

# Supreme Court of Florida

500 South Duval Street  
Tallahassee, Florida 32399-1925

R. FRED LEWIS  
CHIEF JUSTICE  
CHARLES T. WELLS  
HARRY LEE ANSTEAD  
BARBARA J. PARIENTE  
PEGGY A. QUINCE  
RAOUL G. CANTERO, III  
KENNETH B. BELL  
JUSTICES

THOMAS D. HALL  
CLERK OF COURT

February 2, 2007

The Honorable Maryanne Morse  
Clerk of the Circuit Court  
Seminole County Courthouse  
P.O. Box 8099  
Sanford, FL 32772-8099

Dear Ms. Morse:

I am writing to advise you of the status of Seminole County's Electronic Transmission and Filing of Documents Plan, requesting permission to update the Digital Signature Project (initially approved by the Supreme Court in February, 2003), by affixing judicial signatures via the use of "point and click" technology from a laptop on the bench, and the expansion of the program to include circuit court. We thank you for your patience and understanding as we work through these very significant issues.

Since your plan was received on June 6, 2006, it has been reviewed by both the Electronic Filing Committee and the Florida Courts Technology Commission, both of which have recommended approval. Approval of the plan was subject to compliance with 1) adherence to the privacy requirements as outlined in Administrative Order AOSC04-4; 2) ensuring that procedures for data backup requirements are met; and, 3) the specific caveat language I set forth in July, 2006, concerning future technology advancements and requirements.

The Honorable Maryanne Morse  
February 2, 2007  
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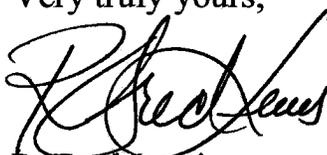
Copies of the letters, regarding this approval, from Judge Charles Francis (Chairman, Florida Courts Technology Commission) and Judge Manuel Menendez (Chairman, Electronic Filing Committee) are attached for your reference.

In mid-November, 2006, the Court reviewed several pending electronic filing plans from Clerk's offices throughout the State. It became apparent that additional information was needed for the Court to make an informed decision regarding current electronic filing initiatives in general.

Currently, the Information Systems Services Division staff of the Office of State Courts Administrator is documenting those areas requiring further clarification. It is anticipated that the Court will make a decision by the end of February.

If you have any questions during this interim period, please contact Mr. Chris Noel, CIO, Information Systems Services at (850) 488-6568.

Very truly yours,



R. Fred Lewis

RFL/mfg

Enclosures

cc: The Honorable Charles A. Francis  
The Honorable Manuel Menendez, Jr.  
The Honorable Tonya B. Rainwater  
Lisa Goodner, State Courts Administrator  
Chris Noel, CIO, Information Systems Services

OFFICE OF  
**CHARLES A. FRANCIS**  
CHIEF JUDGE  
SECOND JUDICIAL CIRCUIT

MARILYN RETT  
JUDICIAL ASSISTANT  
PHONE: (850) 577-4306  
FAX: (850) 922-0327



LEON COUNTY COURTHOUSE  
301 SOUTH MONROE STREET  
TALLAHASSEE, FLORIDA 32301

October 17, 2006

The Honorable Thomas D. Hall  
Clerk of Court  
The Supreme Court of Florida  
Supreme Court Building  
500 South Duval Street  
Tallahassee, Florida 32399-1925

Re: Seminole County Electronic Filing

Dear Mr. Hall:

Administrative Order AOSC06-3 provides that "All recommendations made by the Electronic Filing Committee are to be reviewed and approved by the Chairman of the Florida Courts Technology Commission." The purpose of this letter is to inform the Court that, as Chairman of the Florida Courts Technology Commission, I concur with the recommendation of the Electronic Filing Committee concerning Seminole County's application to update their Digital Signature Project (initially approved by the Court in February, 2003), by affixing judicial signatures via the use of "point and click" technology from a laptop on the bench, and the expansion of the program to include circuit court.

The Electronic Filing Committee advised you by letter of August 29, 2006, that it recommended approval of Seminole County's application. The approval was recommended subject to compliance with the 50-mile backup requirement, adherence to the privacy requirements outlined in Administrative Order AOSC04-4, and subject to the specific cautionary language as set forth in Chief Justice R. Fred Lewis' letter of July 13, 2006, concerning future technology advancements and requirements. Additionally, I concur with the Committee's recommendation that Seminole County be advised of the Court's directive regarding data storage backup requirements even though it is not requesting the discontinuance of paper or follow-up filings.

The Honorable Thomas D. Hall  
October 17, 2006  
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If any additional information is necessary, please do not hesitate to call upon me.

Sincerely,



Charles A. Francis  
Chairman, Florida Courts Technology  
Commission

cc: The Honorable Manuel Menendez, Jr.  
The Honorable Tonya B. Rainwater  
The Honorable Maryanne Morse  
Lisa Goodner, State Courts Administrator  
John Cook, Information Systems Manager

CAF/mr



CHAMBERS OF  
**CIRCUIT JUDGE**  
THIRTEENTH JUDICIAL CIRCUIT

**MANUEL MENENDEZ, JR.**  
CHIEF JUDGE

August 29, 2006

PHONE: (813) 272-5022  
FAX: (813) 272-7224

The Honorable Thomas D. Hall  
Clerk of Court  
Supreme Court of Florida  
500 South Duval Street  
Tallahassee, FL 32399-1925

Dear Mr. Hall:

The purpose of this letter is to inform the Court that, on July 19, 2006, the Electronic Filing Committee reviewed Seminole County's request to update their Digital Signature Project (initially approved by the Court in February, 2003), by affixing judicial signatures via the use of "point and click" technology from a laptop on the bench, and the expansion of the program to include circuit court.

The Electronic Filing Committee's review of this request is in accordance with Administrative Order SC06-3 (Electronic Filing Committee), which states that the Committee shall review any requests for the use of electronic or facsimile signatures by judges.

The Committee voted to recommend approval of Seminole County's application, conditioned upon the caveat language as set forth in Chief Justice R. Fred Lewis' letter of July 13, 2006, noted below:

"At the present time, the Court is considering enhancements to current electronic filing practices throughout the State. There is a possibility that these enhancements may include the development and application of new business practices and technology standardization. Because these enhancements may occur in the near future, it will be the responsibility of the clerk to ensure that this system, as proposed, will also be made compliant with these new technological enhancements."

The Electronic Filing Committee recognizes two issues of utmost importance to the Court in proceeding with future electronic filing initiatives:

- 1] adherence to the privacy requirements outlined in Supreme Court Administrative Order AOSC04-4, Committee on Privacy and Court Records; and,
- 2] ensuring that data backups are stored in a protected environment a minimum of 50 miles from the primary production location to ensure the availability and integrity of the electronic record.

The Electronic Filing Committee is recommending approval of Seminole County's electronic signature request with the stipulation that the request meet the privacy requirements. Furthermore, although Seminole County's request does not require discontinuation of paper (follow up filings) at this time, we recommend that they be advised of the Court's directive regarding data storage backup requirements.

Both the Trial Court Technology Committee and the Florida Courts Technology Commission are jointly working on addressing the specific concerns the Court has regarding the safety and security of the court record keeping systems. Technology and access standards are currently under review and recommendations will be forthcoming to provide appropriate safeguards.

Very truly yours,



Manuel Menendez, Jr.  
Chairman, Electronic Filing  
Committee

MMJr/mf

cc: The Honorable Tonya B. Rainwater  
The Honorable Maryanne Morse  
The Honorable Charles A. Francis  
Lisa Goodner  
John Cook ✓