal Weighted	+1%
Total County Civil Weighted	+6%
Total County Civil Weighted	TU/0

Compared to workloads in the recent past, the following increases and decreases have been experienced:

Change in total minutes between:	2007 and 2016	2012 and 2016
Total Circuit Criminal Weighted	-31%	-8%
Total Circuit Civil Weighted	-40%	-47%
Total Dom. Relations Weighted	+2%	+6%
Total Probate Weighted	+7%	+32%
Total Delinquency Weighted	-63%	-32%
Total Dependency Weighted	+10%	+71%
Total County Criminal Weighted	-50%	-23%
Total County Civil Weighted	-27%	-12%

Compared to this most recent year of reported filings, historical need across the circuit's divisions may be represented by the following visualization:



Regarding the 20th's historical applications, the 20th has received, in eight of the past fourteen years, zero percent of the requested additional judicial resources. 2006 proved the only year that the 20th received 100% of its requested resources, while 2001, 2002 and 2005 resulted in partial approvals:

partial ap	provu	15.								100000		44.0	440	11.1	(1 E	'16
	'01	' 02	'03	' 04	'05	'06	'07	'08	'09	'10	'11	'12	'13	'14	15	10
Ratio of Requests to Authorized	50%	25%	0%	0%	67%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Regarding the 20th's historical requests, the Circuit-Court has requested 100% of the OSCA-certified judicial need for nine of the last fifteen years (with 2001, 2008, 2009, 2014 and 2015 exceeding):

CACCCAMI	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	′11	'12	'13	'14	'15	'16	'17
Ratio of Requests to Certified	133%	100%	100%	100%	100%	100%	100%	167%	117%	100%	100%	100%	100%	00	0%	50%	100%

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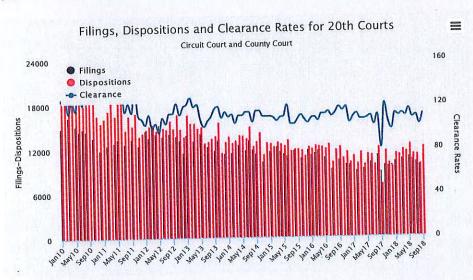


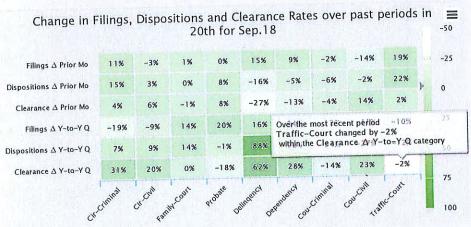
Monthly Filings-Dispositions

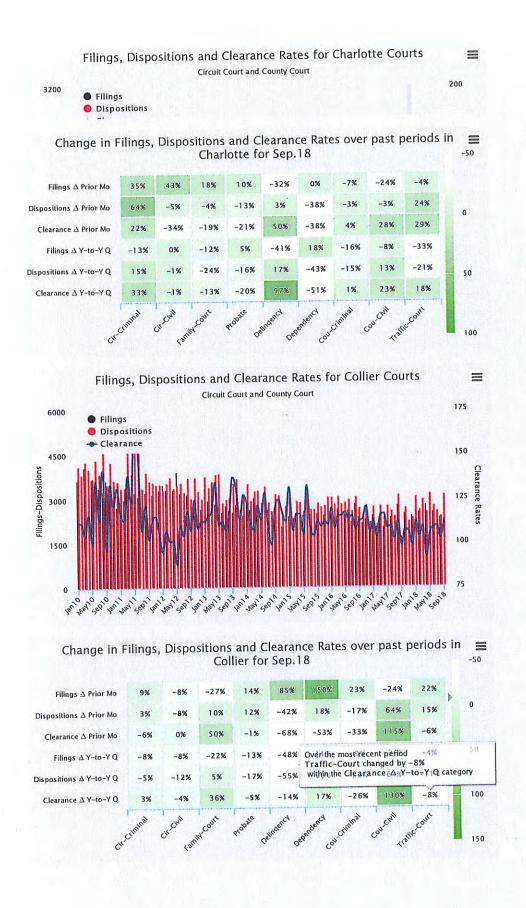
December 2018

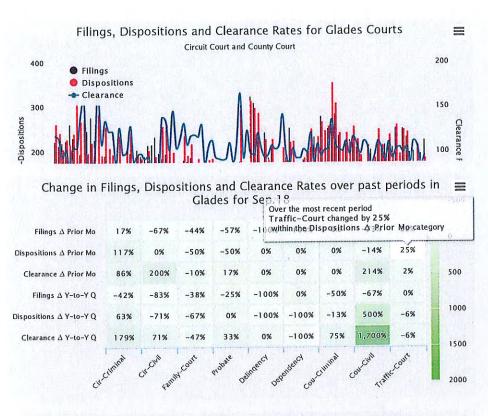
Through Sep. 30, 2018, the 20th's reported (yet, unaudited) caseloads filings revealed that the 20th's circuit-court filings shrank by 14% when compared to the same quarterly period in the prior year. This overall decrease in circuit-court filings was headed by a 22% decline in Juvenile court filings as well as a 19% decrease in family court filings; the felony docket was the only division that grew by 7% when comparing year-to-year quarters. The 20th's county-court filings grew by 5% with significant increases in both the county-civil and misdemeanor divisions (28% and 11% respectively).

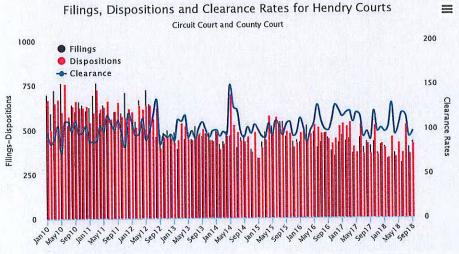
Disposition rates decreased in circuit court compared to last year by 26%. This decrease was headed by juvenile court's 63% decrease. County-court dispositions also decreased by 41% when comparing the same quarter last



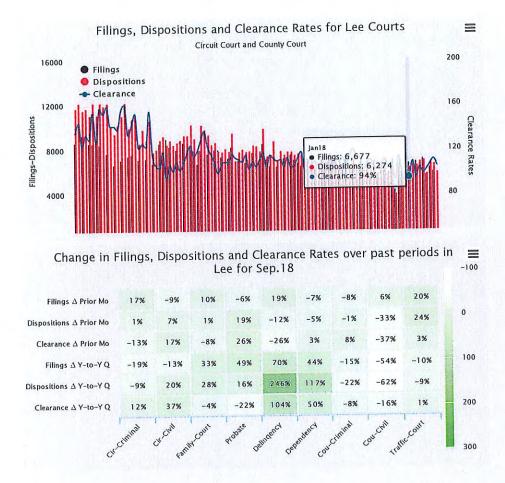


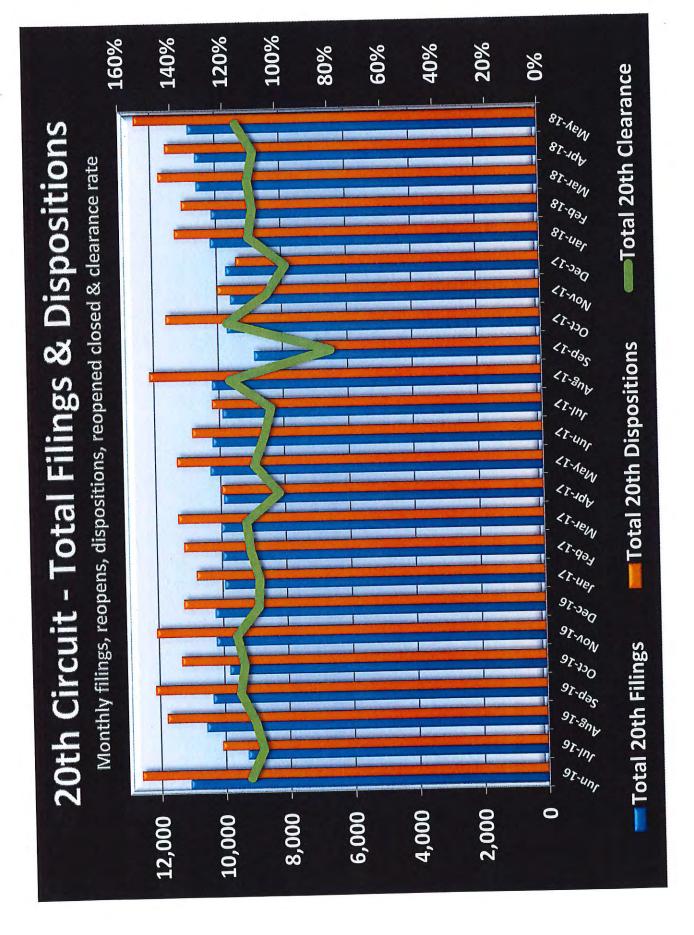






Filings Δ Prior Mo	-53%	42%	-38%	13%	-50%	400%	-4%	-38%	20%	0
ispositions A Prior Mo	29%	240%	-35%	14%	-53%	0%	-21%	-17%	27%	
Clearance A Prior Mo	176%	140%	4%	2%	-5%	0%	-18%	35%	5%	25
Filings Δ Y-to-Y Q	-55%	70%	-3%	-18%	0%	4.00%	48%	-33%	-21%	
ispositions ∆ Y-to-Y Q	367%	55%	29%	60%	-31%	-50%	-31%	20%	-35%	50
Clearance ∆ Y-to-Y Q	939%	-9%	33%	96%	-31%	-90%	-54%	80%	-17%	75





20th Circuit - TOTAL TRIAL COURT CASES - July 2018 Monthly filings, reopens, dispositions, reopens closed & clearance rates

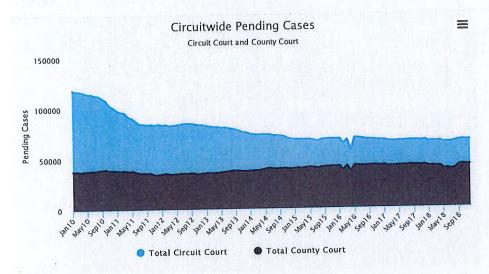
National National
1,2,300 3,604 2,1273 3,105 2,582 3,116 3,580 3,529 3,993 4,017 4,299 118% 39% 98% 1,873 2,150 1,897 2,113 1,950
1,999 2,027 1,373 2,066 1,888 1,759 2,150 1,897 2,123 1,930 5,633 6,63
6 603 6,603 7,803 10,503 11,202 11,202 11,202 11,202 11,202 11,202 12,203 13,003
1,1,1,1,1,1,1,1,1,1,1,1,1,1,1,1,1,1,1,
12,369 12,729 10,301 12,274 11,301 12,274 11,301 12,274 12,272 13,252 2,596 1,849 2,510 2,865 2,804 2,310 2,865 2,924 2,310 2,888 2,334 2,357 1,228 2,357 1,228 2,357 1,228 2,357 1,228 2,357 1,228 2,357 1,228 2,357 1,228 2,357 1,228 2,357 1,238 2,357 1,228 1,238 1,347 1,328 1,347 1,328 1,228 1,347 1,328 1,347 1,328 1,347 1,328 1,347 1,338 1,347 1,328 1,348 1,347 1,348 1,
Auto-National
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2,556 1,849 2,580 2,044 2,125 2,534 2,357 12% 13% 13% 13% 13,210 2,847 2,135 2,534 2,350 10% 2,847 2,135 2,634 2,350 2,047 2,135 2,634 2,350 2,047 2,135 2,634 2,350 2,047 2,135 2,634 2,350 2,047 2,135 2,634 2,580 2,047 2,135 2,634 2,580 2,047 2,634 2,580 2,047 2,634 2,580 2,047 2,634 2,580 2,047 2,634 2,580 2,047 2,634 2,535 2,534 2,356 2,956 3,960
2,556 1,849 2,580 2,044 2,125 2,047 2,125 3,12
15,229 5,311 14,691 12,583 12,251 14,479 13,958 14,972 14,352 15,366 5% 3% 7% 7% 7% 7% 7% 7% 7
15,229 331 14,691 12,583 12,251 14,479 13,958 14,972 14,352 15,366 5% 3% 7% 7%
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Rates As Of Aug17 Loc-17 Loc-17 Jan-18 Feb-18 Mar-18 Apr-18 Apr-10
100% 89% 103% 96% 90% 85% 90% 90% 88% -9% -1% 6 128% 135% 126% 126% 122% 121% 125% -1% 0% 129% 77% 127% 100% 120% 122% 123% 120% 133% 100% 5% 4 100% 100% 100% 100% 100% 100% 0% 0% 6 100% 100% 100% 100% 100% 100% 0% 0% 740 8 0% 100% 100% 100% 100% 0% 0%
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125% 155% 127% 120% 120% 122% 123% 120% 130% 130% 130% 130% 100% 100% 100% 10
125% 1/2 1210% 100% 100% 100% 100% 100% 100% 10
100% 10 10 7% 110 7% 104.9% 101.4% 112.4% 111.2% 112.3% 110.2% 115.9% 2% 2%

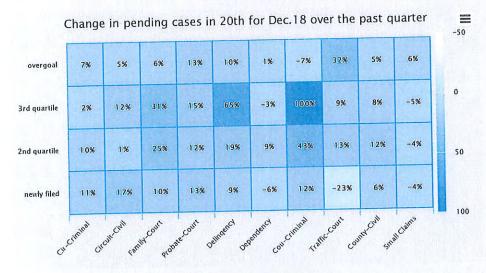
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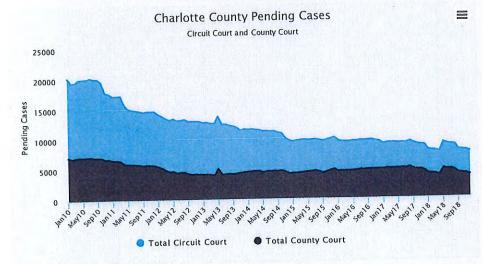
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Monthly Pending







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December 2018

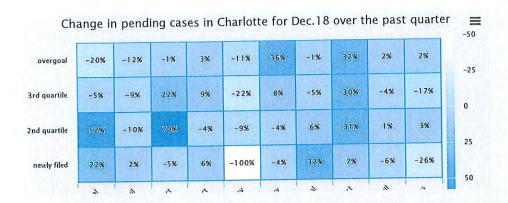
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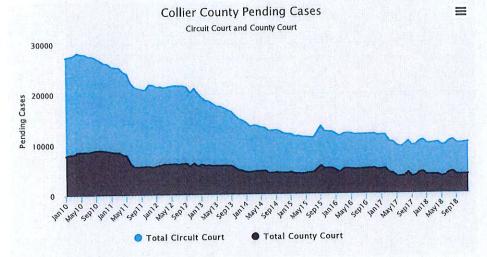
As of December 1, 2018, the 20th's number of pending cases decreased by 1% in circuit court as well as in county court from the initial six-month measured period. The average indexed age of a circuit court case grew by 6% and county court case similarly increased by 1% during the measured 6-month period of Jan.'18-Jun.'18 compared against Jul.'18-Dec.'18.

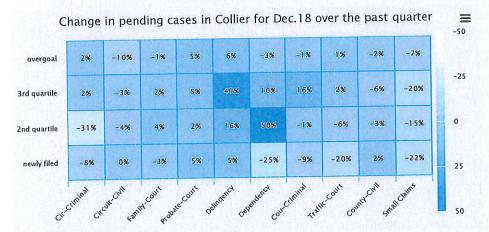
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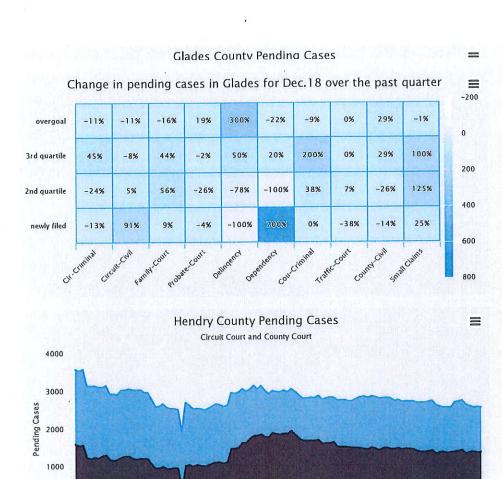
One of the most significant drops in pending cases occurred in dependency court where there was a 12% reduction including a loss of 46 pending cases from December 2018. The average indexed age of circuit-civil cases decreased by 4% (as compared to a year ago). All other circuit-court divisions grew slightly older with most divisions experiencing a decline in fillings.

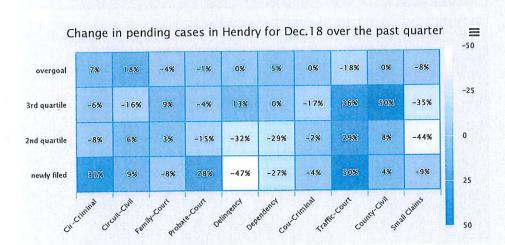
The county court only grew in the county-civil division by 8%. The most significant decrease was in the misdemeanor division (17%). Overall, the 20th's circuit court gained 387 pending cases while county court also gained 185 pending cases over the prior month.





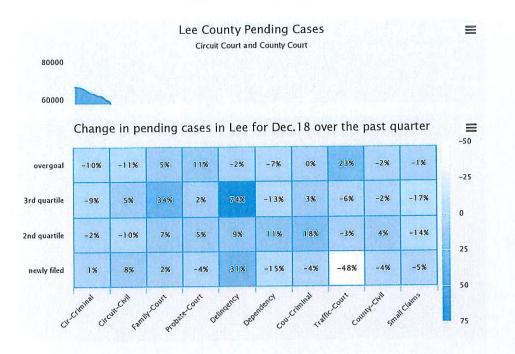






● Total County Court

O Total Circuit Court





Pending 20th - TOTAL CIRCUIT & COUNTY COURT CASES - Aug. 2018 Monthly pending cases, reopens & no information/outstanding warrants

	- I	% Change	
	Cases Pending Infough	Ava A Bring 12 A Pring Os	00
	1 17 1.1.17 Ame.17 Sen.17 Oct-17 Nov-17 Dec-17 Jan-18 Feb-18 Mar-18 May-18 Jun-18 Jul-18 Aug-16 Driver of Aug-18 Aug-19 Driver of	Avg. at 100 th	
			-
TOTAL CIRCUIT COURT	472.72 78.87 75.38 75.274	10%	%9
20th Circuit Court Total Pending	24,960 24,469 24,527 24,863 25,030 20,330 20,300 20,300	-4%	-5%
Circuit Court Pending Index	27	1% 6%	
Total Circuit Court Cases		% Change	
וסמו כווכמו במנו במנו	Description Through	-Girano	
	Keopens Pending Intough	S Avg. A Prior 12 A Prior Qs	S
	Jul-17 Jul-17 Sep-17 Sep-17 Nov-17 Dec-17 Jan-18 Feb-18 Mar-18 Apr-18 Apr-10 Jul-10 Ju		
			100
TOTAL COUNTY COURT	15,858 16,897 18,161 18,430 17,844 18,471	4%	2%
20th County Court Total Pending	17,062 16,652 18,851 17,103 17,105 15,052 25,051 17,062 15,552 15,552 17,052 17	-4%	%9-
County Court Pending Index	217 217 215 216 222 224 225 224 225 227 18 18 18 18 17 18 48 18 471 48 471 48 471	0% 2%	,,
Total Circuit Criminal Reopens	Total Circuit Criminal Reopens 17,797 17,504 17,349 17,242 17,062 16,652 16,851 17,105 17,200 10,050		







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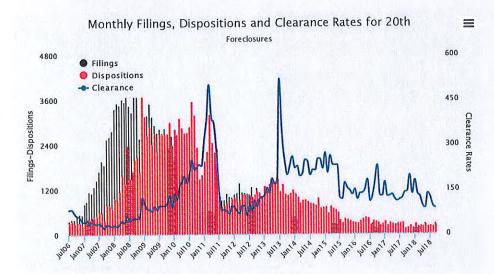
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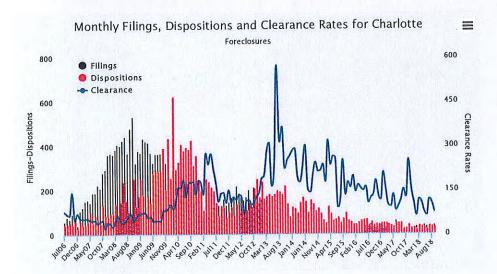
Trends in Foreclosure Cases Filings, Dispositions and Clearance Rates: December 2018

Based on the release of the unaudited SRS caseload reports ending September 30, 2018, the Twentieth Judicial Circuit's filings, dispositions and clearance rates for the foreclosure case type indicate a period of moderating clearance rates. Specifically, a review of the past month of unaudited caseloads reveals that the rate of fillings has increased by 54%, the rate of dispositions has decreased by 10%. Given the relative magnitude of these trends, the 20th's foreclosure clearance rate slid by 28% when compared to the prior month. A broader comparison of twelve-month trends demonstrates overall declines in fillings and dispositions are closely connected to the most recent six-month comparisons.

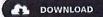
- 20th Circuit changes between Aug. '18 through Sep.'18:
 - Change in Filings +54%
 - Change in Dispositions + 10%
 - Change in Avg.Clearance -28%



- Charlotte County changes between Aug. 18 through Sep. 18:
 - Change in Filings +31%
 - Change in Dispositions -16%
 - Change in Avg. Clearance -36%



- Collier County changes between Aug. 18 through Sep. 18:
 - Change in Filings +52%
 - Change in Dispositions +32%
 - Change in Avg.Clearance -13%





Trends in Foreclosure Cases Filings, Dispositions, Clearance Rates and Pending: July 2018

Based on the release of the unaudited SRS caseload reports ending *May 31, 2018*, the Twentieth Judicial Circuit's filings, dispositions and clearance rates for the foreclosure case type indicate a period of moderating clearance rates. Specifically, a review of the past month of unaudited caseloads reveals that the rate of filings has increased by 54%, the rate of dispositions has decreased by 10%. Given the relative magnitude of these trends, the 20th's foreclosure clearance rate slid by 28% when compared to the prior month. A broader comparison of twelve-month trends demonstrates overall declines in filings and dispositions are closely connected to the most recent six-month comparisons.

Changes in foreclosure cases as compared between the most recent One-Month periods (Apr. '18 through May '18):

ALL DESIGNATION AND ADDRESS.	Charlotte	Collier	Glades	Hendry	Lee	20 th
Change in Filings	31%	52%	200%	33%	63%	54%
Change in Dispositions	-16%	32%	*	0%	6%	10%
Change in Avg.Clearance	-36%	-13%	*	-25%	-35%	-28%

Changes in foreclosure cases as compared between the most recent Six-Month periods (Dec. '16-May '17 and Dec.'17-May '18):

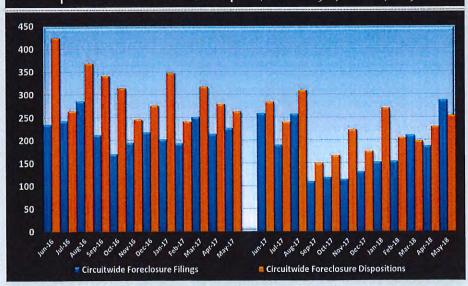
	Charlotte	Collier	Glades	Hendry	Lee	20 th
Change in Filings	-14%	-18%	-11%	-18%	-12%	-14%
Change in Dispositions	-32%	-17%	-70%	6%	-23%	-23%
Change in Avg.Clearance	-21%	4%	-38%	44%	-6%	-6%

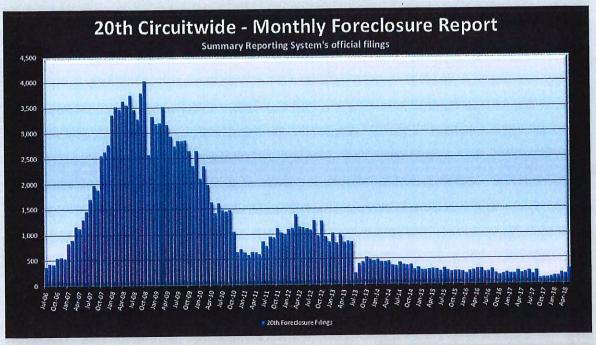
Changes in foreclosure cases as compared between the most recent Twelve-Month periods (Jun.'16-May '17 and Jun.'17-May '18):

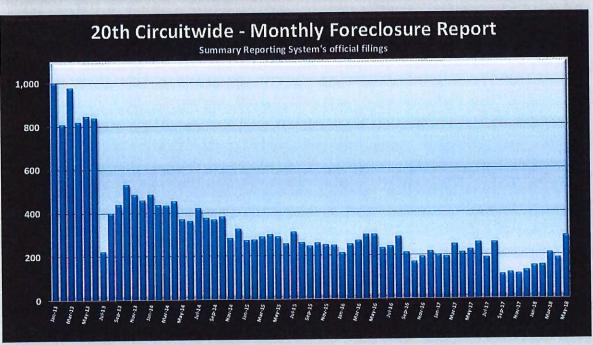
	Charlotte	Collier	Glades	Hendry	Lee	20 th
Change in Filings	-11%	-22%	-46%	-18%	-18%	-18%
Change in Dispositions	-25%	-16%	-63%	-29%	-30%	-26%
Change in Avg.Clearance	-10%	10%	-7%	-15%	-9%	-6%

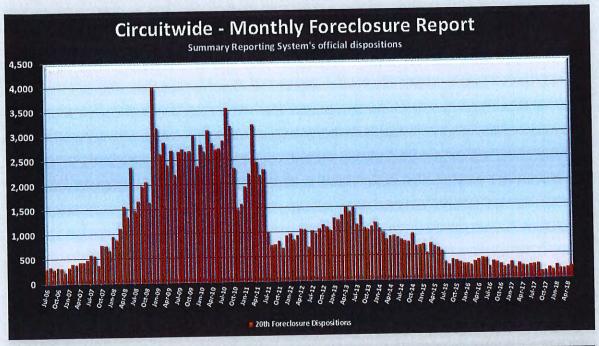
20th Circuit - Foreclosure Cases

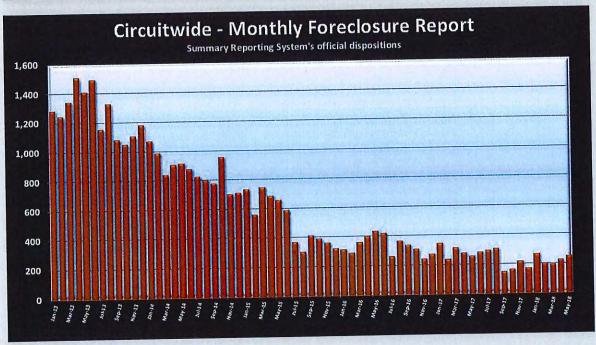
Filings decreased 17.9% (Jun. '16-May '17 v. Jun. '17-May '18)
Dispositions decreased 26.4% (Jun. '16-May '17 v. Jun. '17-May '18)

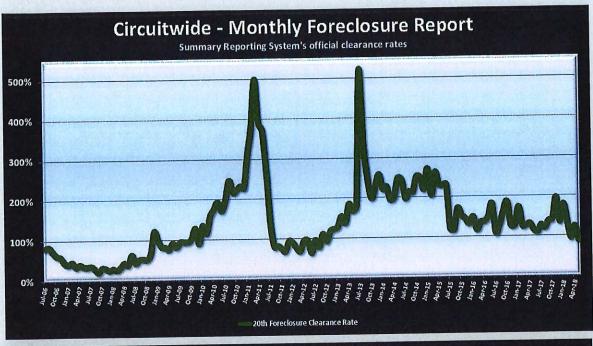


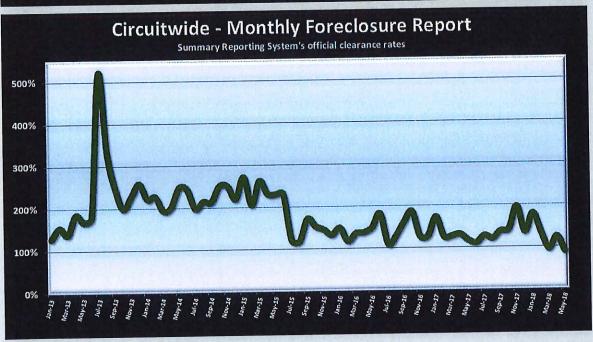


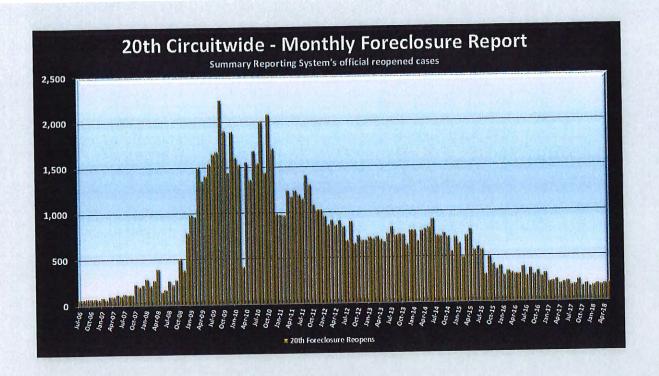






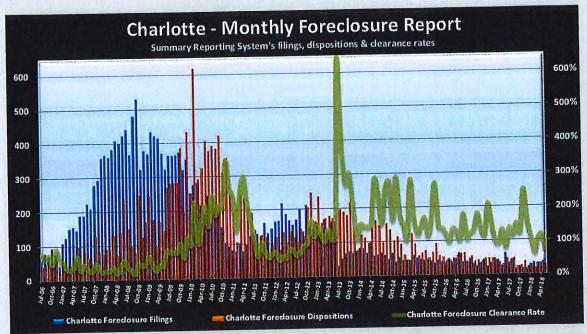


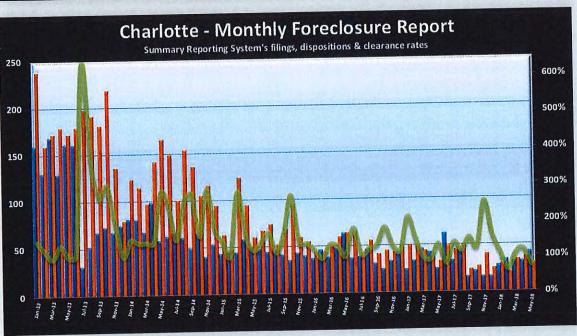


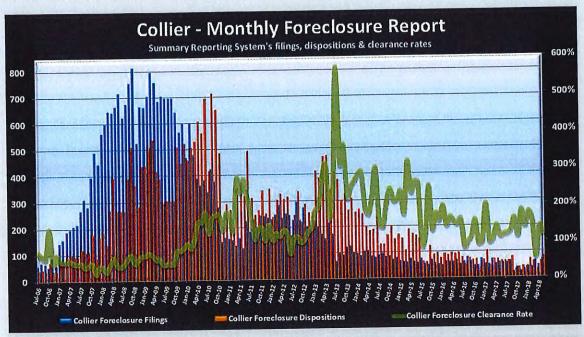


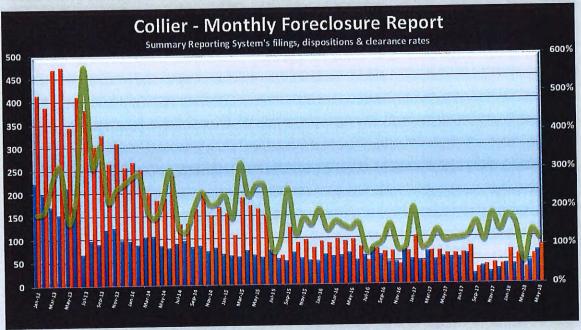
Twentieth Judicial Circuit - FORECLOSURE REOPENS - July 2018 Summary Reporting System's official reopens

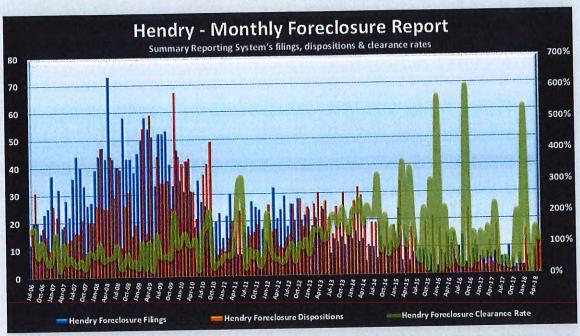
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Jail	1 CD	mai	7.197							hi in	
2007	87	73	101	101	124	107	130	122	122	230	204	221
2007	and the second second second	215	273	396	145	173	266	225	276	506	381	786
2008	287	967	1502	1355	1408	1542	1642	1668	2229	1901	1445	1887
2009	987		415	1556	1363	1676	1539	1996	1441	2070	1701	993
2010	1605	1530		1179	1239	1194	1151	1403	1304	1077	1030	1031
2011	981	971	1241		905	846	688	898	656	742	692	688
2012	956	864	913	858	668	759	834	739	752	751	638	795
2013	721	710	729	697	823	917	733	731	760	722	562	715
2014	791	675	784	806		607	575	308	503	415	359	395
2015	648	500	726	802	577			362	300	337	284	312
2016	296	337	319	308	304	382	289 178	187	238	165	190	162
2017	218	221	245	197	212	223	1/0	107	200	100	100	102
2018	172	190	178	191	197	and die	to the last	0.100	0.040	0.754	7,296	7,823
	7,359	6,842	7,003	8,058	7,556	8,203	7,847	8,452	8,343	8,751	7,290	7,023

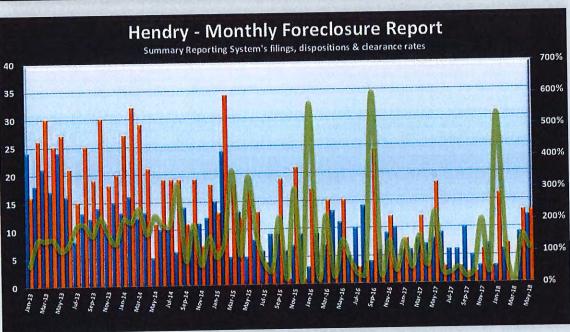


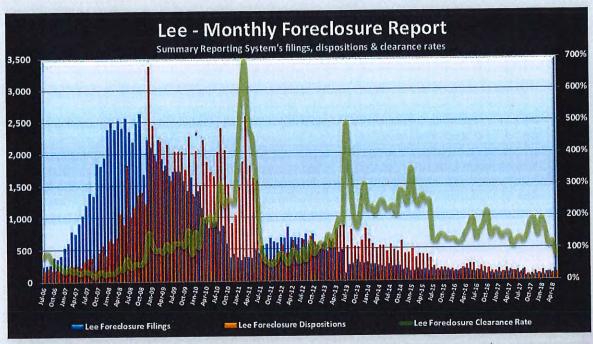


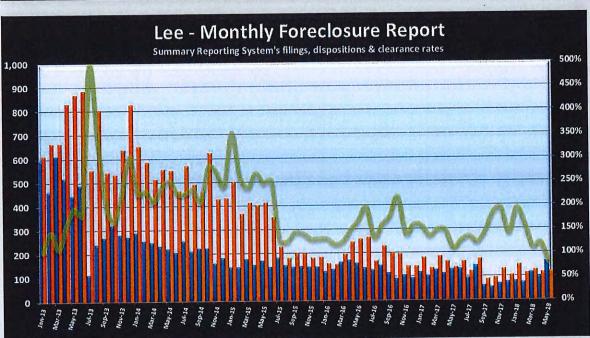


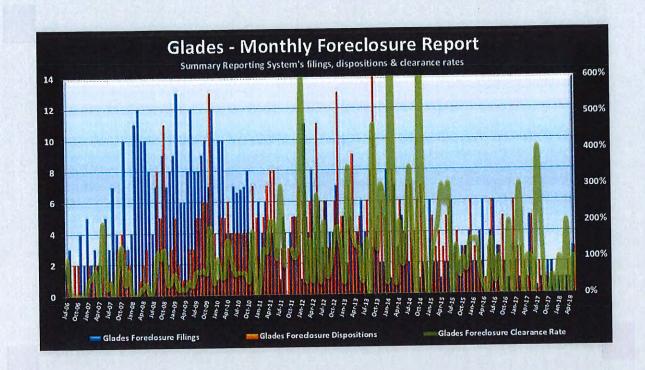






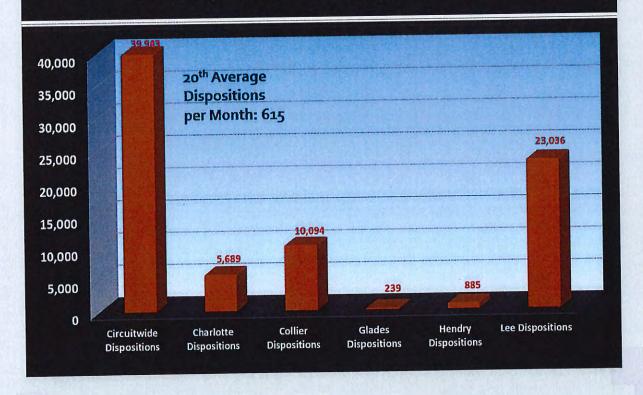






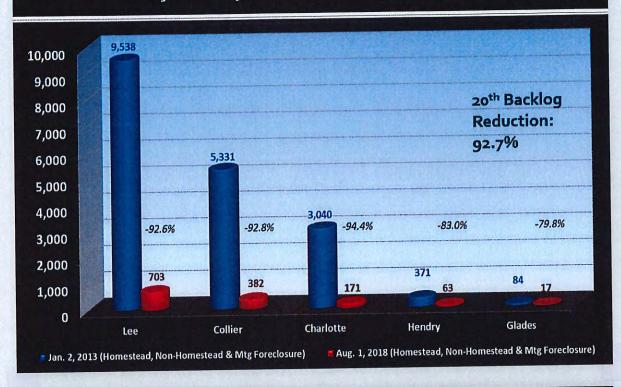
20th – Total Foreclosure Dispositions

January 2013 through May 2018



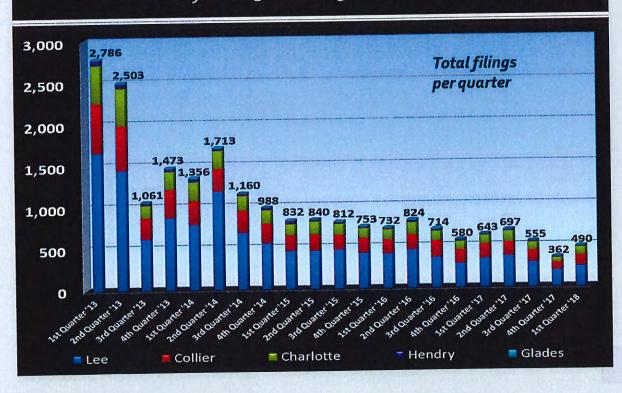
20th – Pending Foreclosure Cases

As of January 1, 2013 and August 1, 2018



20th – Foreclosure Case Filings

January 2013 through March 2018





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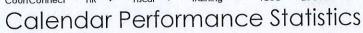
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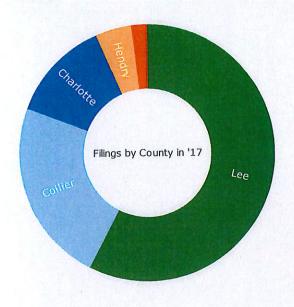
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Bulletin Board

Pretrial Services

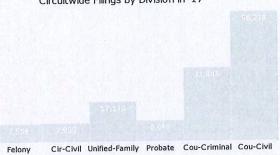
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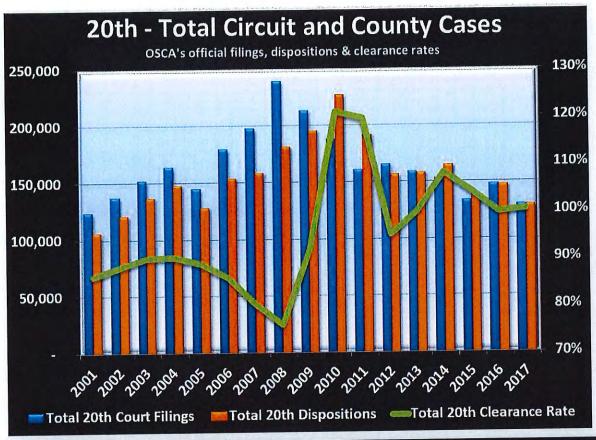


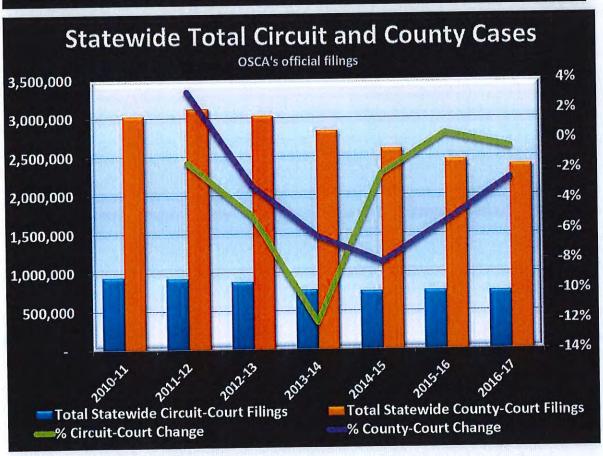


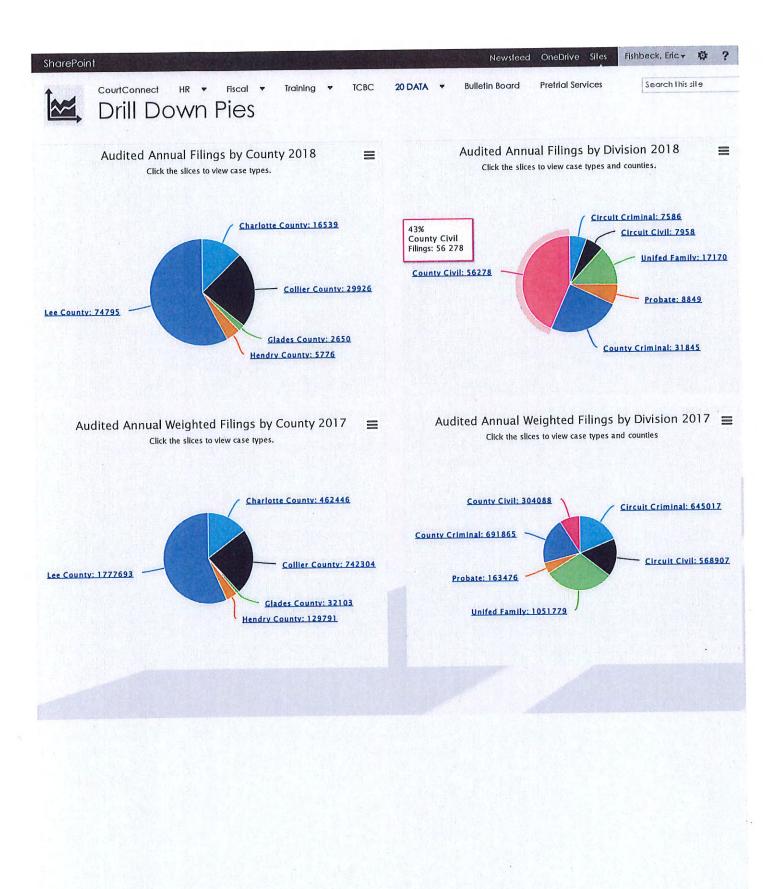
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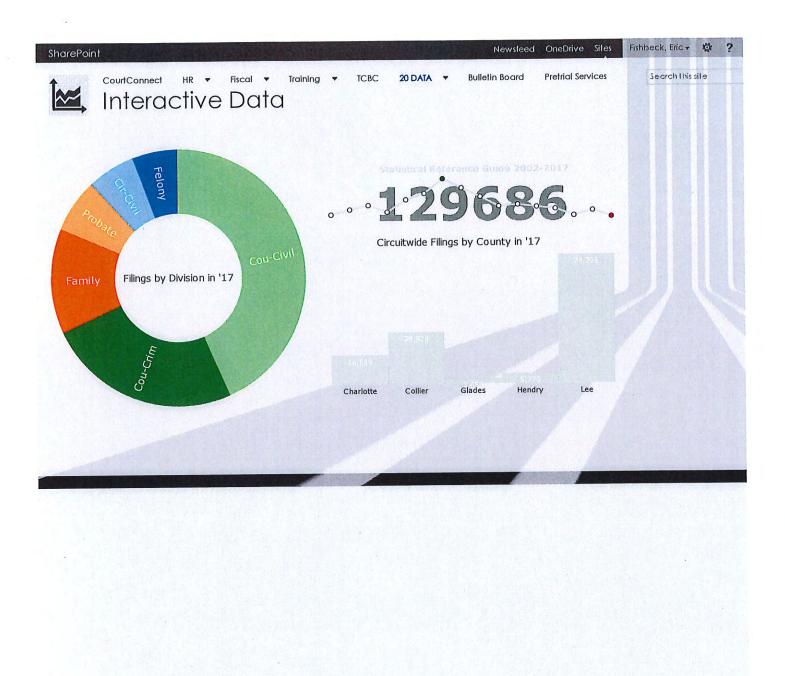
Circuitwide Filings by Division in '17





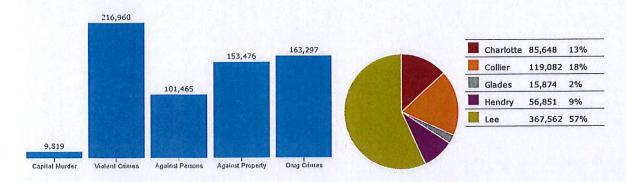




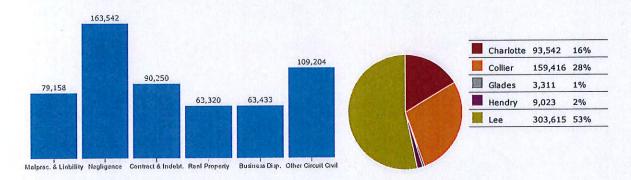




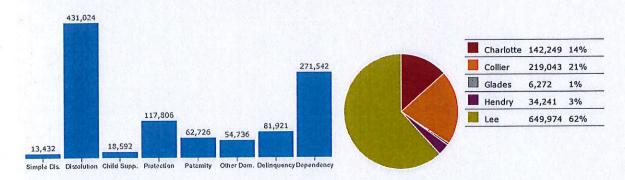
Circuit-Criminal 2018



Circuit-Civil 2018



Unified Family Court 2018



Probate Court 2018





Pretrial Services

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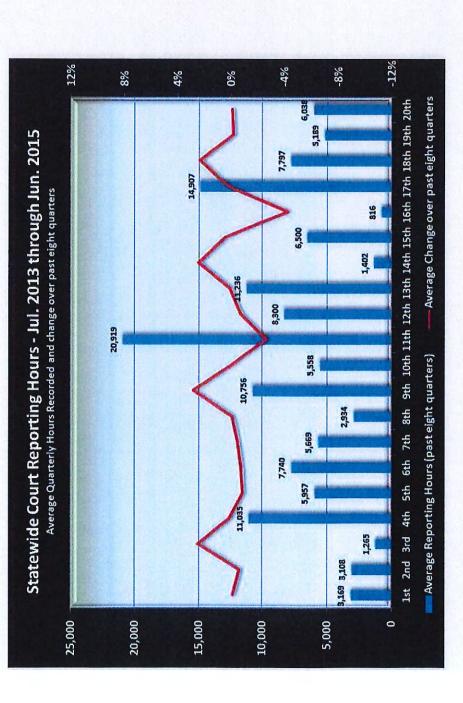
Fishbeck, Eric.

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Uniform Data Report





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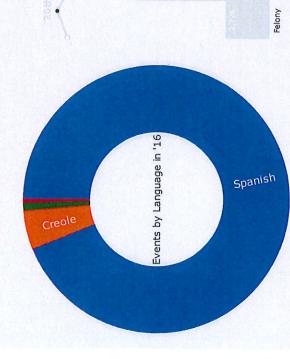
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Circuitwide Events by Division in '16

Depend. Deling. Guard. DV Inj. Child S. Other Misd.

Newsfeed OneDrive Siles Fishbeck, Eric

