



MEETING AGENDA -- AMENDED
8:30 a.m. to 3:00 p.m., Friday, July 10, 2015
Orlando, Florida

Note: By Wednesday evening, July 8, materials will be available at:

<http://www.flcourts.org/administration-funding/court-funding-budget/trial-court-budget-commission/>

Welcome and Roll Call

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|------|--|-------------|
| I. | Approval of March 31, April 13, and June 26, 2015, Meeting Minutes | 8:30-8:35 |
| II. | FY 2014-15 Year-End Wrap-Up | 8:35-9:00 |
| | A. Salary Budgets | |
| | B. Personnel Actions | |
| | C. Positions Vacant More than 180 Days | |
| | D. Operating Budgets | |
| | E. Trust Fund Cash Balances | |
| | F. Conflict Counsel Cases over Flat Fee | |
| | G. Foreclosure Backlog Reduction Initiative | |
| III. | FY 2015-16 Budget Outlook | 9:00-10:00 |
| | A. General Appropriations Act Summary/Outcomes | |
| | B. General Revenue and Trust Fund Projections | |
| | C. Salary Budget and Payroll Projections | |
| | D. Recommendations for FY 2015-16 Budget and Pay Administration Memorandum | |
| | Break | 10:00-10:15 |

IV. FY 2015-16 Circuit Allotments 10:15-12:00

- A. Previously Addressed Allotment Actions
- B. Child Support Enforcement Hearing Officers and General Magistrates
- C. Maintain Existing Allotments: Court Administration, Law Clerks, and Operating Budgets
- D. Revise Non-Due Process Allotments: Senior Judge Days, Civil Traffic Infraction Hearing Officers, Additional Compensation to County Judges, and Mediation
- E. Revise Due Process Contractual Allotments
 - 1. Due Process Management and Strategy Issues
 - 2. Court Interpreting, Expert Witnesses, Court Reporting, and Cost Recovery
- F. Statewide Allotments
- G. Allotments for Special Appropriations
 - 1. Domestic Violence Active Global Positioning Satellite (GPS) Technology
 - 2. Post-Adjudicatory Expansion Drug Courts
 - 3. Veterans' Courts
 - 4. Education and Training on Co-occurring Disorders
 - 5. Criminal Mental Health Treatment Services

Lunch 12:00-1:00

V. FY 2016-17 Legislative Budget Request (LBR) 1:00-2:30

- A. LBR Timeline
- B. Priorities/Strategies – Approved for Estimation and Consideration
 - 1. Employee Pay Issue
 - 2. Trial Court Technology Funding
 - 3. Court Interpreting Resources
 - 4. Case Management Resources
 - 5. Law Clerks to Support Death Penalty Legislation
 - 6. Compensation to Retired Judges
 - 7. Senior Management Service Coverage
 - 8. Courthouse Furnishings
- C. Additional Requests/Priorities
 - 1. Florida Conference of Circuit Judges' Recommendations
 - 2. Education and Training on Co-Occurring Disorders
- D. Priority Ranking of LBR Issues

TCBC Agenda

July 10, 2015

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VI. Report from Chief Justice Designee to Clerks of Court Operations 2:30-2:45
Corporation Executive Council

VII. Other Business 2:45-3:00

Adjourn

Agenda Item I. Approval of Meeting Minutes

**Trial Court Budget Commission
Meeting Minutes
March 31, 2015
Telephone Conference**



Attendance – Members Present

The Honorable Mark Mahon, Chair	Ms. Kathy Pugh
The Honorable Robert Roundtree, Vice Chair	Mr. Grant Slayden
The Honorable Catherine Brunson	The Honorable Elijah Smiley
The Honorable Ronald Ficarrota	Mr. Walt Smith
The Honorable Robert Hilliard	The Honorable Bertila Soto
The Honorable Thomas McGrady	The Honorable John Stargel
Ms. Sandra Lonergan	The Honorable Margaret Steinbeck
The Honorable Wayne Miller	The Honorable Patricia Thomas
The Honorable Debra Nelson	Mr. Mark Weinberg
The Honorable Gregory Parker	Ms. Robin Wright
The Honorable Diana Moreland	

Attendance – Members Absent

The Honorable Jeffrey Colbath	Mr. Tom Genung
The Honorable Frederick Lauten	

Special Note: It is recommended that these minutes be used in conjunction with the meeting materials.

Judge Mahon called the Trial Court Budget Commission (TCBC) meeting to order at 12:35 p.m. The roll was taken with a quorum present.

Agenda Item I: Reallocation of Remaining Technology Funds under Foreclosure Backlog Reduction Initiative

Lindsay Hafford presented an overview of this agenda item and noted that staff have been monitoring the remaining technology funds under the foreclosure backlog reduction initiative. Email communications had previously been sent to all circuit trial court administrators and trial court technology officers requesting the status of each circuit, if funds would be available for reallocation or if the circuit required additional funds. OSCA received requests from five circuits for additional funding. Ms. Hafford noted that the Seventh Circuit and the Fourteenth Circuit

anticipated having additional funds for reallocation, but the amounts are unknown at this time. In addition, the Nineteenth Circuit had an adjustment to the amount available for reallocation from \$6,000 to \$5,862, reducing the total proposed reallocation amount to \$268,199 from \$268,337. *(Note: After the meeting the amount of available funds for redistribution from the Fifteenth Circuit changed to \$6 from \$1,333, based on their available balance, further reducing the total for reallocation to \$266,872.)*

Proposed Funding Criteria

Judge Mahon presented three options for consideration and noted that the Second, Third, Fourth and Sixth Circuits would receive the full amount of additional funding requested and the Seventeenth Circuit would receive funds as they become available.

Judge Brunson asked how it was determined which circuits would be fully funded. Ms. Hafford responded that priority was given to those circuits completing the initial implementation of the Court Application Processing System. Judge Smiley noted that the Fourteenth Circuit would have funds available for reallocation. Judge Mahon added that the funds from the Fourteenth Circuit would increase the amount of funding the Seventeenth Circuit would receive.

Judge Smiley motioned to approve Option One. Judge Brunson seconded, and the motion passed without objection.

Availability of Additional Funds

Ms. Hafford noted as the fiscal year comes to a close, additional funds may become available and three options were presented for consideration of reallocating funding as additional funds become available. Judge Parker motioned to approve Option One. Judge Smiley seconded, and the motion passed without objection.

Adjournment

With no other business before the commission, the meeting adjourned at 12:42 p.m.

Trial Court Budget Commission
Meeting Minutes
April 13, 2015
Tallahassee, Florida



Attendance – Members Present

The Honorable Mark Mahon, Chair	Ms. Kathy Pugh
The Honorable Robert Roundtree, Vice Chair	Mr. Grant Slayden
The Honorable Catherine Brunson	The Honorable Elijah Smiley
The Honorable Jeffrey Colbath	Mr. Walt Smith
The Honorable Ronald Ficarrota	The Honorable Bertila Soto
Mr. Tom Genung	The Honorable John Stargel
The Honorable Robert Hilliard	The Honorable Margaret Steinbeck
The Honorable Frederick Lauten	The Honorable Patricia Thomas
Ms. Sandra Lonergan	Mr. Mark Weinberg
The Honorable Thomas McGrady	Ms. Robin Wright
The Honorable Wayne Miller	
The Honorable Debra Nelson	

Attendance – Members Absent

The Honorable Diana Moreland	The Honorable Gregory Parker
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Special Note: It is recommended that these minutes be used in conjunction with the meeting materials.

Chair Mahon called the Trial Court Budget Commission (TCBC) meeting to order at 8:32 a.m. The roll was taken with a quorum present. Judge Mahon welcomed two new staff: Beatriz Caballero, Chief of Personnel and Lindsay Hafford, Resource Planning.

Agenda Item I: Approval of December 11, 2014, Meeting Minutes

Judge Mahon presented the draft meeting minutes from the December 11, 2014, TCBC meeting and asked if there were any changes necessary before approval. Walt Smith moved to approve the minutes as drafted. Judge Miller seconded and the motion passed without objection.

Agenda Item II: Status of FY 2014-15 Budget

A. Salary Budgets

1. Payroll Projections

Dorothy Willard provided an overview of the trial court salary budgets for FY 2014-15. The salary liability for the trial courts General Revenue/State Court Revenue Trust Fund was \$2.5 million under the salary appropriation. Judge Steinbeck recommended the TCBC review holds on hiring new employees for the annual budget and pay administration memorandum.

Ms. Willard reported the Administrative Trust Fund's salary liability was under by \$79,537 and the Federal Grants Trust Fund's liability was under the appropriation by \$45,822.

Chief Judge Discretionary Fund Analysis

Ms. Willard informed the members that as a result of several inquiries regarding the chief judge discretionary funds for circuit specific issues relating to retention and recruitment, additional policy considerations were required by the TCBC. Inquiries included: (1) if rate generated by vacant positions could be available to replenish those funds spent from the chief judge discretionary fund; (2) if unspent funds can be carried forward into the new fiscal year; and (3) if an employee that has received an increase leaves, can those funds be returned back to the circuit for redistribution.

At the direction of the chair, staff examined several methodologies and identified policy considerations; however, analysis indicated there was not an equitable and uniform process to redistribute funds back to the circuits. As a result, staff recommended the following:

- Since the funds are recurring, allow circuits to carry forward any unspent chief judge discretionary funds remaining as of June 30, 2015, for use in FY 2015-16;
- After the FY 2015-16 payroll projections are completed, determine if sufficient dollars are available for an additional rate distribution to be added to the chief judge discretionary fund to address retention and recruitment issues as they arise in the new fiscal year;
- Consider a policy regarding current year funds for when an employee vacates after a distribution has been made within 60 days, that those funds would be provided back to a circuit for redistribution; and
- Allow an amendment to the "Special Pay Issue Adjustment Certification" form to reflect the type of action being addressed in order to track those issues circuits continue to experience (retention or recruitment).

Walt Smith asked about the proposed timeframe on an additional rate distribution. Ms. Willard responded the implementation plan would be addressed at the July TCBC meeting or a special meeting to be held in August, once the payroll projections were completed for FY 15-16. Judge Mahon added it would also be dependent on the outcome of the second year funding request of the pay issue for FY 15-16.

Walt Smith moved to approve the staff recommendations. Judge Smiley seconded and the motion passed without objection.

2. Positions Vacant for More Than 180 Days

Beatriz Caballero provided a brief overview of the positions vacant for more than 180 days as of March 30, 2015.

3. Reclassification Actions

Beatriz Caballero provided an overview of the status of reclassifications and other personnel actions as of March 30, 2015. Twenty reclass requests totaling \$212,742 have been approved.

B. Operating Budgets

Dorothy Willard provided an overview of the operating budgets for FY 2014-15 as of March 31, 2015. She noted that to date, 75% of appropriations have been released and overall spending is currently below the threshold.

Ms. Willard reported that multiple circuits have experienced deficits in court reporting and expert witness due process contractual services categories and have depleted the statewide reserve. A notice will be sent to all circuits to active step 4 of the *Procedures for Addressing Deficits in Due Process Services Appropriation Category* and request the return of unobligated due process contractual services category funds to the statewide reserve. Mark Weinberg inquired if this action results in moving away from the practice of circuits asking other circuits for assistance. Ms. Willard reported that circuits have completed internal transfers (including assistance from other circuits) and budget amendments to mitigate their deficits.

Judge Colbath asked if the foreclosure senior judge allocation will revert after June 30th. Ms. Willard affirmed and added a reminder that some of the foreclosure days have been transferred for use in the regular senior judge cost center.

Remote Interpreting Regional Pilot – 15th Circuit Request

Patty Harris reported on this agenda item stating that the Due Process Technology Workgroup received a request for \$12,225 from the 15th Circuit to fund the purchase of remote interpreting equipment for one courtroom as part of the pilot. The workgroup

recommended approval of the request. Judge Lauten motioned to approve \$12,225 to be utilized by the 15th Circuit for the purchase of an additional courtroom endpoint within the remote interpreting regional pilot. Judge Miller seconded, and the motion passed without objection.

C. Trust Fund Cash Balances

Kris Slayden provided an overview of the revenue estimating conference projections and reported that general revenues were revised slightly upward and it is estimated there will be an available balance over \$1 billion for FY 2015-16. The Article V Revenue Estimating Conference met on February 17, 2015, and State Courts Revenue Trust Fund (SCRTF) estimates were revised downward, due primarily to decreasing revenues associated with foreclosure filings, to \$81.4 million. Ms. Slayden added that both the House and Senate have provided funding through back-of-the-bill appropriations for FY 2014-15 to repay the loan that was received to address the SCRTF shortfall. The House and Senate also have proposed funding shifts, although each has a different technical method and amount.

1. State Courts Revenue Trust Fund

Dorothy Willard provided an overview of the trust fund cash balance through March 31, 2015 for FY 2014-15. She noted that as reported at the last meeting, a \$14 million deficit was projected at year end. The chief justice secured a loan for the State Courts Revenue Trust Fund (SCRTF) in accordance with 215.18(2), F.S. As a result, the fund is no longer projecting a deficit and the estimated ending balance based on current data was \$617,952.

Kris Slayden provided an overview of the Office of the State Courts Administrator's projected cash balance for FY 2014-15 and FY 2015-16 in the SCRTF. In FY 2014-15, both the House and Senate have provided funding through back-of-the-bill appropriations for FY 2014-15 to repay the loan that was received to address the SCRTF shortfall. The House and Senate have proposed fund shifts from SCRTF to General Revenue (GR) to address the deficit. Without the fund shift, and assuming the revenues come in as projected, the estimated ending cash balance deficit for FY 2015-16 was \$18.2 million.

2. Administrative Trust Fund

Dorothy Willard provided an overview of the trust fund cash balance through March 31, 2015 for FY 2014-15. She noted that the due process cost recovery funds collected by the circuits are deposited in this fund. The estimated ending cash balance was \$1,290,916.

D. End of Year Spending

Dorothy Willard reported on this agenda item and stated that in the past the trial courts pooled funds close to year end for refresh of court reporting equipment when available. An

end of year spending plan will not be considered this year due to increases in due process expenditures, particularly in the expert witness and court interpreting elements. Ms. Willard added that no holdbacks or cash flow issues were projected and recommended that circuits proceed with their individual spending plans.

Agenda Item III: Conflict Counsel Cases Over the Flat Fee

Jessie McMillan provided an overview of the conflict counsel cases over the flat fee payments, noting that FY 2014-15 expenditures are estimated to be approximately \$7.2 million, an increase of over \$363,669 from FY 2013-14 expenditures. If expenditures continue at their current levels, FY 2014-15 expenditures will represent the highest expenditures since the establishment of the flat fees. The majority of FY 2014-15 expenditures are related to Capital and RICO cases, with 69.7% of fiscal year to date expenditures associated with these case types.

Walt Smith stated that attorney submissions are not questioned and no one is held accountable for those submissions unless a judge reviews. Judge Mahon agreed the current situation is problematic and the Justice Administrative Commission does not have much authority. Judge Roundtree stated the chief judges still have authority over the registry.

Agenda Item IV: Foreclosure Backlog Reduction Initiative

Lindsay Hafford provided an overview of the Foreclosure Backlog Reduction Initiative for FY 2014-15. She noted the remaining old cases are the complex cases that require more time; the number of foreclosure filings have decreased and January 2015 filings are close to a normal year's number; and dispositions continue to outpace filings. Ms. Stafford also reported that almost all circuits have implemented the Court Application Processing System (CAPS) viewers.

Judge Mahon stated that any unspent foreclosure backlog reduction initiative funds will revert at the end of this fiscal year. A continuing legislative budget request issue was not filed due to the projected progress of the initiative and declining pending cases; however, feedback from the banks suggest an increase in filings. Judge Mahon will communicate the banks' concerns to the legislature. He added that the initiative was very successful and noted the trial courts have asked for additional case managers in FY 2015-16 to continue current processes.

Agenda Item V: Update on Technology Funding Strategies Workgroup

Judge Roundtree reported the Florida Supreme Court adopted the *Florida Trial Court Technology Strategic Plan: 2015-2019* and adopted the supplemental legislative budget request for FY 2015-16. The court clerks have also developed a plan and met with court representatives in February to review.

Agenda Item VI: Update on 2015 Legislative Session

Judge Mahon reported that the TCBC legislative team is working very diligently at the capitol. Currently the House and Senate are experiencing differences regarding Medicaid funding. Until

an agreement can be reached, the budget conference process is stalled. There have been talks of a special legislative session.

A. House and Senate Budget Proposals

Dorothy Willard provided a brief overview of the House and Senate budget proposals compared to the state courts system legislative budget request. She noted that both the House and Senate includes proviso language for funding to address the deficit projected in the State Courts Revenue Trust Fund.

1. Implementing Bills

Eric Maclure provided an overview and reviewed the impact of the House and Senate bills to implement provisions in their respective FY 2015-16 general appropriations acts, which is comparable to the annual trial court budget and pay administration memorandum.

2. Conforming Bills

Eric Maclure provided an overview and reviewed the impact of the House and Senate conforming bills, which enacts policy changes over a longer term.

B. Pay Issue for Judges and State Courts System Staff

Judge Mahon reported on this agenda item and reminded the members that the pay issue is a branch wide issue. The conferences of court judges address pay and benefits issues for judges, not the TCBC. The TCBC advocates pay and benefits issues on behalf of court system staff.

Judge Stargel reported that the pay issue is not included in the House and Senate proposed budget and may be addressed in the budget conference process. Judge Brunson asked if the issue will be submitted next year if not funded this year. Judge Stargel stated the issue funds the second year of a two-year implementation plan and the TCBC will have the opportunity to make recommendations for next year's legislative budget request if not funded this year. Walt Smith asked if all state employees were going to receive a pay increase. Judge Mahon replied there have been no talk of raises and agreement by the House and Senate on the budget is still far away. Judge Mahon added that the legislature knows the courts' top two priorities are pay and technology.

C. Pay and Benefits/Retirement Legislation

Beatriz Caballero provided a brief overview of the pay and benefits section of the House and Senate budget proposals.

Eric Maclure provided an overview of House Bill 7097 that revises the State Group Insurance Program. He also provided a brief overview of Senate Bill 7042 regarding reenrollment in the Florida Retirement System.

D. Other Significant Legislation

Kris Slayden provided a brief overview of the committee substitute for Senate Bill 1080 regarding clerks of the circuit courts funding.

Agenda Item VII: Judicial Conference, TCBC, and Other Legislative Outreach

Judge Mahon reported on the activities of the TCBC legislative team. Judge Colbath reported on the activities of the Conference of Circuit Court Judges, and Judge Hilliard reported on the activities of the Conference of County Court Judges. Judge Stargel reminded the TCBC members to let staff know when meeting with legislators. The chief justice has authorized six judges only to speak on judges' pay and benefit issues.

Agenda Item VIII: FY 2016-17 Legislative Budget Request Time Line

Dorothy Willard provided an overview of the FY 2016-17 legislative budget request (LBR) time line. She noted that 2016 legislative session begins in January instead of March. Subcommittee meetings will potentially start in September 2015. The LBR is normally due in October and in 2016, the LBR will be due in September. As a result of the earlier session and LBR due date, the LBR timeline is set and the dates were accelerated. Ms. Willard encouraged all circuits to start reviewing their needs for new building and/or building expansion furnishings, and not to wait until the LBR instructions are distributed to the circuits in mid-June.

Agenda Item IX: Report from Chief Justice Designee to the Clerks of Court Operations Corporation Executive Council

Judge Ficarrota reported attendance at the Clerks of Court Operations Corporation Executive Committee meetings.

Adjournment

Chair Mahon announced the next meeting will be held on Friday, June 12, 2015 in Orlando. With no other business before the commission, the meeting adjourned at 10:30 a.m.

Trial Court Budget Commission
Meeting Minutes
June 26, 2015
Telephone Conference



Attendance – Members Present

The Honorable Mark Mahon, Chair	Ms. Kathy Pugh
The Honorable Robert Roundtree, Vice Chair	The Honorable Anthony Rondolino
The Honorable Catherine Brunson	Mr. Grant Slayden
The Honorable Jeffrey Colbath	The Honorable Elijah Smiley
The Honorable Ronald Ficarrotta	Mr. Walt Smith
Mr. Tom Genung	The Honorable Bertila Soto
The Honorable Robert Hilliard	The Honorable John Stargel
The Honorable Frederick Lauten	The Honorable Patricia Thomas
The Honorable Diana Moreland	Mr. Mark Weinberg
The Honorable Debra Nelson	
The Honorable Gregory Parker	

Attendance – Members Absent

Ms. Sandra Lonergan	The Honorable Margaret Steinbeck
The Honorable Wayne Miller	Ms. Robin Wright

Special Note: It is recommended that these minutes be used in conjunction with the meeting materials.

Chair Mahon called the Trial Court Budget Commission (TCBC) meeting to order at 12:00 p.m. The roll was taken with a quorum present. Judge Mahon welcomed new TCBC member, Chief Judge Anthony Rondolino, of the Sixth Judicial Circuit.

Agenda Item I: FY 2015-16 Additional Allocations – Case Management Resources

Issue #1: Resource Allocation

Kris Slayden reported on this agenda item stating that during the 2015 Special Legislative Session, the legislature appropriated an additional \$2.0 million in case management resources to the trial courts, which will fund 38.0 FTE Court Program Specialist II positions. Recognizing

that temporary case management resources from the foreclosure settlement funds will terminate on June 30, 2015, the additional case management FTE allocation to the circuits needed to be determined immediately, in the event circuits wanted to hire these OPS staff without a break in service.

Ms. Slayden provided two allocation options for consideration:

Option 1 – Allocate the 38.0 FTE by utilizing a minimum of 1.0 FTE per circuit, distributing a second FTE to those circuits with a net need greater than 1.0 FTE, and distributing the remaining FTEs to those circuits with the highest net need, as determined by the FY 2015-16 LBR Needs Assessment calculation.

Option 2 – Allocate the 38.0 FTE based on each circuit's percent of the total FTE net need as determined by the FY 2015-16 LBR Needs Assessment calculation and utilizing a floor of 0.5 FTE.

The members discussed a possible alternative funding methodology and ultimately agreed the discussion would need to be tabled for a later time due to the immediate need to allocate the new resources.

Judge Roundtree made a motion to approve Option 1. Judge Nelson seconded and the motion passed without objection.

Issue #2: Personnel Administration and Salary Management

Eric Maclure reviewed personnel administration and salary management policies to assist the circuits in hiring for the new case management positions and provided the following:

- Circuits may advertise and hire internally without external advertising if current foreclosure OPS or other court employees possess the requisite skills for the positions.
- If current OPS or other court employees do not possess the requisite skills or are not performing satisfactorily in their current positions, the circuit is not obligated to hire internally and may engage in normal recruitment practices.
- The hiring salary will be at the minimum of the pay range, and the position may be filled immediately without any holds for salary management purposes since these positions are new resources.

Judge Mahon thanked the members for their unanimous vote, which resulted in the best statewide outcome, even though some circuits may have fared better with Option 2.

Adjournment

With no other business before the commission, the meeting adjourned at 12:38 p.m.

Agenda Item II.A. FY 2014-15 Year- End Wrap-Up – Salary Budgets

Item II.A.: Salary Budgets

**FY 2014-15 Trial Courts Salary Budget
 General Revenue and State Courts Revenue Trust Fund
 JUNE 2015**

CIRCUIT	1	Projected Full Employment Payroll Liability through June 30, 2015	266,954,669
	2	Law Clerk Payroll Liability FY 15-16 through FY 19-20	1,011,840
	2	Salary Appropriation	(267,028,137)
	3	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	938,372
	4	Actual Payroll Adjustment through June 30, 2015	(4,349,884)
	5	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(3,411,512)
COUNTY	6	Projected Full Employment Payroll Liability through June 30, 2015	83,233,197
	7	Salary Appropriation	(83,277,038)
	8	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(43,841)
	9	Actual Payroll Adjustment through June 30, 2015	(1,169,489)
		10	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment
Trial Court Summary	11	Projected Full Employment Payroll Liability through June 30, 2015	350,187,866
	12	Salary Appropriation	(350,305,175)
	13	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	894,531
	14	Actual Payroll Adjustment through June 30, 2015	(5,519,373)
		15	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment

	General Revenue	(18,069)
	State Courts Revenue Trust Fund	(4,606,773)
		(4,624,842)

Actual Lapse Percentage

Trial Courts - 1.91% or 6,681,062

Agenda Item II.A.: Salary Budgets

**FY 2014-15 Trial Courts Salary Budget
 Administrative Trust Fund
 JUNE 2015**

1	Projected Full Employment Payroll Liability through June 30, 2015	144,943
2	Salary Appropriation	(193,061)
3	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(48,118)
4	Actual Payroll Adjustments through June 30, 2015	(31,419)
5	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(79,537)

**FY 2014-15 Trial Courts Salary Budget
 Federal Grants Trust Fund
 JUNE 2015**

1	Projected Full Employment Payroll Liability through June 30, 2015	5,916,990
2	Salary Appropriation	(5,950,436)
3	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(33,446)
4	Actual Payroll Adjustments through June 30, 2015	(46,983)
5	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(80,429)

Agenda Item II.B. FY 2014-15 Year- End Wrap-Up – Personnel Actions

**Agenda Item II.B. Trial Court FY 2014-15
 Reclassifications and Other Personnel Actions
 as of June 30, 2015**

Circuit	Number of Reclasses Requested	Dollar Amount of Requests	Status of Requests as of June 30, 2015	Dollar Amount of Approved Requests	Dollar Amount of Pending Reclass Requests
1	1	14,582	1 approved	14,582	
2	1	10,390	1 approved	10,390	
3					
4	5	35,688	4 approved; 1 pending classification analysis	32,193	3,495
5					
6	6	23,839	3 approved; 3 pending classification analysis	9,897	13,942
7	2 (1 had been pending from FY 13/14)	15,195	2 approved	15,195	
8	3	18,145	3 approved	18,145	
9	2	6,317	2 pending classification analysis		6,317
10	11	71,348	3 approved; 8 pending classification analysis	35,246	36,102
11	11 (2*)	29,034	12 approved; 1 pending classification analysis	34,976	(5,942)
12	2	7,114	2 approved	7,114	
13					
14					
15	6	35,015	5 approved; 1 pending classification analysis	29,698	5,317
16					
17	1	2,531	1 approved	2,531	
18	2 (2 had been pending from FY 13/14)	30,725	2 approved	30,725	
19					
20	1	4,822	1 approved	4,822	
Total	46	304,745		245,514	59,231
Total Approved and Pending				304,745	

Other Personnel Actions: \$1,902 for 1 Lead Worker in the 2nd (approved); \$6,720 for 2 Lead Workers in the 6th (approved); \$6,083 for 2 Lead Workers in the 9th (1 pending from FY 13/14 - approved; 1 pending classification analysis); \$1,902 for 1 Lead Worker in the 19th (pending from FY 13/14 - approved); \$3,175 for 1 Lead Worker in the 20th (approved); and \$405 for 1 Demotion Retain Salary in the 2nd; \$84 for 1 Demotion Retain Salary (partial) in the 8th; \$181 for 1 Demotion Retain Salary in the 10th; \$130 for 1 Demotion Retain Salary (partial) in the 11th; \$302 for 1 Demotion Retain Salary in the 11th; \$1,026 for 2 Demotion Retain Salary (1 partial) in the 15th; and \$1,518 for 2 Demotion Retain Salary (partial) in the 17th. (Four of the nine "Demotion Retain Salary" actions, in the amount of \$971, were for Circuit JAs demoted to County JA.) *The 11th Circuit requested a reclassification (downgrade of a Court Operations Manager - pay grade 271 - \$53,028.86 to an Assistant Supervising Court Interpreter - pay grade 251 - \$47,568.91, which resulted in a gain/save of \$6,280 in dollars; and the downgrade of a Budget Analyst - pay grade 244 - \$48,359.46 to a Program Coordinator - pay grade 024 - \$43,193.52, which resulted in a gain/save of \$5,942).

Agenda Item II.C. FY 2014-15 Year- End Wrap-Up – Positions Vacant More than 180 Days

Agenda Item II.C.: Vacancies over 180 days as of 06/30/15

Circuit	Cost Center	Cost Center Name	Position #	Class Title	FTE	# of Days Vacant	Date Position Vacant	Base Rate
11th Circuit	131	Court Interpreting Services	010365	COURT INTERPRETER ¹	1.00	211	12/01/2014	\$37,756.20
11th Circuit	131	Court Interpreting Services	010367	COURT INTERPRETER - CERTIFIED ²	1.00	218	11/24/2014	\$43,331.16
11th Circuit	210	Court Administration	010320	BUDGET ANALYST ³	1.00	298	09/05/2014	\$48,359.52
13th Circuit	131	Court Interpreting Services	011716	COURT INTERPRETER - CERTIFIED ⁴	1.00	395	05/31/2014	\$43,331.16
17th Circuit	210	Court Administration	009461	TRIAL COURT TECHNOLOGY OFFICER ⁵	1.00	295	09/08/2014	\$90,250.08

^{1,2}The 11th Circuit is advertising on an ongoing basis on their local website and the Florida Court's website. The positions continue to be a challenge to fill due to the certification requirement and the lack of applicants who are certified as a Court Interpreter.

³The 11th Circuit submitted a request to reclassify (downgrade) the Budget Analyst position to the Office of Personnel Services.

⁴The 13th Circuit continues to advertise its certified interpreter vacancy and is hopeful that the release of the most recent interpreter examinations test results in the next 2-3 weeks will produce additional candidates meeting the certification requirements to apply for the position.

⁵The 17th Circuit has received a number of applications and plans to do interviews within the next few weeks.

Agenda Item II.D. FY 2014-15 Year-End Wrap-Up – Operating Budgets

Agenda Item II.D.: Operating Budgets

The data below represents the status of the FY 2014-15 operating budgets as of June 30, 2015.

Category	Budget Entity	Appropriation	Expended/ Encumbered	Remaining Balance	% Expended/ Encumbered
Other Personnel Services	Circuit	1,204,276	872,232	332,044	72.43%
Expenses	Circuit	6,803,322	4,616,611	2,186,711	67.86%
	County	2,874,912	2,276,235	598,677	79.18%
	Total	9,678,234	6,892,846	2,785,388	71.22%
Operating Capital Outlay	Circuit	436,071	371,438	64,633	85.18%
Contracted Services	Circuit	10,674,055	3,728,738	6,945,317	34.93%
	County	204,000	74,961	129,039	36.75%
	Total	10,878,055	3,803,699	7,074,356	34.97%
Lease/Lease Purchase	Circuit	178,347	93,445	84,902	52.40%
	County	78,792	31,607	47,185	40.11%
	Total	257,139	125,052	132,087	48.63%
Other Data Processing Services	Circuit	97,902	97,902	0	100.00%

Note: Operating Budget excludes foreclosure funds. FY 2014-15 Expended/Encumbered are based on actual expenditures through June 30, 2015 (preliminary - accounts are not closed as of the date of this chart).

Agenda Item II.D.: Operating Budgets

The data below represents the status of the FY 2014-15 operating budgets as of June 30, 2015.

Category	Appropriation	Expended/ Encumbered	Remaining Balance	% Expended/ Encumbered
Additional Compensation to County Judges	75,000	57,629	17,371	76.84%
Civil Traffic Infraction Hearing Officers	2,112,054	1,539,267	572,787	72.88%
Mediation Services	2,986,449	2,695,204	291,245	90.25%
Due Process - Expert Witness	7,735,280	7,112,332	622,948	91.95%
Due Process - Court Reporting	8,488,601	7,568,533	920,068	89.16%
Due Process - Court Interpreting	3,095,692	2,794,103	301,589	90.26%
Total Due Process	19,319,573	17,474,968	1,844,605	90.45%

Note: Operating Budget excludes foreclosure funds. FY 2014-15 Expended/Encumbered are based on actual expenditures through June 30, 2015 (preliminary - accounts are not closed as of the date of this chart).

Agenda Item II.D.: Operating Budgets

The data below represents the status of the FY 2014-15 operating budgets as of June 30, 2015.

SENIOR JUDGE ACTIVITY SUMMARY REGULAR SENIOR JUDGE ALLOCATION JUNE 2015						
Circuit	Initial Days Allotted	Previous Month Remaining Allotment Balance	Current Month Days Transferred	Current Month Days Served	Current Month Ending Allotment Balance	Percent Remaining
1	233	92		0	92	39.48%
2	144	31		29	2	1.39%
3	91	30		1	29	31.87%
4	532	234		133	101	18.98%
5	556	242		18	224	40.29%
6	442	79		48	31	7.01%
7	280	130		12	118	42.14%
8	142	10	10	14	6	4.23%
9	605	202		74	128	21.16%
10	302	90		49	41	13.58%
11	887	142		100	42	4.74%
12	194	46		26	20	10.31%
13	407	206		33	173	42.51%
14	122	87		4	83	68.03%
15	338	113	(10)	69	34	10.06%
16	51	22		0	22	43.14%
17	583	318		42	276	47.34%
18	274	97		66	31	11.31%
19	182	91		27	64	35.16%
20	363	91		70	21	5.79%
Reserve	50	50		0	50	100.00%
TOTAL	6,778	2,403	0	815	1,588	23.43%

Note: FY 2014-15 June Current Month Days Served are based on actual days served through June 30, 2015 (preliminary - accounts are not closed as of the date of this chart).

Agenda Item II.D.: Operating Budgets

The data below represents the status of the FY 2014-15 operating budgets as of June 30, 2015.

SENIOR JUDGE ACTIVITY SUMMARY FORECLOSURE SENIOR JUDGE ALLOCATION JUNE 2015						
Circuit	Initial Days Allotted	Previous Month Remaining Allotment Balance	Current Month Days Transferred	Current Month Days Served	Current Month Ending Allotment Balance	Percent Remaining
1	207	0		0	0	0.00%
2	74	9		6	3	4.05%
3	0	0		0	0	0.00%
4	960	0		0	0	0.00%
5	287	8		8	0	0.00%
6	232	0		0	0	0.00%
7	194	5		5	0	0.00%
8	0	0		0	0	0.00%
9	571	19		16	3	0.53%
10	127	0		0	0	0.00%
11	379	0		0	0	0.00%
12	254	22		22	0	0.00%
13	709	14		10	4	0.56%
14	102	17		3	14	13.73%
15	398	0		0	0	0.00%
16	122	27		10	17	13.93%
17	381	2		0	2	0.52%
18	216	10		4	6	2.78%
19	127	8		8	0	0.00%
20	292	0		0	0	0.00%
TOTAL	5,632	141	0	92	49	0.87%

Note: FY 2014-15 June Current Month Days Served are based on actual days served through June 30, 2015 (preliminary - accounts are not closed as of the date of this chart).

**Agenda Item II.E. FY 2014-15 Year-
End Wrap-Up – Trust Fund Cash
Balances**

STATE COURTS SYSTEM
STATE COURTS REVENUE TRUST FUND - MONTHLY CASH ANALYSIS
FISCAL YEAR REPORTING 2014-2015 (OFFICIAL ESTIMATES)

Based on Actual Revenues and Expenditures for July - June

Article V Revenue Estimating Conference Projections

1	July 18, 2014	6,225,972	6,791,341	7,054,936	6,645,955	6,986,637	6,451,851	6,510,407	6,807,654	7,379,306	7,562,310	7,124,526	7,688,104	83,229,000
2	November 7, 2014	7,480,000	7,240,000	6,590,000	6,640,000	7,130,000	6,410,000	6,470,000	6,720,000	7,250,000	7,530,000	6,880,000	7,570,000	83,910,000
3	February 17, 2015	7,479,536	7,244,756	6,587,880	6,640,961	6,904,337	5,669,189	6,349,659	6,202,866	7,016,144	7,451,771	6,886,621	7,009,002	81,442,720
4	State Courts Revenue Trust Fund	July	August	September	October	November	December	January	February	March	April	May	June	Year-To-Date Summary*
5	Beginning Balance	2,060,034	1,014,191	548,768	359,609	125,687	117,208	87,721	165,016	147,721	4,269,154	3,018,183	1,746,498	2,060,034
6	Fee and Fine Revenue Received*	7,554,051	7,252,656	6,596,300	6,664,811	6,945,186	5,672,762	6,354,335	5,943,179	6,592,039	7,005,680	6,696,190	6,267,263	79,544,453
7	Cost Sharing (JAC transfers/\$3,695,347 due annually)	842,913	83,409	10,173	923,940	469	245	817,095			1,030,589	4,759		3,713,590
8	Refunds/Miscellaneous	1,959	4,061	423										6,442
9	Transfers												15,400,000	15,400,000
10	Total Revenue Received	8,398,923	7,340,126	6,606,896	7,588,750	6,945,655	5,673,007	7,171,430	5,943,179	6,592,039	8,036,268	6,700,949	21,667,263	98,664,484
11	Available Cash Balance	10,458,956	8,354,318	7,155,664	7,948,359	7,071,342	5,790,215	7,259,151	6,108,194	6,739,760	12,305,422	9,719,132	23,413,762	100,724,518
12	Staff Salary Expenditures	(7,505,690)	(7,571,922)	(8,235,790)	(7,754,740)	(7,753,909)	(7,800,124)	(7,715,935)	(7,833,242)	(7,783,054)	(7,774,758)	(7,971,616)	(5,920,630)	(91,621,409)
13	Staff Salary Expenditures - GR Shift			1,500,000	1,640,000	800,000	2,100,000	2,172,000	1,875,000	(10,087,000)				0
14	Prior Year Certified Forwards - Staff Salary	(101,824)	(36,061)											(137,885)
15	Prior Year Certified Forwards - Mortgage Foreclosure Settlement	(117,622)	(194,995)	(57,157)										(369,774)
16	Refunds	(2,070)	(2,571)	(3,109)	(2,355)	(225)	(2,370)	(1,884)	(2,231)	(553)	(1,690)	(1,018)	(1,940)	(22,015)
17	SCRTF Loan in accordance with 215.18(2), F.S.									15,400,000				15,400,000
18	Repayment of SCRTF Loan in accordance with 215.18(2), F.S.												(15,400,000)	(15,400,000)
19	Total SCRTF Operating Expenditures	(7,727,206)	(7,805,550)	(6,796,055)	(6,117,095)	(6,954,134)	(5,702,494)	(5,545,819)	(5,960,473)	(2,470,606)	(7,776,448)	(7,972,634)	(21,322,570)	(92,151,083)
20	<i>8% General Revenue Service Charge</i>	(1,717,559)			(1,705,577)			(1,548,316)			(1,510,791)			(6,482,243)
21	Ending Cash Balance	1,014,191	548,768	359,609	125,687	117,208	87,721	165,016	147,721	4,269,154	3,018,183	1,746,498	2,091,192	2,091,192

* Note: Actual revenues received reported by REC and OSCA differ due to the timing of reporting by the Department of Revenue and FLAIR posting to the SCRTF.

Estimated 8% GRSC for July 2015 (1,597,531)

**Note: FY 2014-15 Expenditures are based on actual expenditures through June 30, 2015 (preliminary - accounts are not closed as of the date of this analysis).

STATE COURTS REVENUE TRUST FUND
Cash Balance Estimates
FY 2014-15 and FY 2015-16

FY 2014-15		
1	Beginning Balance July 1, 2014	2,060,034
2	Add: FY 2014-15 Actual Revenue Received	79,550,895
3	Add: Cost Sharing Revenue Received	3,713,590
4	Estimated Total Revenue	85,324,519
5	Less: Estimated Expenditures ¹	(92,151,084)
6	Less: Estimated Mandatory GR 8% Service Charge	(6,482,243)
7	Estimated Total Expenditures	(98,633,327)
8	Estimated Ending Cash Balance June 30, 2015	(13,308,808)
9	Add: Loan Received in Accordance with s. 215.18(2) F.S.	15,400,000
10	Add: Back of the Bill Non-recurring Appropriations	15,400,000
11	Less: Payback of Loan	(15,400,000)
12	Estimated Ending Cash Balance June 30, 2015	2,091,192

FY 2015-16		
13	Beginning Balance July 1, 2015	2,091,192
14	Add: FY 2015-16 Official Revenue Projections ²	84,100,000
15	Add: Cost Sharing Revenue Received	3,695,347
16	Estimated Total Revenue	89,886,539
17	Current Estimated Expenditures ³	(99,303,698)
18	Adjustment: Fund Shift from SCRTF to GR	18,500,000
19	Less: Adjusted Estimated Expenditures	(80,803,698)
20	Less: Estimated Mandatory GR 8% Service Charge	(6,753,792)
21	Estimated Total Expenditures	(87,557,490)
22	Estimated Ending Cash Balance June 30, 2016	2,329,049

¹ FY 2014/15 Estimated Expenditures are based on actual expenditures through June 2015 (preliminary - accounts are not closed as of the date of this chart).

² Official Article V Revenue Estimating Conference revenue projections, February 17, 2015.

³ FY 2015/16 Estimated Expenditures are based on the FY 2014-15 Authorized Budget.

Agenda Item II.E.: Trust Fund Cash Balances - ATF

STATE COURTS SYSTEM
 FY 2014-15 CASH STATEMENT
 ADMINISTRATIVE TRUST FUND
 JUNE 2015

22300100-Circuit Courts	Beginning Balance	Revenue Received	Expenditures	Refunds	Ending Balance
Cost Recovery	1,127,049.34	800,828.62	(204,431.33)	(1,309.58)	1,722,137.05
Service Charge	0.00	0.00	(63,179.76)	0.00	(63,179.76)
Prior Year Warrant Cancel/Refunds	0.00	25.00	0.00	0.00	25.00
Refunds 220020	0.00	0.00	(2,984.88)	0.00	(2,984.88)
Circuit Courts Ending Cash Balance	1,127,049.34	800,853.62	(270,595.97)	(1,309.58)	1,655,997.41

Agenda Item II.F. FY 2014-15 Year-End
Wrap-Up – Conflict Counsel Cases over
Flat Fee

Trial Court Budget Commission

July 10, 2015, Meeting

Amount Paid Over the Flat Fee for Conflict Counsel Criminal Cases

FY 2008/09 through FY 2014/15

Circuit	Total Amount Paid Over the Flat Fee FY 2008/09	Total Amount Paid Over the Flat Fee FY 2009/10	Total Amount Paid Over the Flat Fee FY 2010/11	Total Amount Paid Over the Flat Fee FY 2011/12	Total Amount Paid Over the Flat Fee FY 2012/13	Total Amount Paid Over the Flat Fee FY 2013/14	Total Amount Paid Over the Flat Fee FY 2014/15	Difference between FY 2014/15 and FY 2013/14
1	\$37,405	\$32,048	\$148,368	\$296,281	\$243,023	\$180,179	\$239,865	\$59,686
2	\$9,328	\$46,778	\$2,250	\$25,370	\$22,310	\$0	\$18,860	\$18,860
3	\$14,880	\$3,345	\$4,215	\$99,388	\$12,623	\$40,069	\$0	(\$40,069)
4	\$175,782	\$508,102	\$1,082,531	\$569,386	\$418,630	\$642,221	\$514,234	(\$127,987)
5	\$23,240	\$64,141	\$71,200	\$445,559	\$93,359	\$396,199	\$274,218	(\$121,981)
6	\$6,058	\$72,676	\$186,588	\$112,345	\$219,744	\$430,558	\$373,897	(\$56,661)
7	\$126,160	\$69,819	\$76,698	\$178,148	\$282,231	\$173,850	\$387,187	\$213,337
8	\$21,363	\$68,572	\$98,770	\$48,669	\$67,165	\$44,373	\$123,492	\$79,119
9	\$10,104	\$45,547	\$18,828	\$72,658	\$29,235	\$47,664	\$149,715	\$102,051
10	\$50,735	\$62,727	\$221,063	\$616,746	\$62,162	\$339,451	\$42,660	(\$296,791)
11	\$161,635	\$526,888	\$1,008,927	\$1,410,618	\$1,644,640	\$2,160,616	\$2,881,382	\$720,766
12	\$37,034	\$38,087	\$96,825	\$167,775	\$263,017	\$247,416	\$60,669	(\$186,747)
13	\$14,705	\$113,070	\$502,964	\$571,502	\$356,374	\$258,900	\$696,471	\$437,571
14	\$34,527	\$10,203	\$66,055	\$93,279	\$85,469	\$2,280	\$19,853	\$17,573
15	\$65,875	\$154,345	\$454,039	\$1,039,109	\$498,671	\$353,865	\$197,878	(\$155,987)
16	\$0	\$0	\$1,078	\$0	\$0	\$7,141	\$750	(\$6,391)
17	\$232,890	\$504,275	\$572,326	\$974,248	\$410,698	\$647,871	\$851,969	\$204,098
18	\$1,500	\$11,491	\$5,028	\$50,398	\$17,527	\$56,319	\$102,373	\$46,055
19	\$16,283	\$75,354	\$23,708	\$123,060	\$211,494	\$388,841	\$90,376	(\$298,465)
20	\$30,855	\$197,284	\$239,775	\$174,358	\$419,605	\$391,395	\$212,844	(\$178,552)
Total	\$1,070,356	\$2,604,750	\$4,881,233	\$7,068,895	\$5,357,975	\$6,809,207	\$7,238,692	\$429,485

Source: Data provided by the Justice Administrative Commission.

Prepared by OSCA, Resource Planning

Trial Court Budget Commission
July 10, 2015, Meeting
 Amount Paid Over the Flat Fee for Conflict Counsel Criminal Cases
 Monthly FY 2014/15

Circuit	Total Amount Paid Over the Flat Fee July 2014	Total Amount Paid Over the Flat Fee August 2014	Total Amount Paid Over the Flat Fee September 2014	Total Amount Paid Over the Flat Fee October 2014	Total Amount Paid Over the Flat Fee November 2014	Total Amount Paid Over the Flat Fee December 2014	Total Amount Paid Over the Flat Fee January 2015	Total Amount Paid Over the Flat Fee February 2015	Total Amount Paid Over the Flat Fee March 2015	Total Amount Paid Over the Flat Fee April 2015	Total Amount Paid Over the Flat Fee May 2015	Total Amount Paid Over the Flat Fee June 2015	Total Amount Paid Over the Flat Fee FY 2014/15
1	\$0	\$2,108	\$21,620	\$0	\$142,948	\$15,388	\$39,320	\$7,435	\$0	\$11,048	\$0	\$0	\$239,865
2	\$0	\$0	\$0	\$6,690	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,170	\$18,860
3	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4	\$16,250	\$56,150	\$7,238	\$0	\$76,216	\$0	\$0	\$20,373	\$158,060	\$142,863	\$0	\$37,086	\$514,234
5	\$0	\$0	\$0	\$0	\$0	\$71,512	\$106,128	\$0	\$0	\$40,928	\$21,938	\$33,712	\$274,218
6	\$10,955	\$9,442	\$0	\$60,480	\$2,500	\$47,486	\$13,798	\$0	\$104,780	\$90,175	\$34,283	\$0	\$373,897
7	\$71,038	\$7,598	\$0	\$21,763	\$44,470	\$102,273	\$27,389	\$17,065	\$10,110	\$5,638	\$10,263	\$69,583	\$387,187
8	\$29,556	\$42,252	\$0	\$0	\$14,255	\$0	\$0	\$37,430	\$0	\$0	\$0	\$0	\$123,492
9	\$25,179	\$0	\$0	\$0	\$0	\$50,593	\$67,396	\$6,547	\$0	\$0	\$0	\$0	\$149,715
10	\$0	\$0	\$0	\$0	\$0	\$9,898	\$5,700	\$9,808	\$17,255	\$0	\$0	\$0	\$42,660
11	\$190,655	\$153,160	\$284,964	\$498,314	\$159,737	\$175,787	\$113,027	\$419,062	\$219,042	\$33,630	\$91,192	\$542,814	\$2,881,382
12	\$2,906	\$0	\$0	\$0	\$8,390	\$17,813	\$0	\$0	\$0	\$31,560	\$0	\$0	\$60,669
13	\$23,521	\$6,983	\$0	\$118,898	\$24,063	\$10,158	\$0	\$259,438	\$1,585	\$8,526	\$119,924	\$123,377	\$696,471
14	\$0	\$0	\$0	\$0	\$0	\$0	\$9,560	\$0	\$0	\$10,293	\$0	\$0	\$19,853
15	\$63,221	\$14,454	\$21,963	\$14,195	\$0	\$15,000	\$6,148	\$6,745	\$43,728	\$3,879	\$0	\$8,548	\$197,878
16	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$750	\$750
17	\$28,765	\$214,201	\$35,463	\$77,050	\$13,461	\$89,420	\$91,160	\$7,308	\$56,865	\$58,464	\$93,929	\$85,885	\$851,969
18	\$7,388	\$3,710	\$0	\$3,358	\$16,368	\$10,635	\$0	\$15,013	\$37,078	\$0	\$0	\$8,825	\$102,373
19	\$83,114	\$0	\$1,000	\$6,263	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,376
20	\$0	\$13,453	\$5,463	\$8,211	\$0	\$13,023	\$17,870	\$16,538	\$10,530	\$7,803	\$79,975	\$39,980	\$212,844
Total	\$552,548	\$523,508	\$377,709	\$815,219	\$502,405	\$628,983	\$497,495	\$822,758	\$659,031	\$444,804	\$451,503	\$962,728	\$7,238,692

Source: Data provided by the Justice Administrative Commission.

Agenda Item II.G. FY 2014-15 Year- End Wrap-Up – Foreclosure Backlog Reduction Initiative

Agenda Item II.G.: Foreclosure Backlog Reduction Initiative

**STATE COURTS SYSTEM
FY 2014-2015 FORECLOSURE BACKLOG REDUCTION INITIATIVE
JUNE 2015**

Circuit	Allotment	Expenditures/Encumbrances							Remaining Balance	% of Allotment Expended/ Encumbered
		Other Personal Services 030000	Expenses 040000	Compensation to Senior Judges 100630	Contracted Services 100777	Lease/Lease Purchase 105281	Data Processing Services 210014	Total		
0	25,000	0	0	0	0	0	0	0	25,000	0.00%
1	440,788	169,674	0	73,501	0	0	161,946	405,120	35,668	91.91%
2	455,002	67,934	0	23,080	0	0	313,719	404,733	50,269	88.95%
3	190,577	51,305	21,936	0	0	0	67,000	140,240	50,337	73.59%
4	573,567	170,288	7,386	340,872	0	0	41,831	560,377	13,190	97.70%
5	989,033	240,882	344	99,066	0	0	582,958	923,250	65,783	93.35%
6	882,438	576,686	21,884	82,377	0	0	139,975	820,923	61,515	93.03%
7	814,351	151,605	3,655	67,109	0	0	490,001	712,370	101,981	87.48%
8	296,958	49,076	0	0	47,740	0	192,173	288,989	7,969	97.32%
9	614,422	316,462	0	198,842	0	0	0	515,304	99,118	83.87%
10	250,556	159,634	3,465	45,095	0	3,399	0	211,592	38,964	84.45%
11	1,483,979	580,384	60,103	134,573	0	2,088	622,399	1,399,547	84,432	94.31%
12	372,718	163,705	19,007	82,377	0	0	0	265,089	107,629	71.12%
13	611,934	175,018	824	248,552	21,096	0	57,090	502,581	109,353	82.13%
14	221,760	64,175	3,206	30,181	0	0	106,825	204,388	17,372	92.17%
15	664,836	374,563	5,270	141,320	8,666	0	46,080	575,900	88,936	86.62%
16	146,763	20,718	25,653	37,283	11,656	0	7,892	103,202	43,561	70.32%
17	992,006	562,071	0	134,573	0	0	139,839	836,483	155,523	84.32%
18	430,403	276,770	8,779	74,566	0	0	264	360,378	70,025	83.73%
19	360,262	181,121	343	44,384	0	0	57,983	283,831	76,431	78.78%
20	411,305	257,079	8,997	103,682	0	0	4,849	374,607	36,698	91.08%
Total	11,228,658	4,609,149	190,853	1,961,434	89,158	5,487	3,032,823	9,888,905	1,339,753	88.07%

* Excludes OPS health and pretax assessment allotments and charges.

**FY 2014/15 Foreclosure Initiative
March 2015 Status Report
Number of Foreclosure Initiative Pending Cases
By Circuit**

Circuit	Pending Cases as of June 2012 ¹	Pending Cases as of June 2013 ²	Pending Cases as of June 2014 ³	Pending Cases as of February 2015	Foreclosure Initiative Statistics ⁴ (Run date: June 11, 2015)			
					Data Amendments since the February 2015 Status Report	March 2015 Filings	March 2015 Dispositions	Pending Cases as of March 2015 ⁵
1	9,929	9,556	4,930	3,349	-462	263	400	2,750
2	3,463	3,689	1,840	1,374	9	100	177	1,306
3	1,260	1,236	631	518	-1	56	54	519
4	19,742	19,828	9,252	6,311	-26	407	764	5,928
5	14,686	13,640	8,849	5,854	-12	372	671	5,543
6	28,806	28,611	16,261	11,482	-2	437	1,055	10,862
7	18,462	17,867	7,185	4,801	-240	301	495	4,367
8	1,902	1,836	1,287	1,162	-44	81	110	1,089
9	33,512	27,336	11,584	6,088	305	514	1,633	5,274
10	9,171	8,977	4,727	3,397	-317	245	429	2,896
11	52,211	36,389	17,303	12,280	32	689	980	12,021
12	16,629	14,109	6,337	4,271	-44	157	442	3,942
13	27,939	21,992	13,470	9,710	-42	408	839	9,237
14	3,400	3,359	1,790	1,278	-2	92	78	1,290
15	32,977	27,651	11,671	6,205	4	409	802	5,816
16	1,723	1,533	500	361	-17	27	40	331
17	45,118	40,373	20,206	10,317	-41	593	1,406	9,463
18	27,723	25,391	8,079	4,764	-31	305	502	4,536
19	13,699	10,791	4,370	2,815	-31	221	377	2,628
20	15,355	15,007	9,219	5,034	47	287	747	4,621
Total	377,707	329,171	159,491	101,371	-915	5,964	12,001	94,419

¹ Pending cases as of June 2012 was determined by subtracting the number of SRS Real Property/Mortgage Foreclosure dispositions from the number of filings from August 2006 through June 2012.

² Pending cases as of June 2013 was determined by subtracting the number of SRS Real Property/Mortgage Foreclosure dispositions from the number of filings from August 2006 through June 2013.

³ Pending cases as of June 2014 was determined by subtracting the number of SRS Real Property/Mortgage Foreclosure dispositions from the number of filings from August 2006 through April 2014. Pending cases for May and June 2014 are based on dynamic data reported as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan.

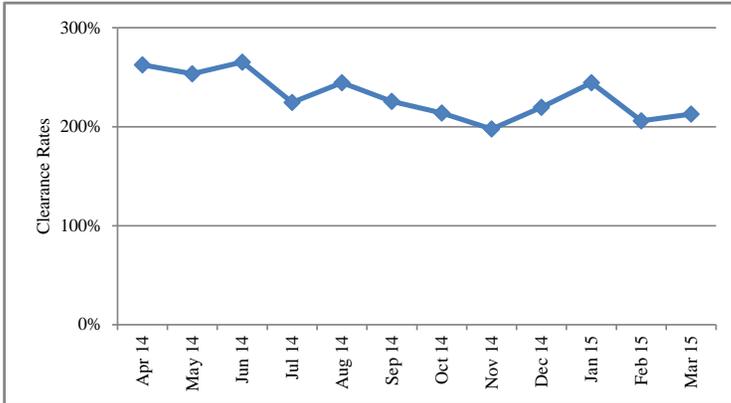
⁴ Foreclosure initiative statistics are based on dynamic data reported by each Clerk of Court to the Office of the State Courts Administrator as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan and do not include reopen or inactive cases. Included are commercial, homestead residential, and non-homestead residential foreclosure cases. Foreclosure initiative statistics are also based on Summary Reporting System filings and dispositions data for other real property actions (i.e., quiet title, condemnation, ejectment, and similar matters). Additionally, these statistics are subject to amendments by the Clerk of Court. The result of these amendments are provided in the column labeled Data Amendments since the February 2015 Status Report.

⁵ Pending cases as of March 2015 was determined by subtracting the number of March 2015 dispositions from the sum of pending cases as of February 2015, March 2015 filings, and Clerk of Court amendments.

**FY 2014/15 Foreclosure Initiative
March 2015 Status Report
State Total**

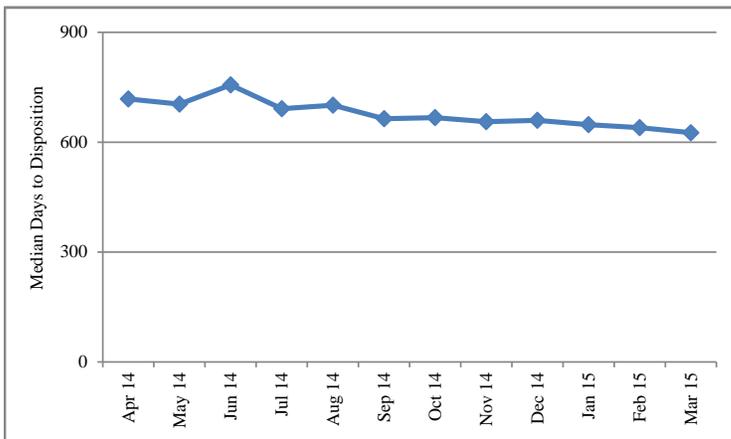
(Run Date: June 11, 2015)

Clearance Rates (does not include reopened and inactive cases)



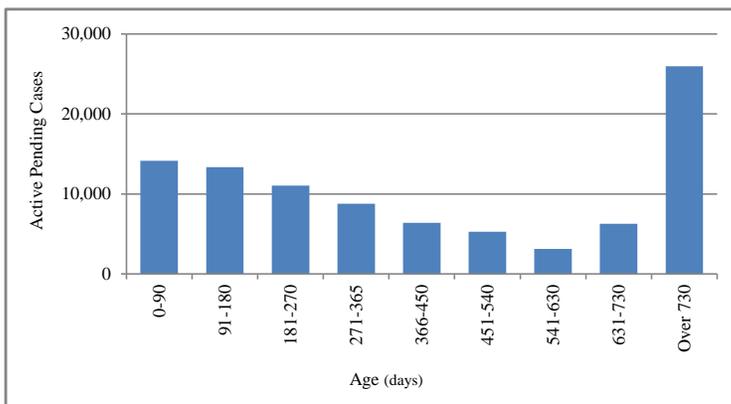
Report As of	Clearance Rate
4/30/2014	263%
5/31/2014	253%
6/30/2014	265%
7/31/2014	224%
8/31/2014	245%
9/30/2014	226%
10/31/2014	214%
11/30/2014	198%
12/31/2014	220%
1/31/2015	244%
2/28/2015	206%
3/31/2015	213%

Mean Days to Disposition (does not include reopened and inactive cases)



Report As of	Mean Days to Disposition
4/30/2014	718
5/31/2014	704
6/30/2014	756
7/31/2014	691
8/31/2014	701
9/30/2014	664
10/31/2014	667
11/30/2014	656
12/31/2014	660
1/31/2015	648
2/28/2015	640
3/31/2015	626

Age of Active Pending Cases (does not include reopened and inactive cases)



Age (days)	Active Pending Cases	Percent of Total
0-90	14,157	15%
91-180	13,364	14%
181-270	11,033	12%
271-365	8,785	9%
366-450	6,384	7%
451-540	5,306	6%
541-630	3,144	3%
631-730	6,279	7%
Over 730	25,967	28%
Total	94,419	100%

Note: Foreclosure initiative statistics are based on dynamic data reported by each Clerk of Court to the Office of the State Courts Administrator as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan and do not include reopen or inactive cases. Included are commercial, homestead residential, and non-homestead residential foreclosure cases. Foreclosure initiative statistics are also based on Summary Reporting System filings and dispositions data for other real property actions (i.e., quiet title, condemnation, ejectment, and similar matters). Additionally, these statistics are subject to amendments by the Clerk of Court.

FY 2014/15 Foreclosure Initiative March 2015 Status Report Clearance Rates¹

By Circuit (Run Date: June 11, 2015)

Circuit	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15
1	228%	198%	180%	137%	134%	166%	154%	145%	152%
2	143%	114%	146%	120%	164%	145%	173%	181%	177%
3	109%	96%	167%	106%	90%	130%	126%	95%	96%
4	145%	178%	190%	148%	181%	224%	232%	161%	188%
5	178%	188%	170%	192%	158%	173%	214%	160%	180%
6	200%	201%	183%	189%	175%	220%	266%	253%	241%
7	207%	237%	220%	171%	161%	168%	177%	199%	164%
8	80%	162%	170%	81%	125%	145%	68%	113%	136%
9	222%	258%	277%	238%	184%	207%	281%	245%	318%
10	160%	171%	148%	173%	165%	185%	177%	132%	175%
11	177%	269%	228%	195%	159%	219%	135%	146%	142%
12	214%	167%	198%	344%	225%	181%	228%	186%	282%
13	203%	245%	207%	197%	221%	206%	248%	203%	206%
14	144%	227%	208%	124%	188%	170%	87%	150%	85%
15	315%	243%	289%	214%	224%	238%	267%	220%	196%
16	121%	150%	156%	241%	278%	112%	177%	188%	148%
17	316%	324%	241%	254%	217%	306%	327%	221%	237%
18	247%	274%	222%	265%	227%	171%	308%	235%	165%
19	182%	204%	174%	169%	186%	159%	205%	181%	171%
20	199%	216%	214%	249%	249%	226%	279%	235%	260%
Total	224%	245%	226%	214%	198%	220%	244%	206%	213%

¹ Foreclosure initiative statistics are based on dynamic data reported by each Clerk of Court to the Office of the State Courts Administrator as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan and do not include reopen or inactive cases. Included are commercial, homestead residential, and non-homestead residential foreclosure cases. Foreclosure initiative statistics are also based on Summary Reporting System filings and dispositions data for other real property actions (i.e., quiet title, condemnation, ejection, and similar matters).

FY 2014/15 Foreclosure Initiative
March 2015 Status Report
Mean Number of Days from Filing to Disposition¹
By Circuit (Run Date: June 11, 2015)

Circuit	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15
1	521	516	492	527	446	478	411	497	379
2	467	411	420	545	477	492	510	509	467
3	329	334	320	428	337	320	359	331	297
4	474	501	562	480	526	558	516	585	508
5	562	528	487	519	541	552	498	503	517
6	721	706	736	732	769	719	714	658	690
7	592	683	552	584	586	570	518	578	556
8	353	372	352	342	329	341	320	352	390
9	784	772	775	718	706	706	676	701	689
10	513	518	528	485	528	439	496	482	407
11	546	568	553	555	552	590	550	561	546
12	716	667	736	721	667	650	588	642	600
13	828	850	813	817	868	836	814	855	863
14	515	517	561	593	456	581	548	552	682
15	774	742	716	763	738	707	710	723	658
16	639	641	475	468	646	659	694	587	560
17	978	1,076	919	967	884	899	900	815	820
18	787	786	775	644	635	714	660	596	594
19	471	460	435	445	475	450	455	446	451
20	526	591	583	593	596	558	619	603	605
Total	691	701	664	667	656	660	648	640	626

¹ Foreclosure initiative statistics are based on dynamic data reported by each Clerk of Court to the Office of the State Courts Administrator as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan and do not include reopen or inactive cases. Included are commercial, homestead residential, and non-homestead residential foreclosure cases. Foreclosure initiative statistics are also based on Summary Reporting System filings and dispositions data for other real property actions (i.e., quiet title, condemnation, ejectment, and similar matters).

**FY 2014/15 Foreclosure Initiative
March 2015 Status Report
Age of Active Pending Cases and Percent of Cases Over 730 Days¹
By Circuit (Sorted by percent of cases over 730 days), Run Date: June 11, 2015**

Circuit	Number of Cases										Percent of Cases Over 730 Days
	0 to 90 Days	91 to 180 Days	181 to 270 Days	271 to 365 Days	366 to 450 Days	451 to 540 Days	541 to 630 Days	631 to 730 Days	Over 730 Days	Total Cases	
13	936	873	715	611	504	496	318	600	4,184	9,237	45%
6	1,113	1,248	1,192	951	712	625	368	785	3,868	10,862	36%
4	1,081	854	495	336	259	199	139	495	2,070	5,928	35%
12	437	463	393	324	257	262	171	344	1,291	3,942	33%
17	1,249	1,180	1,001	789	597	490	334	737	3,086	9,463	33%
20	661	649	563	396	287	242	130	292	1,401	4,621	30%
15	870	795	649	593	408	327	183	385	1,606	5,816	28%
9	996	875	630	471	333	227	128	249	1,365	5,274	26%
18	757	660	582	448	301	291	140	293	1,064	4,536	23%
19	476	477	357	232	170	148	56	108	604	2,628	23%
11	1,615	1,701	1,624	1,321	1,020	797	430	929	2,584	12,021	21%
5	942	843	658	575	407	382	256	358	1,122	5,543	20%
16	57	62	49	47	21	15	9	15	56	331	17%
14	233	235	186	156	117	50	46	62	205	1,290	16%
7	773	731	645	563	326	309	145	285	590	4,367	14%
2	265	243	177	130	103	69	104	64	151	1,306	12%
3	125	121	83	61	25	20	10	14	60	519	12%
10	656	535	436	316	219	168	98	134	334	2,896	12%
1	675	593	394	286	219	116	56	105	306	2,750	11%
8	240	226	204	179	99	73	23	25	20	1,089	2%
Total	14,157	13,364	11,033	8,785	6,384	5,306	3,144	6,279	25,967	94,419	28%

¹ Foreclosure initiative statistics are based on dynamic data reported by each Clerk of Court to the Office of the State Courts Administrator as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan and do not include reopen or inactive cases. Included are commercial, homestead residential, and non-homestead residential foreclosure cases. Foreclosure initiative statistics are also based on Summary Reporting System filings and dispositions data for other real property actions (i.e., quiet title, condemnation, ejectment, and similar matters).

**FY 2014/15 Foreclosure Initiative
 March 2015 Status Report
 Number of Foreclosure Initiative Filings¹
 By Circuit (Run Date: June 11, 2015)**

Circuit	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15
1	257	251	273	308	244	247	237	254	263
2	108	112	99	118	85	102	99	86	100
3	69	57	43	62	39	47	38	44	56
4	513	453	462	492	382	399	341	407	407
5	363	408	403	451	331	363	327	373	372
6	616	582	580	626	449	464	412	430	437
7	363	341	297	336	293	308	266	289	301
8	100	111	89	123	71	88	88	92	81
9	779	647	590	697	541	531	490	534	514
10	327	261	255	260	226	229	223	284	245
11	860	776	797	817	622	699	616	535	689
12	262	227	230	211	206	222	171	181	157
13	430	373	413	457	325	397	329	325	408
14	131	81	93	119	81	88	82	84	92
15	476	450	443	501	372	378	355	413	409
16	33	22	25	22	18	34	22	25	27
17	709	674	674	710	583	579	475	597	593
18	364	335	310	342	255	313	252	269	305
19	334	307	297	327	228	239	193	195	221
20	418	373	360	379	283	318	270	258	287
Total	7,512	6,841	6,733	7,358	5,634	6,045	5,286	5,675	5,964

¹ Foreclosure initiative statistics are based on dynamic data reported by each Clerk of Court to the Office of the State Courts Administrator as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan and do not include reopen or inactive cases. Included are commercial, homestead residential, and non-homestead residential foreclosure cases. Foreclosure initiative statistics are also based on Summary Reporting System filings and dispositions data for other real property actions (i.e., quiet title, condemnation, ejectment, and similar matters). Additionally, these statistics are subject to modification by the Clerk of Court.

FY 2014/15 Foreclosure Initiative
March 2015 Status Report
Number of Foreclosure Initiative Dispositions¹
By Circuit (Run Date: June 11, 2015)

Circuit	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Jan-15	Feb-15
1	585	498	492	422	327	409	365	369	400
2	154	128	145	142	139	148	171	156	177
3	75	55	72	66	35	61	48	42	54
4	743	808	877	726	693	892	790	654	764
5	646	767	686	867	523	629	699	595	671
6	1,235	1,170	1,060	1,183	785	1,022	1,095	1,086	1,055
7	751	809	652	575	471	517	471	574	495
8	80	180	151	100	89	128	60	104	110
9	1,729	1,669	1,634	1,657	994	1,100	1,378	1,310	1,633
10	523	447	377	451	373	423	394	376	429
11	1,518	2,088	1,819	1,591	989	1,534	833	781	980
12	561	378	455	725	464	401	390	336	442
13	873	915	855	899	719	819	817	661	839
14	188	184	193	147	152	150	71	126	78
15	1,499	1,093	1,282	1,071	833	901	948	908	802
16	40	33	39	53	50	38	39	47	40
17	2,237	2,184	1,621	1,800	1,263	1,774	1,552	1,322	1,406
18	899	917	688	905	579	534	775	632	502
19	608	626	518	554	425	380	396	353	377
20	832	805	769	943	705	718	754	606	747
Total	15,776	15,754	14,385	14,877	10,608	12,578	12,046	11,038	12,001

¹ Foreclosure initiative statistics are based on dynamic data reported by each Clerk of Court to the Office of the State Courts Administrator as outlined in the FY 2013/14 Foreclosure Initiative Data Collection Plan and do not include reopen or inactive cases. Included are commercial, homestead residential, and non-homestead residential foreclosure cases. Foreclosure initiative statistics are also based on Summary Reporting System filings and dispositions data for other real property actions (i.e., quiet title, condemnation, ejectment, and similar matters). Additionally, these statistics are subject to modification by the Clerk of Court.

Trial Court Budget Commission

Status of CAPS Viewer Implementation

FY 2013-14 and FY 2014-15

Circuit	Hardware	Software Licenses	Electronic Storage	Programming / Integration with Clerks' Systems	Total Technology Resources	Status of Implementation
0					\$0	Reserve
1	\$61,500	\$135,560	\$12,000	\$101,100	\$310,160	Implemented the Mentis solution circuit-wide in all divisions; all judges in Santa Rosa and Walton counties are utilizing the system. Discussions continue with the Clerk on how the system will be used in Escambia and Okaloosa counties. Balance: \$3,280
2*	\$228,233	\$0	\$20,000	\$193,767	\$442,000	Implemented the Mentis solution in all divisions in Wakulla, Liberty, Franklin, and Jefferson counties. All judges in Franklin and Jefferson counties are utilizing the system. Work continues on interfacing with Mentis in remaining counties. Balance: \$17,899 (Additional \$100,000 received from TCBC reallocations)
3*	\$0	\$55,000	\$0	\$25,000	\$80,000	Implemented the Mentis solution circuit-wide in all divisions except civil in Taylor County; all judges are utilizing the system. Balance: \$13,000 (Additional \$25,000 received from TCBC reallocations)
4*	\$0	\$0	\$0	\$42,000	\$42,000	Implemented an in-house system (CORE) in Duval County. Work continues on interfacing with CORE in remaining counties. Balance: \$169 (\$42,000 received from TCBC reallocations)
5*	\$30,117	\$715,987	\$0	\$45,000	\$791,104	Implemented the Mentis solution in all divisions in Lake, Citrus, and Sumter counties; all judges are utilizing the system. Work continues on interfacing with Mentis in remaining counties. Balance: \$5,034
6*	\$20,324	\$37,853	\$0	\$81,823	\$140,000	Implementing the JAWS solution circuit-wide. Work continues on interfacing with JAWS. Balance \$25 (Additional \$70,000 received from TCBC reallocations)
7*	\$109,000	\$180,300	\$0	\$225,000	\$514,300	Implemented the Pioneer solution in St. Johns and Flagler counties; all judges are utilizing the system. Work continues on interfacing with Pioneer in remaining counties. Balance: \$24,299 (\$60,000 transferred to TCBC reallocations)
8*	\$100,000	\$0	\$0	\$444,000	\$544,000	Implemented the ICMS solution circuit-wide in all divisions; all judges are utilizing the system. Balance: \$10 (Received \$144,000 from the 10th, 14th and 18th Circuit for programming ICMS)
9	\$0	\$0	\$0	\$0	\$0	Implemented the Mentis solution in Orange County. Work continues on interfacing with Mentis in Osceola County. No technology funds requested in FY13-14.
10*	\$0	\$0	\$0	\$0	\$0	Implemented the ICMS solution circuit-wide in all divisions; all judges are utilizing the system. Balance: \$0 (\$40,000 programming allocation transferred to the 8th Circuit for programming ICMS)
11*	\$248,000	\$294,975	\$250,000	\$330,700	\$1,123,675	Implementing the Mentis solution in Dade County. Work continues on interfacing with Mentis. Balance: \$1,041 (\$250,000 transferred to TCBC reallocations)
12	\$0	\$0	\$0	\$0	\$0	Implemented the Mentis solution in Manatee and Desoto counties. Implemented the Pioneer solution in Sarasota County. All judges are utilizing the systems. No technology funds requested in FY 13-14.
13	\$0	\$0	\$0	\$57,090	\$57,090	Implemented the JAWS solution in all divisions; all judges are utilizing the system. Balance: \$0
14*	\$87,750	\$44,500	\$60,000	\$51,300	\$243,550	Implemented the ICMS solution circuit-wide in all divisions; all judges are utilizing the system. Balance: \$22 (\$20,000 transferred to the 8th circuit for programming ICMS) (\$8,700 transferred to TCBC reallocations)
15	\$13,500	\$0	\$0	\$156,000	\$169,500	Implemented the ICMS solution in all divisions; all judges are utilizing the system. Balance: \$0
16	\$0	\$0	\$0	\$10,000	\$10,000	Implementing the JAWS solution. Work continues on interfacing with JAWS. Balance: \$2,108
17*	\$111,000	\$0	\$30,000	\$457,572	\$598,572	Implemented an in-house solution in all divisions; all judges are utilizing the system. Work continues on CAPS compliance. Balance: \$91 (Additional \$98,572 received from TCBC reallocations)
18*	\$82,000	\$3,000	\$0	\$0	\$85,000	Implemented an in-house solution in Seminole County; all judges are utilizing the system. Implementing the ICMS solution in Brevard County. Work continues on interfacing with ICMS. Balance: \$11 (\$66,000 transferred to reserve) (\$84,000 transferred to the 8th Circuit for programming ICMS)
19*	\$8,610	\$0	\$0	\$103,028	\$111,638	Implemented the Mentis solution circuit wide in all divisions; all judges are utilizing the system. Balance: \$8,199 (\$5,862 transferred to TCBC reallocations)
20*	\$5,000	\$0	\$0	\$0	\$5,000	Implemented the Mentis solution in Charlotte, Glades, and Hendry counties; all judges are utilizing the system. Work continues on interfacing Mentis in remaining counties. Balance: \$151 (\$5,000 received from TCBC reallocations)
TOTAL	\$1,105,034	\$1,467,175	\$372,000	\$2,323,380	\$5,267,589	-

*Represents Circuits that have amended their funding plans

Agenda Item III.A. FY 2015-16 Budget Outlook – General Appropriations Act Summary/Outcomes

**State Courts System
Conference Report on SB 2500-A
FY 2015-16**

revised 7/8/2015 3:30 p.m.

	Budget Entity/Issues	Issue Code	FTE	General Revenue	GR Non-Recurring	Trust	Total GR and Trust
1	BRANCH WIDE						
2	Fund Shift - Adjust for SCRTF Revenue Shortfall - Deduct	3400310				(18,500,000)	(18,500,000)
3	Fund Shift - Adjust for SCRTF Revenue Shortfall - Add	3400320		18,500,000			18,500,000
4	TOTAL BRANCH WIDE			18,500,000	0	(18,500,000)	0
5	SUPREME COURT - 22010100						
6	HVAC Component Replacement	7000310		30,113	30,113		30,113
7	TOTAL SUPREME COURT		0.0	30,113	30,113	0	30,113
8	EXECUTIVE DIRECTION - 22010200						
9	Replacement Hardware for SCS Network Infrastructure	24010C0		1,486,121	1,348,393		1,486,121
10	Operational Support	3003015	8.0	987,076	151,001		987,076
13	TOTAL EXECUTIVE DIRECTION		8.0	2,473,197	1,499,394	0	2,473,197
14	ADMINISTERED FUNDS						
15	Small County Courthouses - Liberty County Courthouse	5401234		200,000	200,000		200,000
16	Small County Courthouses - Levy County Courthouse VETOED	5401234		41,000	41,000		41,000
17	County Courthouse Expansion - Charlotte County Justice Center VETOED	5401237		1,000,000	1,000,000		1,000,000
18	TOTAL ADMINISTERED FUNDS		0.0	200,000	200,000	0	200,000
19	DISTRICT COURT OF APPEAL - 22100600						
20	CIP - 3rd DCA Court Remodeling for Security and Building Systems Upgrades	990M000		2,700,000	2,700,000		2,700,000
21	CIP - 5th DCA HVAC Renovation	990M000		642,506	642,506		642,506
22	CIP - 4th DCA Courthouse Construction	990S000		12,008,689	12,008,689		12,008,689
23	TOTAL DISTRICT COURT OF APPEAL		0.0	15,351,195	15,351,195	0	15,351,195
24	TRIAL COURTS - 22300100/22300200						
25	Mental Health Diversion Program (11th Circuit criminal mental health project)	3000318		250,000	250,000		250,000
26	Senior Judge Support	3000420		120,000			120,000
27	Case Management Resources	3001600		2,000,000			2,000,000
28	Increased funding for Children's Advocacy Center Contract Monitoring and Oversight	3004110		55,000			55,000
29	Children's Advocacy Centers - Support for Child Protection Teams			300,000			300,000
30	Nancy J. Cotterman Center - Broward County's Children's Advocacy Center and Certified Rape Crisis Center			100,000	100,000		100,000
31	Partners in Crisis VETOED			100,000	100,000		100,000
32	Judges and Staff Training on Co-occurring Disorders*	3800010					0
33	Court Interpreting Resources	5303100		750,000			750,000
34	Vivitol Drug Treatment	5406020		2,000,000			2,000,000
35	Veterans' Court (\$150,000 Escambia County and \$125,000 Leon County)	5406030		275,000			275,000
36	TOTAL TRIAL COURTS		0.0	5,850,000	350,000	0	5,850,000
37	TOTAL STATE COURTS SYSTEM		8.0	42,404,505	17,430,702	(18,500,000)	23,904,505

*Note: No funding was provided for this issue in the conference report for Senate Bill 2500-A. However, proviso was included which specifies that \$100,000 from funds in the specific appropriation 3164 (Circuit Court Expense category) is provided for this purpose.

State Courts System
Proviso, Back of Bill, and Implementing Language
FY 2015-16

updated 6/23/2015 2:00 p.m.

Conference Report on SB 2500A - STATE COURTS SYSTEM PROVISO

1	The moneys contained herein are appropriated from the named funds to the State Courts System as the amounts to be used to pay salaries, other operational expenditures and fixed capital outlay.
2	Funds in Specific Appropriation 3129 may be spent at the discretion of the Chief Justice to carry out the official duties of the court. These funds shall be disbursed by the Chief Financial Officer upon receipt of vouchers authorized by the Chief Justice.
3	The funds in Specific Appropriation 3145A are provided for the renovation, restoration or replacement of small county courthouses: Liberty 200,000 Levy 41,000 VETOED
4	The funds in Specific Appropriation 3145B shall be used to expand the Charlotte County Justice Center. VETOED
5	The positions authorized in Specific Appropriation 3146 shall be held in reserve as a contingency in the event the state courts determine that some portion of Article V due process services needs to be shifted from a contractual basis to an employee model in one or more judicial circuits. The Chief Justice of the Supreme Court may request transfer of these positions to the salaries and benefits appropriation category within any of the state courts budget entities, consistent with requests for transfers of funds into those same budget entities. Such transfers are subject to the notice, review, and objection provisions of section 216.177, Florida Statutes.
6	Funds in Specific Appropriation 3160 are provided for the construction of a new courthouse for the Fourth District Court of Appeal.
7	From the funds in Specific Appropriation 3164, \$100,000 in nonrecurring general revenue funds is provided for training judges and staff on how to address co-occurring disorders in the criminal justice system.
8	From the funds in Specific Appropriation 3167, \$3,500,000 in recurring general revenue funds shall be distributed to the 26 Children's Advocacy Centers throughout Florida based on the proportion of children served by each center during calendar year 2014. This funding may not be used to supplant local government reductions in Children's Advocacy Center funding. Any reductions in local government funding for the centers shall result in the withholding of funds appropriated in this line item.
9	The Florida Network of Children's Advocacy Centers may spend up to \$80,000 of the funds in this line item for contract monitoring and oversight.
10	From the funds in Specific Appropriation 3167, \$100,000 in recurring general revenue funds is provided to the Walton County Children's Advocacy Center for child advocacy services.

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11	From the funds in Specific Appropriation 3167, \$300,000 in recurring general revenue funds shall be used to support child protection teams operating in Children’s Advocacy Centers. These funds may not be used for administrative support.
12	From the funds in Specific Appropriation 3167, \$100,000 in nonrecurring general revenue funds is provided to the Nancy J. Cotterman Children’s Advocacy and Rape Crisis Center for child advocacy services.
13	From the funds in Specific Appropriation 3169, \$3,000,000 in recurring general revenue funds is provided for naltrexone extended-release injectable medication to treat alcohol- or opioid-addicted individuals involved in the criminal justice system, individuals who have a high likelihood of criminal justice involvement, or who are in court-ordered, community-based drug treatment. The Office of the State Courts Administrator shall use the funds to contract with a non-profit entity for the purpose of distributing the medication.
14	From the funds in Specific Appropriation 3169, \$750,000 in recurring general revenue funds shall be distributed equally to each of the following counties: Okaloosa, Pasco, Pinellas, Escambia, and Clay; \$125,000 in recurring general revenue funds shall be distributed to Leon County; and \$200,000 each in recurring general revenue funds shall be distributed to Duval and Orange counties to create or continue, pursuant to sections 948.08(7)(a), 948.16(2)(a), and 948.21, Florida Statutes, felony and/or misdemeanor pretrial or post-adjudicatory veterans’ treatment intervention programs to address the substance abuse and/or mental health treatment needs of veterans and service members charged with, or on probation or community control for, criminal offenses.
15	From the funds in Specific Appropriation 3169, \$250,000 in nonrecurring general revenue funds is provided to contract with the South Florida Behavioral Health Network to provide treatment services for individuals served by the 11th Judicial Circuit Criminal Mental Health Project. The department shall submit a report on the current status of the project to the chairs of the Senate Committee on Appropriations and the House Appropriation Committee. The report shall provide an updated status of completion on all contract performance measures and is due by December 1, 2015.
16	From the funds in Specific Appropriation 3169, \$5,000,000 in recurring general revenue funds is provided for treatment services for offenders in post-adjudicatory drug court programs in Broward, Escambia, Hillsborough, Marion, Orange, Pinellas, Polk, and Volusia counties. Each program shall serve prison-bound offenders (at least 50 percent of participants shall have Criminal Punishment Code scores of greater than 44 points but no more than 60 points) and shall make residential treatment beds available for clients needing residential treatment.

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17	<p>From the funds in Specific Appropriation 3169, \$100,000 in nonrecurring general revenue funds is provided to the Florida Partners in Crisis to provide educational initiatives specific to criminal justice officials and community based stakeholders working with individuals involved in, or at risk of becoming involved in the criminal justice system as a result of their mental illness or substance abuse disorders.</p> <p>VETOED</p>
18	<p>The funds in Specific Appropriation 3170 are provided to the Eighteenth Judicial Circuit to continue its program to protect victims of domestic violence with Active Global Positioning Satellite (GPS) technology.</p>
19	<p>Funds in Specific Appropriation 3191 are to be used only for case expenditures associated with the filing and prosecution of formal charges. These costs shall consist of attorney's fees, court reporting fees, investigators' fees, and similar charges associated with the adjudicatory process.</p>

Conference Report on SB 2500A - OTHER PROVISO

1	<p>From the funds in specific appropriation 2713, the Department of Management Services shall recommend a maximum square foot cost plan for new fixed capital outlay construction to include the design, construction, permitting, furniture and fixtures, and any appurtenances. The plan shall exclude construction of any new buildings or facilities for nursing; medical care; laboratories; science, technology, and research-related facilities; or buildings for the incarceration of inmates. The Department of Management Services shall submit the maximum square foot cost plan to the President of the Senate, the Speaker of the House of Representatives, and the Executive Office of the Governor no later than December 1, 2015.</p>
2	<p>From the funds in Specific Appropriations 2667 and 2668, the Office of Program Policy Analysis and Government Accountability (OPPAGA) shall conduct an organizational and operational review of the state court system, at the circuit-level, that shall include, but not be limited to: 1) a staffing study including the adequacy of staffing and assessment of administrative staffing ratios; 2) an evaluation of the efficiency and effectiveness of court administration; 3) an assessment of the court's case processing and recommendations to improve efficiency; 4) the use of training and travel funds for judges and staff; 5) an assessment of the structure, function, and effectiveness of the Judicial Qualifications Commission in disciplining and reviewing the conduct of judges and justices; and 6) the identification of best practices that promote the effective administration of justice in Florida. The courts shall provide OPPAGA with requested data on all relevant areas of court operations. The Study shall be provided to the President of the Senate, the Speaker of the House of Representatives and the Governor no later than December 1, 2015.</p>

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updated 6/23/2015 2:00 p.m.

Conference Report on SB 2500A - BACK OF BILL

1	SECTION 62. The unexpended balance of funds appropriated to the state court in Specific Appropriation 3193 of chapter 2014-51, Laws of Florida, for the funding of naltrexone extended-release injectable medication shall revert and is reappropriated for Fiscal Year 2015-2016 for the same purpose. This section is effective upon becoming law or on June 29, 2015, whichever occurs earlier.
2	SECTION 63. The sum of \$15,400,000 from nonrecurring general revenue funds is hereby appropriated to the State Court System for Fiscal Year 2014-2015 to address the court's projected current year revenue deficit in its State Court Revenue Trust Fund. This section is effective upon becoming law or on June 29, 2015, whichever occurs earlier.
3	SECTION 68. The unexpended balance of funds appropriated to the state courts in Specific Appropriation 3192 of chapter 2014-51, Laws of Florida, for the compensation of retired judges shall revert and is reappropriated for Fiscal Year 2015-2016 for the same purpose. This section is effective upon becoming law or on June 29, 2015, whichever occurs earlier.

State Courts System
Proviso, Back of Bill, and Implementing Language
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updated 6/23/2015 2:00 p.m.

SB 2502A-IMPLEMENTING BILL

1	<p>Section 36. In order to implement section 7 of the 2015-2016 General Appropriations Act, subsection (2) of section 215.18, Florida Statutes, is amended to read:</p> <p>215.18 Transfers between funds; limitation.—</p> <p>(2) The Chief Justice of the Supreme Court may receive one or more trust fund loans to ensure that the state court system has funds sufficient to meet its appropriations in the <u>2015-2016</u> 2014-2015 General Appropriations Act. If the Chief Justice accesses the loan, he or she must notify the Governor and the chairs of the legislative appropriations committees in writing. The loan must come from other funds in the State Treasury which are for the time being or otherwise in excess of the amounts necessary to meet the just requirements of such last-mentioned funds. The Governor shall order the transfer of funds within 5 days after the written notification from the Chief Justice. If the Governor does not order the transfer, the Chief Financial Officer shall transfer the requested funds. The loan of funds from which any money is temporarily transferred must be repaid by the end of the <u>2015-2016</u> 2013-2014 fiscal year. This subsection expires July 1, <u>2016</u> 2015.</p>
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Conference Report on SB 2500A
Back of the Bill Section 8 - PAY and BENEFITS

Employee and Officer Compensation/Special Pay Issues	
1	Judicial pay remains the same. No special pay issue for court system employees. No change in state employee pay in general.
Benefits: Health, Life, and Disability Insurance	
2	No change to employee premiums for state health insurance. Maintains the "enhanced benefit" premiums paid by judicial assistants and senior managers (i.e., "agency payroll" benefits). No change to employer contributions.
3	No change in state life insurance or state disability insurance.
4	Co-payments for the State Group Health Insurance prescription plan remain the same.
5	The Department of Management Services shall maintain the preferred brand name drug list to be used in the administration of the State Employees' Prescription Drug Program. The Department of Management Services shall maintain a listing of certain maintenance drugs that must be filled through mail order by participants of the Preferred Provider Organization option only. Effective July 1, 2015, those drugs on the maintenance list may initially be filled three times in a retail pharmacy; thereafter, any covered prescriptions must be filled through mail order, unless a retail pharmacy agrees to provide 90 day prescriptions for such drugs for no more than the reimbursement paid for prescriptions fulfilled by mail order, including the dispensing fee. Notwithstanding subparagraph (d)2. (which maintains co-payments as currently set), and for the period beginning July 1, 2015, the co-payments for such 90 day prescriptions at a retail pharmacy shall be \$14 for generic drugs with a card, \$60 for preferred brand name drugs with a card, and \$100 for nonpreferred name brand drugs with a card. (These co-payments match current mail order costs.) This paragraph is contingent upon Senate Bill 2502A (the budget implementing bill) or similar legislation becoming law.
Other Benefits & Pay Additives/Incentive Programs	
6	Payment of bar dues is authorized.
7	Contingent upon the availability of funds, and at the agency head's discretion, each agency is authorized to grant competitive pay adjustments to address retention, pay inequities, or other staffing issues. The agency is responsible for retaining sufficient documentation justifying any adjustments provided herein.
8	Each agency is authorized to grant merit pay increases based on the employee's exemplary performance as evidenced by a performance evaluation conducted pursuant to chapter 60L-35, Florida Administrative Code, or a similar performance evaluation applicable to other pay plans. The Chief Justice may exempt judicial branch employees from the performance evaluation requirements.

Agenda Item III.B. FY 2015-16 Budget Outlook – General Revenue and Trust Fund Projections

Agenda Item III.B.: General Revenue and Trust Fund Projections

General Revenue (GR) Estimating Conference

The Revenue Estimating Conference for the General Revenue Fund last met on March 10, 2015, to review and revise revenue estimates related to the general revenue fund. The conference is expected to meet again on July 13, 2015, to review the Post-Session General Revenue Package and revised monthly estimates.

Article V Revenue Estimating Conference

The Article V Revenue Estimating Conference (REC) last met on February 17, 2015, to review and revise revenue estimates related to Article V funds, including those funds directed to the State Courts Revenue Trust Fund (SCRTF). The REC is expected to meet again on July 20, 2015.

	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20
February 17, 2015, Conference Official SCRTF Revenue Projections (in millions)	\$81.4	\$84.1	\$86.1	\$86.0	\$81.2	\$81.1

Since the last REC, during Special Session 2015, the Legislature fund shifted \$18.5 million budget from the SCRTF to general revenue, in response to the revenue shortfall that has existed in the SCRTF over the last several years. The fund shift adjustment does not impact the revenue sources directed to the SCRTF, but it does provide relief to the amount of the State Courts System budget that is supported by fee and fine revenues.

Decision Needed

None. The OSCA will continue to monitor GR and trust fund revenues.

Agenda Item III.C. FY 2015-16 Budget Outlook – Salary Budget and Payroll Projections

Item III.C.: Salary Budgets and Payroll Projections

**FY 2015-16 TRIAL COURT SALARY BUDGET
GENERAL REVENUE AND STATE COURTS REVENUE TRUST FUND
START UP**

CIRCUIT	1	Projected Full Employment Payroll Liability through June 30, 2016	272,144,505
	2	Projected DROP Liability through June 30, 2016	282,361
	3	Projected Law Clerk Below Minimum Pay Plan Liability through June 30, 2016	23,692
	4	Projected Law Clerk Incentives Pay Plan Liability through June 30, 2016	74,537
	5	Law Clerk Payroll Liability FY 16-17 through FY 20-21	913,611
	6	Court Interpreter Certification Liability	136,885
	7	Remaining Chief Judge Discretionary Funds for retention, equity and recruitment issues	197,441
	8	Total Projected Payroll Liability through June 30, 2016	273,773,032
	9	Estimated Salary Appropriation	(271,560,356)
	10	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	2,212,676
	11	Estimated Leave Payouts (based on four year average)	568,334
	12	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	2,781,010
COUNTY	13	Projected Full Employment Payroll Liability through June 30, 2016	84,069,999
	14	Projected DROP Liability through June 30, 2016	143,707
	15	Estimated Salary Appropriation	(84,222,599)
	16	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(8,893)
	17	Estimated Leave Payouts (based on four year average)	74,726
	18	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	65,833
Trial Court Summary	19	Projected Full Employment Payroll Liability through June 30, 2016	356,214,504
	20	Projected DROP Liability through June 30, 2016	426,068
	21	Projected Law Clerk Below Minimum Pay Plan Liability through June 30, 2016	23,692
	22	Projected Law Clerk Incentives Pay Plan Liability through June 30, 2016	74,537
	23	Law Clerk Payroll Liability FY 16-17 through FY 20-21	913,611
	24	Court Interpreter Certification Liability	136,885
	25	Remaining Chief Judge Discretionary Funds for retention, equity and recruitment Issues	197,441
	26	Total Projected Payroll Liability through June 30, 2016	357,986,738
	27	Estimated Salary Appropriation	(355,782,955)
	28	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	2,203,783
	29	Estimated Leave Payouts (based on four year average)	643,060
	30	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	2,846,844

Agenda Item III.C.: Salary Budgets

**FY 2015-16 TRIAL COURT SALARY BUDGET
 ADMINISTRATIVE TRUST FUND
 START UP**

1	Projected Full Employment Payroll Liability through June 30, 2016	170,313
2	Estimated Salary Appropriation	(192,926)
3	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(22,613)
4	Actual Payroll Adjustments through July 31, 2014	0
5	Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(22,613)
6	Estimated Remaining Leave Payouts (based on two year average)	0
5	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(22,613)

**FY 2015-16 TRIAL COURT SALARY BUDGET
 FEDERAL GRANTS TRUST FUND
 START UP**

1	Projected Full Employment Payroll Liability through June 30, 2016	5,940,997
2	Estimated Salary Appropriation	(5,947,928)
3	Projected Liability OVER/(UNDER) Salary Appropriation @ Full Employment	(6,931)
4	Estimated Leave Payouts (based on two year average)	24,503
5	Final - Adjusted Liability OVER/(UNDER) Salary Appropriation @ Full Employment	17,572

Agenda Item III.D. FY 2015-16 Budget
Outlook – Recommendations for FY
2015-16 Budget and Pay Administration
Memorandum

Supreme Court of Florida

500 South Duval Street
Tallahassee, Florida 32399-1925

JORGE LABARGA
CHIEF JUSTICE
BARBARA J. PARIENTE
R. FRED LEWIS
PEGGY A. QUINCE
CHARLES T. CANADY
RICKY POLSTON
JAMES E.C. PERRY
JUSTICES

JOHN A. TOMASINO
CLERK OF COURT

SILVESTER DAWSON
MARSHAL

MEMORANDUM

TO: Chief Judges of the Trial Courts
Trial Court Administrators

FROM: Chief Justice Jorge Labarga

DATE: July XX, 2015

SUBJECT: Budget and Pay Administration for Fiscal Year 2015-16

I have established the following budget and pay administration policies for the current fiscal year, consistent with the recommendations of the Trial Court Budget Commission (TCBC). Deletions from the prior year's policy are stricken and additions to the prior year's policy are underlined.

A. Personnel Actions

1. Court Staff Salaries

Pursuant to the Fiscal Year 2014-15 General Appropriations Act, the judicial branch has been provided funding “for position classification salary adjustments for judicial branch employees, excluding judges, to encourage employee retention, provide equity adjustments to equalize salaries between the judicial branch and other governmental entities for similar positions and duties, and provide market-based adjustments necessary to remedy recurring employee recruitment problems for specific position classifications. The

funds available for these adjustments shall be allocated proportionately among the circuit and county courts, the district courts of appeal, the Supreme Court, the Office of the State Courts Administrator, and the Judicial Qualifications Commission, based upon the total number of full-time-equivalent positions, excluding judges, employed by each of those components of the judicial branch. The Chief Justice, based upon recommendations from the Trial Court Budget Commission, District Court of Appeal Budget Commission, and the State Courts Administrator, shall submit a plan for such position classification salary adjustments pursuant to section 216.177(2), Florida Statutes.” Therefore, salary adjustments may be made in compliance with the approved plan.

2. Judicial Salaries

Effective July 1, ~~2015~~ 2014, a trial court judge shall be paid at an annual rate of:

Circuit Court:	\$146,080
County Court:	\$138,020

3. Trial Court Salary Budget Management

~~The following mandatory Salary Management Schedule will generate savings in the salary budget by reducing payroll costs for days that positions are held vacant:~~

- ~~• 0 Days Vacant—Trial Court Administrators, Trial Court Technology Officers, Judicial Assistants, Federal Grant Funded Positions, and Administrative Trust Fund Positions~~
- ~~• 30 Days Vacant—All remaining State Courts Revenue Trust Fund and General Revenue Positions~~

~~Vacancies will not be subject to the required number of days vacant, per the salary management schedule, as long as they are filled internally.~~

~~The OSCA Office of Personnel Services will audit Personnel Action Request forms and confirm that positions have been held vacant the required number of days before processing any hiring requests.~~
It does not appear to be necessary to hold positions vacant in the trial courts at this time. However, the Budget Management Committee shall continue to will monitor the salary budget and make recommendations to the TCBC regarding proposed changes to the Salary Management Schedule as necessary, in order to cover payroll costs through the end of the fiscal year.

4. Other Personnel Actions

- a. All appointment rates, including re-employed retirees, must be at the minimum of the pay range. The chief judge may request an exception by the TCBC Executive Committee. Any exception requests must include documentation of the affected position being advertised no less than two times, with indication that no applicant met the qualifications, or that no qualified applicant would accept the position at the minimum salary. These requests should be sent to the Chair of the TCBC with copies to the State Courts Administrator. However, if the pending special pay plan issue for trial courts is approved with a circuit-specific salary adjustment amount, the circuit must first use those funds in this event.
- b. Upon promotion, an employee's salary shall be increased to the minimum of the class to which the employee is being promoted. However, if that amount is less than five percent (5%), the chief judge may approve a promotional increase for an employee of up to five percent (5%) of the employee's salary prior to promotion, provided such an increase will not place the employee's salary above the maximum for the new range.
- c. Retention or reduction of current salary for employees who are reassigned, transferred between circuits or demoted to a position in a class with a lower pay grade, including judicial assistants moving from circuit court to county court, may be approved by the chief judge. The basis for such pay decisions are to include level of education and experience, longevity, ability relative to other employees in the newly assigned class, and salaries of other employees in the class.

- d. If a position is approved for designation as a lead worker in accordance with Section 6.06 of the State Courts System Personnel Regulations, the chief judge may approve a temporary salary additive up to five percent (5%) of the employee's current salary. Should the duties be taken away or the incumbent vacate the position, the additive will also cease. These actions must be submitted for review by the Office of Personnel Services and approval by the State Courts Administrator.
- e. The starting salaries for the Trial Court Administrator are \$115,000, \$120,000, or \$125,000, for small, medium, and large circuits; or \$130,000 for very large circuits, which include the Eleventh and Seventeenth Judicial Circuits. All appointment rates for Trial Court Administrators must be at these starting salaries.
- f. If a position is approved for an upward reclassification, the chief judge may approve a promotional salary increase up to five percent (5%) of the employee's current salary, or to the minimum of the new class, whichever is greater, provided such an increase will not place the employee's above the maximum for the new range. These actions must be submitted for review by the Office of Personnel Services and approval by the State Courts Administrator.
- g. An employee who is selected for an acting appointment in a managerial position may receive up to a five percent (5%) pay increase or the amount necessary to move the employee's pay to the minimum of the higher class, whichever amount is lower for the period of time they are in an acting capacity, provided the employee has completed two consecutive months of service in the acting capacity.
- h. Following an analysis of the salary budget in May 2016 ~~2015~~, a distribution to address merit¹ may be made by the TCBC in June 2016

¹ The 2015/16 ~~2014/15~~ General Appropriations Act (GAA) authorizes granting of merit pay increases based on the employee's exemplary performance as evidenced by a performance evaluation conducted pursuant to chapter 60L-35, Florida Administrative Code, or a similar performance evaluation applicable to other pay plans. The Chief Justice may exempt judicial branch employees from the performance evaluation requirements of this paragraph. Further, Chapter 216.251(3), F.S., prohibits giving a cohort of employees (same class or occupation) across the

~~2015~~. If such a distribution occurs, adjustments will be limited to no more than 5% and will require the approval of the chief judge along with documented exemplary performance during the period June ~~2015~~ 2014 through May ~~2016~~ 2015.

- i. Incentive adjustments for law clerks are to be made in accordance with the policies and procedures outlined in the Trial Court Law Clerk Incentive Plan, an amended copy of which is found at **Attachment I**.
- j. Other than regulations limited by these “Other Personnel Action” policies and procedures, all regulations provided in the State Courts System Personnel Manual (https://intranet.flcourts.org/osca/personnel/bin/personnel_regulationsmanual.pdf) remain in effect.
- ~~k. Any exception requests to these pay policies should be sent to the Chair of the TCBC with copies to the State Courts Administrator. The TCBC Executive Committee is authorized to consider and grant exceptions.~~

5. Overlap of a Position

No overlaps of positions are permitted except as follows:

- a. The TCBC Executive Committee may consider an overlap of a judicial assistant position if the incumbent judicial assistant is placed on an extended leave of absence without pay for medical reasons.
- b. The TCBC Executive Committee may consider an overlap of a trial court administrator, a general counsel, or a trial court technology officer position upon written request from and demonstration by the chief judge that the overlap is necessary to avoid disruption in efficient operation of the circuit. Absent special circumstances, an exception granted under this paragraph may not exceed 30 days.

board increases. Providing across the board increases is a process that may only be accomplished as part of the General Appropriations Act, as authorized by the Florida Legislature.

- c. ~~b.~~ A position may be overlapped if the incumbent is called to or volunteers for active duty in the armed services of the United States. The position may be overlapped for the duration of the military leave and must be subsequent to (30) days after the effective date of active duty for the incumbent.

6. OPS Employees

OPS funds are authorized this year for the Child Support Enforcement Program, ~~Post-Adjudicatory Drug Court, positions associated with the Foreclosure Initiative,~~ and positions needed to meet temporary employment needs in other elements.

- a. If it is determined that you need adjustments to your OPS category via transfer from another operating category, please complete the budget amendment form outlined in Section B.4. below.

- b. OPS funds for child support enforcement hearing officer coverage have been budgeted in a “central pool” to be used for training, illness, injury, disability or other reasons at the discretion of the chief judge. Requests to access these funds should be directed to Dorothy Willard-Wilson, Chief of Budget Services, according to the procedures listed in Section B.4. below.

- ~~c. Overtime for OPS positions within the Foreclosure Initiative are allowed within the confines of each circuit’s allocation amount.~~

- d. ~~Hourly rates above the minimum may be requested for OPS positions within the Foreclosure Initiative.~~ Circuits requesting hourly rates above the minimum must provide adequate justification to the OSCA Chief of Personnel Services, who may authorize the adjusted hourly rate.

7. Exceptions

The TCBC Executive Committee may consider and grant exceptions to the personnel action provisions prescribed in this section. An exception request

should be sent to the Chair of the TCBC with a copy to the State Courts Administrator.

B. Budget Administration

1. Expense Budget Management

Budget allotments for the trial courts are summarized by cost center in **Attachment II**. The chief judge of each circuit, or his/her designee, is responsible for determining, according to circuit priorities, how allotted funds will be spent, including certain travel as outlined in Section C. below. See **Attachment III** for a summary of allowable/unallowable state expenditures.

2. Due Process Services Budget Management

Expenditures from the Special Category 105420, as budgeted in Expert Witness (Cost Center 127), Court Reporting (Cost Center 129), and Court Interpreting (Cost Center 131), are limited to the procurement of contract services, including court reporting and court interpreting equipment maintenance. This limitation for Special Category 105420 expenditures does not extend to the State Funded Services/Cost Recovery (Cost Center 267). Expenditures of any other type (equipment, supplies, furniture, etc.) are unallowable. Expenditures from the Special Category 105420 as budgeted in Cost Center 267 may be of any type of allowable State expenditure but only in support of due process elements.

3. TCA Certification of Expenditures

Section 939.08, Florida Statutes, requires certification of all expenditures by the Trial Court Administrator, or designee. Please include this certification on all invoices, travel reimbursement vouchers, and contracts that are submitted for payment from circuit cost centers. Any actions submitted for payment processing without this certification will be returned. The Office of the State Courts Administrator (OSCA) has provided each Trial Court Administrator with a stamp that contains the certification language.

4. Budget Category Adjustments

Section 216.181, Florida Statutes, requires that all budget amendments from the judicial branch must be requested only through the Chief Justice and must be approved by the Chief Justice and the Legislative Budget Commission. If it is determined, after reviewing your operating budgets that you need adjustments from one operating budget category to another (including OPS), please complete the budget amendment form (in hard-copy or by e-mail) and send it to Dorothy Willard Wilson, Chief of Budget Services, so that appropriate documents can be processed. All requests for adjustments to operating budgets must be approved by the Chief Judge or his/her designee. **Attachment IV** provides instructions and the form for this purpose.

Trial court administration staff should review FLAIR reports on a monthly basis to monitor the status of available balances. Circuits may not exceed the operating allotments in **Attachment II**. Invoices for payment that exceed the allocation in any cost center will be returned.

5. Due Process Deficits

In the event that there are unforeseen shortfalls in any of the due process categories, the procedures outlined in **Attachment V** shall be utilized.

6. Due Process Contingency Fund

Positions authorized in the 2015-16 ~~2014-15~~ General Appropriations Act Specific Appropriation 3146 ~~3198~~ shall be held in reserve as a contingency in the event the state courts determine that some portion of Article V due process services needs to be shifted from a contractual basis to an employee model in one or more judicial circuits. The Chief Justice of the Supreme Court may request transfer of these positions to the salaries and benefits appropriation category within any of the state courts budget entities, consistent with requests for transfers of funds into those same budget entities. Such transfers are subject to the notice, review, and objection provisions of section 216.177, Florida Statutes.

C. Authorized Travel

1. Out-of-State Travel

- a. In order to implement funds appropriated in the 2015-16 ~~2014-15~~ General Appropriations Act for state employee travel, the chief judge of each circuit may authorize mission critical out-of-state travel to attend meetings, conferences, seminars, training classes, and travel for events other than those covered in sections 4, 5, and 7 below, provided that all travel expenses are paid with a source of funding other than state funds.
- b. Notwithstanding subsection a. above, the following mission critical national education programs are approved when they are held out of state, and travel expenses may be paid with state funds:
 - National Association for Court Management Annual Conference
 - Annual Court Technology Conference (*sponsored by the National Center for State Courts*)
 - Conference of Court Public Information Officers Annual Conference (*Sponsored by the National Center for State Courts*)
 - National Conference of Metropolitan Courts Annual Conference

Small circuits may send up to 2 attendees, medium circuits may send up to 4 attendees, large circuits may send up to 6 attendees, and extra large circuits may send up to 8 attendees. Travel expenses will be paid from local circuit budgets and requires prior approval from the chief judge or designee, and submission of a Travel Authorization Request (TAR) form.

Such travel is subject to certification of the expenditures by the Trial Court Administrator or designee, pursuant to section 939.08, Florida Statutes.

2. Intra-Circuit Travel

All routine intra-circuit case-related or administrative travel may be approved by the chief judge, provided such travel is in support of the

administration of justice as outlined in the Rules of Judicial Administration, and shall be in accordance with state law.

I am also delegating authority to the chief judge to approve activities that are critical to each court's mission. In accordance with the 2015-16 ~~2014-15~~ GAA Implementing Bill SB 2502-A ~~HB 5003~~, funds may not be used to pay for travel by state employees to conferences or staff training activities unless the agency head (chief judge) has approved in writing that such activities are critical to the courts mission and requires submission of a Travel Authorization Request (TAR) form. Education and training activities must be directly related to employees' current job duties and have primary benefit to the State. This delegation does not extend to travel for events covered in Sections 4, 5, and 6 below.

Such travel is subject to certification of the expenditure by the Trial Court Administrator or designee, pursuant to section 939.08, Florida Statutes.

3. Intra-State Travel

Intra-state travel necessary as a result of case-related activities or administrative matters may be approved by the chief judge provided such travel is in support of the administration of justice as provided for in the Rules of Judicial Administration.

I am also delegating authority to the chief judge to approve activities that are critical to each court's mission. In accordance with the 2015-16 ~~2014-15~~ GAA Implementing Bill SB 2502-A ~~HB 5003~~, funds may not be used to pay for travel by state employees to conferences or staff training activities unless the agency head (chief judge) has approved in writing that such activities are critical to the courts mission and requires submission of a Travel Authorization Request (TAR) form. Education and training activities must be directly related to employees' current job duties and have primary benefit to the State. This delegation does not extend to travel for events covered in Sections 4, 5, and 6 below.

Such travel is subject to certification of the expenditures by the Trial Court Administrator or designee, pursuant to section 939.08, Florida Statutes.

a. Statewide Education Programs

The following mission critical education programs are approved as follows:

- Judicial Assistants Summer Educational Conference
- Florida Trial Court Staff Attorneys Annual Conference
- Annual Dependency Summit (*Sponsored by the Florida Department of Children & Families*)
- Marital & Family Law Certification Review (*Sponsored by The Florida Bar*)

Small circuits may send up to 2 attendees, medium circuits may send up to 4 attendees, large circuits may send up to 6 attendees, and extra large circuits may send up to 8 attendees. This authorization is in addition to any participant's attendance that may be authorized by the Florida Court Education Council or other State Courts System entity. Travel expenses will be paid from local circuit budgets and requires prior approval from the chief judge or designee, and submission of a Travel Authorization Request (TAR) form. Attendance is subject to registration requirements and participant limitations of the sponsoring entity.

Such travel is subject to certification of the expenditures by the Trial Court Administrator or designee, pursuant to section 939.08, Florida Statutes.

b. National Education Programs

The following mission critical national education programs are approved when they are held in-state:

- National Association for Court Management Annual Conference
- Annual Court Technology Conference (*sponsored by the National Center for State Courts*)
- Conference of Court Public Information Officers Annual Conference (*Sponsored by the National Center for State Courts*)
- National Conference of Metropolitan Courts Annual Conference

Small circuits may send up to 2 attendees, medium circuits may send up to 4 attendees, large circuits may send up to 6 attendees, and extra large circuits may send up to 8 attendees. Travel expenses will be paid from local circuit budgets and requires prior approval from the chief judge or designee, and submission of a Travel Authorization Request (TAR) form.

Such travel is subject to certification of the expenditures by the Trial Court Administrator or designee, pursuant to section 939.08, Florida Statutes.

4. Travel Expenses - Florida Bar Meetings

a. Annual and Midyear Meetings

Chief judges and the chair and chair-elect of the Florida Conference of Circuit Judges will be reimbursed for reasonable travel expenses for their attendance at the mid-year and annual meetings of The Florida Bar. So, too, will the president and president-elect of the Florida Conference of County Court Judges. These expenses will be charged against your local circuit budget.

b. Supreme Court-Appointed Committees

Members of court-appointed committees of The Florida Bar may be reimbursed for reasonable travel expenses associated with the meetings of those groups with prior approval from the chief judge or designee and submission of a Travel Authorization Request (TAR) form. These expenses will be charged against your local circuit budget. The committees to which this section applies are:

- Standard Jury Instructions Committee – Civil
- Standard Jury Instructions Committee – Contract & Business Cases
- Commission on Professionalism

c. Selected Committees

Circuit court judges, county court judges, and other court staff who are serving as members of selected committees and sections of The Florida

Bar may be reimbursed for reasonable travel expenses associated with the meetings of those groups with prior approval from the chief judge or designee and submission of a Travel Authorization Request (TAR) form. These expenses will be charged against your local circuit budget. The committees and section to which this policy applies are:

- Alternative Dispute Resolution Section Executive Council
- Appellate Court Rules Committee
- Appellate Practice Section Executive Council
- Civil Procedure Rules Committee
- Code and Rules of Evidence Committee
- Constitutional Judiciary Committee
- Continuing Legal Education Committee
- Criminal Law Section Executive Council
- Criminal Procedure Rules Committee
- Family Law Rules Committee
- Family Law Section Executive Council
- Judicial Administration & Evaluation Committee
- Judicial Nominating Procedures Committee
- Juvenile Court Rules Committee
- Law Related Education Committee
- Legal Needs of Children Committee
- Probate Rules Committee
- Pro Bono Legal Services Committee
- Professional Ethics Committee
- Professionalism Committee
- Real Property, Probate and Trust Law Section Executive Council
- Rules of Judicial Administration Committee
- Small Claims Rules Committee
- Traffic Court Rules Committee
- Trial Lawyers Section Executive Council

These specific guidelines apply to all committee and section related travel:

- d. Room charges that exceed the established conference rate will be reimbursed only up to that rate. Judges are encouraged to make

alternative arrangements, at lower rates, when at all possible. Room charges in excess of \$150.00 per night (room rate only) should be avoided, but when that is not possible, excess charges must be justified on travel vouchers submitted for reimbursement.

- e. For approved committee and section meetings, same day travel must be utilized whenever possible. Necessary overnight travel will be reimbursed for the night immediately before or after the date of the committee meeting only if same day travel cannot be accomplished or presents an undue hardship.
- f. Travel by circuit court judges, county court judges, or other court staff who attend meetings of committees and sections other than the members of those committees on the approved list must be at the traveler's own expense or reimbursement must be sought from a source other than state funding.
- g. No reimbursement for attendance at Supreme Court oral argument representing a section or committee will be paid.
- h. No reimbursement for attendance at seminars or symposiums representing a section of a committee will be paid.

I am asking that you take the necessary steps to communicate this policy to judges in your circuit, particularly those who are new to the bench, in order to eliminate confusion about the requirements for reimbursement. We want to minimize problems with judges submitting travel vouchers for participation in committees not on the approved list, for which advance approval was not obtained, or where the length of stay was beyond that necessary for committee meeting attendance. Please also communicate this information to appropriate staff.

5. Travel Expenses for Participation in State Courts System Committees or Commissions

Reasonable travel expenses necessary for participation in State Courts System committees or commissions (e.g., Trial Court Budget Commission,

Criminal Court Steering Committee, Standard Jury Instructions Committee - Criminal) will be paid without prior authorization, from the budgets of and in accordance with the travel guidelines established for each committee.

Trial Court Budget Commission meetings may be attended by up to 2 non-TCBC member trial court judges or employees with the approval of the chief judge. Non-TCBC member travel expenses will be charged against your local circuit budget. Such travel is subject to the certification of the expenditures by the Trial Court Administrator or designee, pursuant to section 939.08, Florida Statutes.

Reimbursement for attendance at Supreme Court oral argument to represent a committee or commission must be approved in advance by the Chief Justice.

6. Travel Expenses for Legislative Hearings

Generally, the OSCA will coordinate travel by judges for participating in legislative hearings. Expenses associated with such travel will be paid from your circuit budget with prior approval of the chief judge or designee, or if such participation is associated with membership on a Supreme Court committee, expenses will be reimbursed from that committee budget. When judges receive personal invitations to appear and testify before a legislative committee, expenses for associated travel will be paid from the circuit budget with prior approval from the chief judge.

7. Out-of-State Educational Travel

Out-of-state educational travel will continue to be approved by the Florida Court Education Council in accordance with its established guidelines.

D. General Travel Guidelines

1. Rules Governing Per Diem and Lodging for Overnight Travel

According to State Chief Financial Officer policy, a traveler may not claim per diem or lodging reimbursement for overnight travel within fifty (50) miles (one-way) of his or her headquarters or residence (calculated in

accordance with the Department of Transportation Official Map Miles), whichever is less, unless the circumstances necessitating the overnight stay are fully explained by the traveler and approved by the Agency Head in advance of the travel. I am delegating this approval authority to chief judges, with the exception of the travel funded through the Court Education Trust Fund, travel associated with the circuit and county conferences' business programs, and travel funded by state budgetary sources other than individual circuit budgets. Official written approval from the chief judge must be attached to the reimbursement voucher when submitted for payment. Vouchers without this approval will be returned.

2. Lodging Room Rate Limits

Hotel room charges that exceed \$150.00 per night (room rate only), should be avoided, and less costly alternatives secured when possible. Charges in excess of \$150.00 (room rate only), must be justified on travel vouchers submitted for reimbursement. This rate does not apply to travel sponsored by Court Education Trust Fund, or travel funded by state budgetary sources other than individual circuit budgets. Rates funded by these sources will be set by the paying entity.

3. Prohibition of Class C Meal Reimbursement

Reimbursement for Class C travel for per diem and subsistence is prohibited in section 112.061(15), Florida Statutes.

4. TAR Submission for Convention and Conference Travel

Travel reimbursements for convention or conference travel (with the exception of judges' participation in circuit and county conferences' education and business program), must be submitted for payment with a Travel Authorization Request (TAR) form, according to State of Florida travel guidelines. TAR forms will be prepared by the OSCA on the judges' behalf for circuit and county conferences' education and business programs.

5. Travel Voucher Submission to Trial Court Administrator

All travel vouchers must be submitted through the trial court administrator's office to be submitted to the OSCA for payment.

E. Senior Judge Guidelines and Allocations

1. Allocation

Attachment VI reflects the allocation of senior judge days for the 2015-16 ~~2014-15~~ fiscal year. Please note that an additional allocation of senior judge days has been appropriated by the legislature to provide for backlogs associated with real property/mortgage foreclosure cases.

2. Utilization and Management

Please continue to follow the current guidelines for the utilization and management of senior judges, as outlined in **Attachment VI-A**. Trial Court Administrators are responsible for the administrative oversight of senior judge service within their respective circuits, in coordination with the OSCA. All senior judges shall submit requests for payment through Court Administration to allow for segregation of resources for real property/mortgage foreclosure cases. Designated court administration staff will request payment from the appropriate allocation (regular vs. foreclosure) through the automated web-based reporting and tracking system. The senior judge web-based payment system has been enhanced to allow for the segregation of funds. Hard copy submissions will not be accepted.

3. Compensation Rate

Senior judge compensation is \$350 for each day of service for FY 2015-16 ~~2014-15~~.

4. Travel Expenses

Expenses for senior judge travel have been budgeted and allocated by the TCBC to your local circuit for work provided from the regular allocation of senior judge days. ~~Expenses for senior judge travel for mortgage foreclosure caseload have been budgeted and allocated by the TCBC to your local~~

~~circuit (Cost Center 375)~~. All requests for reimbursement of senior judge travel expenses must be submitted through the Trial Court Administrator.

Such travel is subject to the certification of the expenditures by the Trial Court Administrator or designee, pursuant to section 939.08, Florida Statutes.

F. Assignment and Compensation of County Judges to Temporary Service in Circuit Court

A county court judge designated to preside over circuit court cases shall receive the same salary as a circuit court judge while performing such duties, to the extent that funds are specifically appropriated by law for these purposes. Requests for compensation shall be based upon allotments as approved by the TCBC.

G. Payment of Florida Bar Membership Fees/Legal Education Courses

The ~~2015-16~~ ~~2014-15~~ General Appropriations Act allows the payment of Florida Bar membership fees for staff attorneys, or those positions that require Bar membership as a condition of their employment by the state. (For a list of eligible position titles, please refer to the memorandum of July ~~2, 2015~~ ~~3, 2014~~, from Jackie Knight.) We are currently unable to authorize payment for continuing legal education courses (those courses taken for the sole purpose of earning CLE credits), or professional certification of any kind.

I am requesting that you disseminate the information contained in the memorandum to all judges and other appropriate personnel in your courts. The policies outlined herein will remain in effect until such time as they are succeeded with an updated memorandum.

If you have any questions about budget matters, please contact Dorothy Willard Wilson, Chief of Budget Services, at (850) 488-3735. Questions relating to personnel matters should be directed to Beatriz Caballero ~~Theresa Westerfield~~, Chief of Personnel Services, at (850) 617-4028. Other finance questions should be directed to Jackie Knight, Chief of Finance and Accounting Services, at (850) 488-3737.

JL/ssb

cc: Patricia (PK) Jameson
Eric Maclure
Blan Teagle
Dorothy Willard
Beatriz Caballero
Jackie Knight
Steven Hall

Agenda Item IV.A. FY 2015-16 Circuit
Allotments – Previously Addressed
Allotment Actions

Agenda Item IV.A.: FY 2015-16 Circuit Allotments – Previously Addressed Allotment Actions

Due to the timing of Special Session 2015, the regular Trial Court Budget Commission (TCBC) June allocation meeting had to be canceled and rescheduled for July 10, 2015. The TCBC planned to address a limited number of statewide allotment issues by conference call on June 7, 2015; however, that meeting had to be canceled due to meetings by legislators negotiating the fiscal year 2015-16 budget. Allotment issues that were time sensitive in nature and unable to wait for the July Commission meeting were either addressed via conference call by the Executive Committee on June 7, or by the full Commission on June 26, 2015, per the TCBC operational procedures:

TRIAL COURT BUDGET COMMISSION OPERATIONAL PROCEDURES

Emergency Meetings -- An emergency meeting of the Commission may be called by the Chairperson with no less than twenty-four (24) hours notice whenever, in the opinion of the Chair, an issue requires immediate Commission action. Whenever such emergency meeting is called, the Chair will notify the Office of the State Courts Administrator (OSCA) staff. OSCA staff will immediately serve either verbal or written notice upon each member of the Commission, stating the date, hour, place, and purpose of the meeting. No other business will be transacted at the meeting unless additional emergency matters are agreed to by a majority of those Commission members in attendance. In matters that require immediate action, the Chair may call a meeting of the Executive Committee. Any decisions by the Executive Committee in an emergency meeting will be reviewed by the full Commission at the next scheduled meeting and can be either endorsed or overturned at that time, if possible. In the event it is impossible to rescind, the action taken by the Executive Committee shall be binding.

Executive Committee Decisions Needing Action by Full Commission

There are three issues that were addressed by the Executive Committee on June 7, 2015, and need to be reviewed by the full Commission. These issues need to be endorsed or overturned.

1. Statewide Allotments – Court Workload Study

Background:

In response to proviso in the 1998 General Appropriations Act, the Office of the State Courts Administrator (OSCA) contracted with the National Center for State Courts (NCSC) to develop and validate a judicial workload model for Florida's trial courts. The model created by the NCSC and the OSCA provided case weight values necessary for workload estimations used annually by the Supreme Court in the Certification of Judicial Need. At the conclusion of the study, the NCSC recommended a thorough review of the model at least every five years. The first review of the judicial workload model and case weights occurred in 2007 with the Judicial Resource Study (JRS).

At its June 20, 2014, meeting, the TCBC approved the use of trial court dollars from the expense reserve to fund a thorough review of the judicial workload model and case weights, which includes a time study. Specifically, the TCBC allocated \$186,000 in FY 2014-15 and \$184,000 in FY 2015-16 in support of a new Judicial Workload Study (JWS). In the fall of 2014, the OSCA, under direction and approval from the Supreme Court, entered into a contract with the NCSC to perform this new JWS.

Shift in Anticipated Expenditures for Workload Study to FY 2015-16

The JWS began in September 2014 and will continue through the late spring of 2016. Initially, the project was scheduled to conclude in December 2015 for a total cost of approximately \$370,000 – \$186,000 in FY 2014-15 and \$184,000 in FY 2015-16. However, due to changes in the study’s timeline (e.g., shifting the time study from May to October 2015), most of the project and associated costs will occur in FY 2015-16. As a result, only \$34,945 of the \$186,000 approved by the TCBC for FY 2014-15 has been incurred to date, leaving a balance of \$151,055 in costs anticipated to be incurred in FY 2015-16, in addition to the \$184,000 originally allocated by the TCBC for that fiscal year.

Proposal to Conduct Complementary Study of Supplemental Resources

In addition, a supplemental effort is being proposed which is similar to the 2007 JRS, during which the OSCA, as staff to the Commission on Trial Court Performance and Accountability (TCP&A), developed a workload model and case weights for general magistrates and child support enforcement hearing officers. The model developed in 2007 estimates the total FTE need for these two supplemental resources as an aid in the efficient distribution of available resources within the court system. However, one of the outstanding limitations of the 2007 JRS is that there is no mechanism available to assist the Supreme Court in determining the proportion of cases over which magistrates and hearing officers preside. It is hoped that this supplemental study will help overcome that limitation by establishing a direct proportional connection between cases assigned to magistrates and child support hearing officers and judicial workload. Further, to enhance the court system’s overall understanding of judicial workload, the proposal builds upon the 2007 JRS by including senior judges and civil traffic infraction hearing officers.

In addition, after the initial JWS contract with the NCSC, it was determined with feedback from OSCA staff to the TCBC that it would also be beneficial to the court system to update the supplemental resource models used by the TCBC for funding purposes. Specifically, it was determined that an evaluation of supplemental judicial resources (i.e., senior judges, magistrates, child support enforcement hearing officers, and civil traffic infraction hearing officers) is necessary. This information is used by the TCBC via the Funding Methodology Committee to regularly assess and evaluate supplemental resources across circuits. Thus, this study could assist not only with judicial workload, but also with resource assessments across circuits.

An augmentation to the JWS was approved by the Supreme Court on June 10, 2015, to include general magistrates, senior judges, child support enforcement hearing officers, and civil traffic infraction hearing officers and to update and validate the accuracy of the 2007 supplemental resources workload model and case weights. With the assistance of the NCSC, the proposed study

would be completed concurrently with the JWS. The Supreme Court authorized OSCA to add an addendum to the contract with the NCSC to conduct the supplemental resource study, hold focus group meetings, conduct analyses, and create a final report. The projected NCSC contractual amount is \$73,842, and meeting and logistical estimates are \$5,000 – for a total of approximately \$78,842 to be expended in FY 2015-16.

Issues

Issue 1

Whether to approve an additional \$151,055 in FY 2015-16 for the Judicial Workload Study (JWS), to be funded out of the trial court expense reserve, to account for the fact that costs originally anticipated for the JWS during FY 2014-15 will shift to FY 2015-16.

Issue 2

Whether to approve \$78,842 in FY 2015-16, to be funded out of the trial court expense reserve, to contract with the NCSC to conduct a time study, hold focus group meetings, conduct analyses, and create a final report as part of a complementary workload study on general magistrates, senior judges, child support enforcement hearing officers, and civil traffic infraction hearing officers.

Note: Use of trial court expense reserve as a source for funding these requests would require a budget amendment to convert the funds to contracted services, which would need approval from the Chief Justice and the Legislature (although it would not have to go to the Legislative Budget Commission).

Executive Committee Decision: Approved Issue 1 and Issue 2.

Decision Needed

Option 1: Endorse the Executive Committee’s decision.

Option 2: Overturn the Executive Committee’s decision.

2. Statewide Allotments – Integrated Case Management System Funding Request (Eighth, Tenth, Fourteenth, and Eighteenth Judicial Circuits)

Background

The State Courts System received a total of \$9.0 million from the National Mortgage Foreclosure Settlement Funds since FY 2012-13 to help provide technology solutions to move foreclosure cases through the judicial process. These solutions enable judges and staff to effectively use electronic documents when disposing foreclosure cases, produce orders electronically, provide for electronic calendaring, serve orders electronically, and generate case management reports.

Of the \$9.0 million received by the trial courts for this technology, the Eighth Judicial Circuit requested, and was allocated, \$258,096 in FY 2012-13 and \$399,998 in FY 2013-14. These funds

were used to purchase hardware and software, and for contractual development and programming to support the continued development of the Integrated Case Management System (ICMS). Funding also included an additional transfer of \$144,000 from the Tenth Judicial Circuit, Fourteenth Judicial Circuit, and Eighteenth Judicial Circuit to help pay for programmer hours. Further, the Eighth Judicial Circuit received a non-recurring allocation of \$259,000 from the statewide trial court reserve in FY 2014-15 for ICMS. The contractual funding was used to continue to advance ICMS to meet Court Application Processing System (CAPS) compliance, as well as meet the requirements outlined for differentiated case management and reporting for civil case types. These funds are being utilized to not only benefit the Eighth Judicial Circuit but have also been used to support the ICMS systems in the Tenth, Fourteenth, and Fifteenth circuits, and Brevard County in the Eighteenth Judicial Circuit.

Current

The Eighth, Tenth, Fourteenth, and Eighteenth Judicial Circuits request a total of \$216,440 (\$54,110 per circuit, or \$13,527.50 per county) for FY 2015-16 for the Eighth Judicial Circuit for ongoing programming and support of ICMS3. This figure is in line with the \$500 per user annual maintenance fee proposed by the OSCA for ongoing maintenance and support of in-house systems. This amount will allow the four circuits to keep ICMS3 compliant with CAPS and maintain functionality and continued operation. It is anticipated that the cost to maintain ICMS3 will continue in out-years, similar to other vendors' maintenance and support costs. If additional circuits transition to ICMS, increased development, integration, and maintenance costs may be incurred. Those costs could be requested through the state appropriation process or through the same process as this request.

Justification from the circuits

In a letter from the Eighth, Tenth, Fourteenth, and Eighteenth Judicial Circuits to Judge Mark Mahon, chair of the TCBC, the circuits provide the following justification:

The funding allocated to our circuits through the Foreclosure Initiative in FY 12/13 and FY 13/14, along with the funding provided by the TCBC in FY 14/15 provided us with the case management resources necessary to efficiently process these cases and technology funds for court modernization. ... We used this funding to develop ICMS3, which is based on the Eighth Judicial Circuit's earlier case management system, ICMS 2.5. ICMS3 complies with the CAPS requirements and provides a statewide, "in house" case file management system used by multiple Circuits which interfaces with multiple Clerks' databases. ICMS3 provides the court with a browser based system which enables judges and court personnel to view and work with electronic case files in real-time. It also provides the necessary case management tools to automate many of the court's functions, including order generation and one-step, secure e-filing and service of judicial orders.

Currently, ICMS3 is used in our four Circuits, encompassing 15 counties. It interfaces with the following types of Clerks' case maintenance systems: CourtView, CLERICUS, FACTS, and Pioneer Benchmark, as well as the JACS calendaring system. In the coming months, ICMS3 will have access to production data for New Vision, the Polk County Clerk's case maintenance system,

enabling its deployment in 16 counties. [The number of counties supported is a significant figure, as typically each county has their own ICMS3 server to help ensure reliability.]

...

Without continued funding for FY15/16, contractual dollars for programming will become unavailable after June 30th of this year. After that, programming, maintenance, and support would fall back on Fred Buhl, the Eighth Circuit's Court Technology Officer, which he would have to take on in addition to his existing responsibilities or duties. It would also create an unreasonable financial burden on the Eighth Judicial Circuit.

...

As the CAPS committee makes additional changes to the system requirements in 2014, functionality modifications must be made to the base code to comply with the new requirements. ... Changes to ...CAPS standards, bug fixes and improvements to the base code, as well as customization to meet individual needs of our circuits all require programming time and modification to the system. System tweaks so that ICMS3 properly interfaces with the separate Clerk databases and web browsers will also be required whenever those systems are updated, modified, or changed.

Lifecycle costs for an in-house, internally developed application of this scale are significant. However, ICMS3 and other in-house systems provide cost effective alternatives to the more expensive third party proprietary solutions, which require annual licensing and maintenance fees plus programming costs for system modifications.

Decision Needed

Option 1: Approve the Eighth, Tenth, Fourteenth, and Eighteenth Judicial Circuits' request of \$216,440 for FY 2015-16 for the Eighth Judicial Circuit in recurring funds to continue to support the development and maintenance of the ICMS program through FY 2015-16, using trial court expense reserves. This would require a budget amendment to convert the funds to contracted services, which would need approval from the Chief Justice and the Legislature (although it would not have to go to the Legislative Budget Commission).

Option 2: Same as Option One, except approve only as a non-recurring allocation.

Option 3: Do not approve.

Executive Committee Decision: Option 2.

Decision Needed

Option 1: Endorse the Executive Committee's decision.

Option 2: Overturn the Executive Committee's decision.

3. Statewide Allotments – OpenCourt

Background

Since 2012, funds have been approved by the TCBC to support the implementation of OpenCourt in several circuits. In FY 2013-14, \$75,000 in contractual funds was allocated to the Eighth Judicial Circuit for the hiring of a user support analyst to provide technical support assistance in troubleshooting, analyzing and correcting hardware and software problems related to OpenCourt. Also, \$100,000 in contractual funds was allocated to the Eighth Judicial Circuit in support of hiring a contract developer to provide continued software enhancements as proposed by the OpenCourt User Group.¹

Status Update

The Due Process Technology Workgroup recommended, for inclusion in the LBR addressing the *Trial Court Technology Strategic Plan* for FY 2015-16, the continued funding of OpenCourt on a recurring basis. This funding request was not approved by the Legislature. Based on that result, this funding request is being brought back to the TCBC for consideration of an allocation in FY 2015-16, using existing funds.

As of June 2015, OpenCourt has been installed in 205 venues, which includes 34 counties and 10 circuits. The OpenCourt development team and user group continue to identify additional features that may be added in the future. These additional features will promote the continued success of OpenCourt. Also, further software releases are anticipated for circuits using, or planning to use, OpenCourt in FY 2015-16.

Options

Option 1: Approve an allocation, as recurring, in support of OpenCourt to the Eighth Judicial Circuit for \$175,000 (\$100,000 contractual for the software developer and \$75,000 contractual for the user support analyst) from the trial court due process reserve.

Option 2: Same as Option 1, except approve only as non-recurring.

Funding Methodology Committee (FMC) Recommendation

Approve an allocation of \$175,000 on a non-recurring basis and revisit the matter at a later date if the Legislature does not provide funding for technology in future years.

Executive Committee Decision: Option 2.

Decision Needed

Option 1: Endorse the Executive Committee's decision.

¹ The Due Process Technology Workgroup established a user group to develop recommendations on software enhancements related to OpenCourt. The user group meets on a quarterly basis to identify needed features and monitor software enhancements.

Option 2: Overturn the Executive Committee's decision.

Full Commission Decision Provided for Information Only

One issue was addressed by the full Commission on June 26, 2015, and is presented here for information purposes only:

1. FY 2015-16 Additional Allocations – Case Management Resources

Issue #1 – Resource Allocation

Background

Based on the official needs assessment methodology, additional case management resources are needed in the trial courts to assist in the processing and management of cases through the judicial system. Additionally, foreclosure settlement funds, which have been allocated to the circuits for temporary case management resources for the last three fiscal years, terminated on June 30, 2015. Recognizing the importance of case management resources, the State Courts System requested 92.0 FTE (funded at the Court Program Specialist II classification level) as part of its FY 2015-16 legislative budget request (LBR), based on the official funding methodology for the case management element of a ratio of 1.0 FTE case manager for every 5,500 projected FY 2015-16 filings, with a floor of 8.0 FTE.

During the 2015 Special Session, the Legislature appropriated an additional \$2.0 million in case management resources to the trial courts. This appropriation will fund 38.0 FTE Court Program Specialist II positions.

The additional case management FTE allocation to the circuits needs to be determined.

Decision Needed

Option 1: Allocate the 38.0 FTE by utilizing a minimum of 1.0 FTE per circuit, distributing a second FTE to those circuits with a net need greater than 1.0 FTE, and distributing the remaining FTEs to those circuits with the highest net need, as determined by the FY 2015-16 LBR Needs Assessment calculation. **(See Columns F and G in Attachment A.)**

Option 2: Allocate the 38.0 FTE based on each circuit's percent of the total FTE net need as determined by the FY 2015-16 LBR Needs Assessment calculation and utilizing a floor of 0.5 FTE. **(See Columns F, I, and J in Attachment A.)**

TCBC Decision: Approve Option 1.

Issue #2 – Personnel Administration and Salary Management

Background

The *Personnel Regulations Manual* for the State Courts System, in Section 1.04 Recruitment/Applications, provides that:

Each employer will ensure that job vacancy notices, specifying the knowledge, skill and ability requirements for each vacant position, are posted and/or distributed to all appropriate court offices prior to the application deadline. *Job vacancies may initially be open only to court employees possessing the requisite skills for the positions, as deemed appropriate by the employer for purposes of providing promotional or transfer opportunities.* Job vacancies open to the general public will be advertised by employers using appropriate advertising sources to reach a diverse group of qualified applicants in the available labor market.

(Emphasis added.)

The salary management schedule in the trial court budget and pay administration memorandum requires that, with specified exceptions, positions be held vacant for 30 days. However, that provision does not appear to apply in the instance of the case management positions that are the subject of this proposed allocation, because these are new positions rather than vacancies occurring in existing positions.

Implementation Recommendation

The Office of Personnel Services of the Office of the State Courts Administrator advises that, consistent with the personnel regulations, a circuit which contemplates that an existing foreclosure OPS case manager or other court employee possesses the requisite skills for one of the new FTE case management positions could elect not to open and advertise the position to the general public.

If a circuit determines that an existing foreclosure OPS case manager or other court employee does not possess the requisite skills or is not performing at the required level, it is recommended that the circuit engage in normal recruitment practices for the new case management positions.

TCBC Decision: Approve implementation recommendation.

Trial Court Budget Commission June 26, 2015 Conference Call FY 2015-16 Circuit Allotment Case Management

A	B	C	D	E	F	G	H	I	J	K
	FY 2014-15 Budget		Total Need		FY 2015/16 Needs Assessment	TCBC Decision: Approve Option 1		Option 2		
Circuit	FTE Allotment ¹	Total Salaries, Benefits, and Expenses ²	FY 2015-16 Projected Filings ³	Case Management Total Need ⁴ (Rounded to the nearest whole FTE)	Case Management FTE Net Need	Proposed Distribution of new FTE (Floor of 1.0 FTE) ⁵	Proposed FY 2015-16 Total FTE Allotment	Percent of Total FTE Net Need (column F)	Distribution of new FTE based on percent of Net Need (Floor of 0.5 FTE)	Proposed FY 2015-16 Total FTE Allotment
1	11	\$666,857	69,198	13	2	2	13	2.2%	1	12
2	4	\$244,591	39,684	8	4	2	6	4.3%	2	6
3	5	\$301,072	18,172	8	3	2	7	3.3%	1	6
4	20	\$1,046,557	145,054	26	6	2	22	6.5%	2	22
5	10	\$589,295	84,214	15	5	2	12	5.4%	2	12
6	21.5	\$1,226,158	145,173	26	4.5	2	23.5	4.9%	2	23.5
7	16.5	\$1,087,091	91,063	17	0.5	1	17.5	0.5%	0.5	17
8	5	\$343,449	41,036	8	3	2	7	3.3%	1	6
9	18	\$1,088,687	151,299	28	10	3	21	10.9%	4	22
10	10.5	\$689,522	80,057	15	4.5	2	12.5	4.9%	2	12.5
11	48	\$2,797,102	311,998	57	9	2	50	9.8%	4	52
12	11	\$665,906	64,922	12	1	1	12	1.1%	0.5	11.5
13	21	\$1,250,090	160,579	29	8	2	23	8.7%	3	24
14	7	\$449,080	36,605	8	1	1	8	1.1%	0.5	7.5
15	18	\$1,086,102	143,383	26	8	2	20	8.7%	3	21
16	7	\$437,659	9,572	8	1	1	8	1.1%	0.5	7.5
17	31	\$1,818,317	226,935	41	10	3	34	10.9%	4	35
18	12.5	\$722,390	93,876	17	4.5	2	14.5	4.9%	2	14.5
19	7	\$418,944	54,866	10	3	2	9	3.3%	1	8
20	16	\$892,424	108,111	20	4	2	18	4.3%	2	18
Total	300	\$17,821,293	2,075,797	392	92	38	338	100.0%	38	338

¹ Includes cost center 122 and cost center 217 (drug court) as of April 2013.

² Includes salaries, benefits, and expenses provided by OSCA, Budget Office.

³ FY 2015/16 Projected Filings includes all circuit and county court filings with the exception of civil traffic infractions.

⁴ Case Management Total Need is based on the funding methodology of 1:5,500 filings ratio and a floor of 8.0 FTE.

⁵ Option 1 proposed distribution of 38.0 newly appropriated FTE is based on each circuit receiving 1.0 FTE. Those circuits with a net need greater than 1.0 FTE received a total of 2.0 additional FTE. Circuits 9 and 17 (highest net need) received 3.0 additional FTE.

Agenda Item IV.B. FY 2015-16 Circuit
Allotments – Child Support Enforcement
Hearing Officers and General
Magistrates

**Agenda Item IV.B.: FY 2015-16 Circuit Allotments – Child Support
Enforcement Hearing Officers and General Magistrates**

Background

Each fiscal year, the Trial Court Budget Commission (TCBC) approves FTE allotments for the Child Support Enforcement Hearing Officer (CSEHO) and General Magistrate (GM) elements. OSCA staff are directed to monitor vacancies in both categories throughout the fiscal year. According to established procedures (see **Attachment A**), when vacancies become available, staff are to recommend reallocating hearing officers/magistrates and administrative support FTE's based on the following: 1) maximum sustained net need based on workload, 2) the one-to-one ratio of hearing officer/magistrate to administrative support, 3) Department of Revenue (DOR) information where appropriate, and 4) circuit information. A minimum threshold of 0.5 FTE negative (excess) sustained net need must be met before reallocation will be considered. For reallocation of GM positions, the combined net need in both the GM and CSEHO categories should be considered. This information is submitted to the TCBC Executive Committee for consideration in allocations and reallocation of positions throughout the fiscal year.

Current Issue

Circuit allotments for FY 2015-16 FTE need to be determined in both the CSEHO and GM categories. Each circuit's total need and proposed FTE allotment are reflected in **Attachment B** (CSEHO) and **Attachment C** (GM).

Child Support Enforcement Hearing Officers (CSEHO)

There are no resources in reserve and available for allocation in this element.

CSEHO Funding Methodology Committee Recommendation

The Funding Methodology Committee voted, at their June 2, 2015, meeting, to direct staff to monitor vacancies in this element and reallocate positions in accordance with the maximum sustained need, as indicated in the attached charts.

CSEHO Decision Needed

Direct staff to monitor vacancies in this element and reallocate child support enforcement hearing officers and administrative support FTE's according to the maximum sustained need shown in the attached charts, approved as part of the FY 2015-16 allotments and current policies.

General Magistrates (GM)

There are no resources in reserve and available for allocation in this element.

GM Funding Methodology Committee Recommendation

The Funding Methodology Committee voted, at their June 2, 2015, meeting, to direct staff to monitor vacancies in this element and reallocate positions in accordance with the maximum sustained need, as indicated in the attached charts.

GM Decision Needed

Direct staff to monitor vacancies in this element and reallocate general magistrate and administrative support FTE's according to the maximum sustained need shown in the attached charts, approved as part of the FY 2015-16 allotments and current policies.

Draft E-mail Re: General Magistrates and Child Support Enforcement Hearing Officers

Chief Judges and Trial Court Administrators,

Attached are the Fiscal Year 2015-16 circuit allotments for General Magistrates (GM) and Child Support Enforcement Hearing Officers (CSEHO), as approved at the July 10, 2015, meeting of the Trial Court Budget Commission (TCBC). These allocations are based on a 3-year maximum sustained workload methodology that indicates each circuit's net need for hearing officers and general magistrates. The administrative support net need for both elements is based on maintaining a 1:1 ratio of hearing officer/general magistrate to support staff. These charts will be effective for the entire fiscal year. As a reminder, the procedures for reallocation of positions is listed below:

- 1) Reallocations will occur through attrition only - no filled positions will be reallocated.
- 2) Both elements will be monitored throughout the year for vacancies. Issues relating to vacant positions, as they become available, will be brought to the TCBC Executive Committee for final decision as to potential reallocation.
- 3) If you have a position that becomes vacant during the year *and* your circuit has a negative net need or uneven 1:1 ratio, as presented in the attached charts, please contact Kris Slayden (SlaydenK@flcourts.org), in Resource Planning, and Beatriz Caballero (CaballeroB@flcourts.org), in Personnel as soon as possible. This will initiate the process for reallocating resources. The position must be held vacant until the process is complete. Only the portion of the position that is considered excess, as indicated by the negative net need or ratio, needs to be held vacant and will be considered for reallocation. A minimum excess net need of 0.5 FTE must be met for reallocation to occur. The Office of Personnel Services will work with your circuit to align the FTE portion of the position that you may fill.
- 4) Circuits may use a General Magistrate to perform the work of a Child Support Enforcement Hearing Officer, however, a Child Support Enforcement Hearing Officer may only work on child support cases. Therefore, for reallocation of GM positions, the combined net need in both the GM and CSEHO categories will be considered.
- 5) The Department of Revenue and affected circuits will be contacted for information to supplement the workload analysis.
- 6) OSCA staff will collect all relevant information and schedule a call with the TCBC Executive Committee for a decision on reallocation.
- 7) The Executive Committee's decision will then be forwarded to the affected circuits and to the appropriate OSCA staff in Resource Planning, Budget, and Personnel for processing.

Please contact Kris or Beatriz if you have any questions.

Thanks,

Jessie McMillan

**Trial Court Budget Commission
July 10, 2015
Child Support Enforcement Hearing Officers
Background Statistics**

A	B	C	D	E	F
	FY 2014-15 Allotment ¹		Total Need		
Circuit	Child Support Enforcement Hearing Officer FTE Allotment	Administrative Support FTE Allotment	Maximum Total Need ²	Child Support Enforcement Hearing Officer Maximum Total Need (Rounded to the nearest whole FTE)	Administrative Support Maximum Total Need ³ (Rounded to the nearest whole FTE)
1	2.25	2.25	2.5	3	3
2	1.5	1	0.9	1	1
3	1	0.5	0.9	1	1
4	3	2.5	3.9	4	4
5	2.5	2	3.2	3	3
6	3	3	2.5	3	3
7	1.5	0.5	2.0	2	2
8	2	2	1.6	2	2
9	3.5	3.5	3.5	4	4
10	2	1.75	2.8	3	3
11	4	3	4.8	5	5
12	2.5	2.5	2.6	3	3
13	3	2	2.7	3	3
14	1.5	1	1.3	1	1
15	2	2	1.7	2	2
16	0	0	0.1	0	0
17	2	2	2.6	3	3
18	2	2	2.0	2	2
19	1	1	1.4	1	1
20	1.25	1	2.0	2	2
Total	41.5	35.5	45.0	48	48

¹ FY 2014-15 allotment includes the Trial Court Budget Commission FTE reallocation decision in August 2014.

² Maximum total need reflects the maximum Child Support Enforcement Hearing Officer (CSEHO) FTE projected total need over a three year period. The total need was calculated in two steps. The first step estimates the CSEHO workload by multiplying the case weight of 83.4 minutes to 92.8% of projected child support and UIFSA filings and 5.6% of projected other domestic relations filings. In the second step, the CSEHO total need was calculated by dividing the estimated CSEHO workload by the total time available for case related work.

³ Administrative Support maximum total need assumes a 1:1 ratio of Administrative Support to CSEHO.

Trial Court Budget Commission
July 10, 2015
Child Support Enforcement Hearing Officers
FY 2015-16 Proposed FTE Allotment

A	B	C	D	E
	Net Need ¹		FY 2015-16 Proposed FTE Allotment Using Current Methodology ²	
Circuit	Child Support Enforcement Hearing Officer Net Need	Administrative Support Net Need	Child Support Enforcement Hearing Officer FTE	Administrative Support FTE
1	0.75	0.75	2.25	2.25
2	-0.5	0	1.5	1
3	0	0.5	1	0.5
4	1	1.5	3	2.5
5	0.5	1	2.5	2
6	0	0	3	3
7	0.5	1.5	1.5	0.5
8	0	0	2	2
9	0.5	0.5	3.5	3.5
10	1	1.25	2	1.75
11	1	2	4	3
12	0.5	0.5	2.5	2.5
13	0	1	3	2
14	-0.5	0	1.5	1
15	0	0	2	2
16	0	0	0	0
17	1	1	2	2
18	0	0	2	2
19	0	0	1	1
20	0.75	1	1.25	1
Total	6.5	12.5	41.5	35.5

¹ Net need is the difference between maximum total need and FY 2014-15 FTE allotment.

² FY 2015/16 proposed FTE allotment using current methodology is based on FY 2014/15 FTE allotment. Shaded Lines: Circuits 4, 10, 11, and 17 have the highest positive CSEHO net FTE need. Circuit 11 has the highest positive Administrative Support net FTE need.

Shaded Dots: Circuits 2 and 14 have the highest negative CSEHO net FTE need.

**Trial Court Budget Commission
July 10, 2015
General Magistrates
Background Statistics**

A	B	C	D	E	F
	FY 2014-15 Allotment ¹		Total Need		
Circuit	General Magistrate FTE Allotment	Administrative Support FTE Allotment	Maximum Total Need ²	General Magistrate Maximum Total Need (Rounded to the nearest whole FTE)	Administrative Support Maximum Total Need ³ (Rounded to the nearest whole FTE)
1	3.5	3	4.6	5	5
2	2	2	2.3	2	2
3	1	0	1.2	1	1
4	7	6	6.5	7	7
5	5	5	6.1	6	6
6	7.25	7	6.6	7	7
7 ⁴	3.5	4	4.7	5	5
8	2	1	2.1	2	2
9	6	4	7.1	7	7
10	4	3	4.6	5	5
11	11	11	12.2	12	12
12	4	3	3.8	4	4
13	7	7	7.5	8	8
14	2	1	2.0	2	2
15	7	6	5.6	6	6
16	0	0	0.6	1	1
17	9	8.5	8.0	8	8
18	4	3	4.5	5	5
19	3	3	3.1	3	3
20	5	5	5.1	5	5
Total	93.25	82.5	98.2	101	101

¹ FY 2014-15 FTE allotment is based on April 2014 circuit payroll projections.

² Maximum total need reflects the maximum General Magistrate FTE total need over a three year period. The total need is based on projected filings for simplified dissolution, dissolution, child support, UIFSA, other domestic relations, domestic violence, repeat violence, delinquency, dependency, professional malpractice, products liability, auto negligence, other negligence, condominium, contract & indebtedness, real property/mortgage foreclosure, eminent domain, other circuit civil, probate, guardianship, trust, Baker Act, substance abuse, other social, small claims, and county civil (\$5,001 to \$15,000). The total need for each of the three years was calculated in two steps. The first step estimated General Magistrate workload by multiplying the projected filings by the appropriate case weight. In the second step, General Magistrate total need was calculated by dividing the estimated General Magistrate workload by the total time available for case related work.

³ Administrative Support maximum total need assumes a 1:1 ratio of Administrative Support to General Magistrate.

⁴ Circuit 7 FY 2014-15 allotment has 0.5 FTE more Administrative Support FTE than General Magistrate FTE but is not considered in excess of the 1:1 ratio of Administrative Support to General Magistrates due to their total need.

Trial Court Budget Commission
July 10, 2015
General Magistrates
FY 2015-16 Proposed FTE Allotment

A	B	C	D	E
	Net Need ¹		FY 2015-16 Proposed FTE Allotment Using Current Methodology ²	
Circuit	General Magistrate Net Need	Administrative Support Net Need	General Magistrate FTE	Administrative Support FTE
1	1.5	2	3.5	3
2	0	0	2	2
3	0	1	1	0
4	0	1	7	6
5	1	1	5	5
6	-0.25	0	7.25	7
7	1.5	1	3.5	4
8	0	1	2	1
9	1	3	6	4
10	1	2	4	3
11	1	1	11	11
12	0	1	4	3
13	1	1	7	7
14	0	1	2	1
15	-1	0	7	6
16 ³	0	0	0	0
17	-1	-0.5	9	8.5
18	1	2	4	3
19	0	0	3	3
20	0	0	5	5
Total	6.75	17.5	93.25	82.5

¹ Net Need is the difference between maximum total need and FY 2014-15 FTE allotment.

² FY 2015-16 proposed FTE allotment using current methodology is based on FY 2014-15 FTE allotment.

³ Circuit 16 uses contracted services for general magistrates.

Agenda Item IV.C. FY 2015-16 Circuit
Allotments – Maintain Existing
Allotments: Court Administration, Law
Clerks, and Operating Budgets

Agenda Item IV.C.: FY 2015-16 Circuit Allotments – Maintain Existing Allotments: Court Administration, Law Clerks, and Operating Budgets

Background

Each year, the Funding Methodology Committee (FMC) and Trial Court Budget Commission (TCBC) review elements to determine trial court budget allocations. Unless new resources are appropriated, or budget reductions are required, FTEs and operating budgets are typically not adjusted. For FY 2015-16, the Legislature did not appropriate new resources to the trial courts in any elements other than case management. In the case management element, 38 new FTEs were appropriated and an allocation was approved by the TCBC at their June 26, 2015, meeting (discussed in Agenda Item IV.A.). The allotments for the 300 existing case manager FTEs remain unchanged.

For FY 2015-16, the TCBC may wish to consider maintaining FY 2014-15 beginning FTE allotments and operating budgets, adjusted for permanent budget amendments, actions approved by the TCBC, approved personnel actions, and non-recurring items for all elements reflected in the attached Trial Court Budget Allocations charts.

Funding Methodology Committee Recommendation

The Funding Methodology Committee voted to approve option 1 (below) at their June 2, 2015, meeting.

Note: This recommendation was made prior to the appropriation of the 38 new case manager positions. The charts used at the June 2, 2015, FMC meeting did not include those positions; however, the charts have since been updated to reflect the allocation decision made by the TCBC at their June 26, 2015, meeting.

Decision Needed

Option 1: Approve proposed FY 2015-16 FTE and operating category allotments based on maintaining FY 2014-15 beginning allotments, adjusted for permanent budget amendments, actions approved by the TCBC, approved personnel actions, and non-recurring items for all elements reflected in the attached Trial Court Budget Allocations charts.

Option 2: Do not approve and consider an alternative.

Agenda Item IV.C.: Operating Budget Allotments

**TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-16**

**Child Support Enforcement - Federal Grants Trust Fund
 Cost Center - 024**

Circuit	Approved FY 2014-15				Proposed FY 2015-16			
	FTE	OPS 030000	Expense 040000	Total All Categories	FTE	OPS 030000	Expense 040000	Total All Categories
Statewide	-	25,748	-	25,748	-	25,748	-	25,748
1	4.50		6,276	6,276	4.50		6,276	6,276
2	2.50		4,184	4,184	2.50		4,184	4,184
3	1.50		2,426	2,426	1.50		2,426	2,426
4	5.50		8,784	8,784	5.50		8,784	8,784
5	4.50		2,789	2,789	4.50		2,789	2,789
6	6.00		9,563	9,563	6.00		9,563	9,563
7	2.00		2,956	2,956	2.00		2,956	2,956
8	4.50		11,384	11,384	4.00		11,384	11,384
9	7.00		7,593	7,593	7.00		7,593	7,593
10	3.75		4,417	4,417	3.75		4,417	4,417
11	6.50		8,337	8,337	7.00		8,337	8,337
12	5.00		7,472	7,472	5.00		7,472	7,472
13	4.00		5,578	5,578	5.00		5,578	5,578
14	2.50		3,985	3,985	2.50		3,985	3,985
15	4.00		5,578	5,578	4.00		5,578	5,578
16	-		-	0	-		-	0
17	4.00		5,911	5,911	4.00		5,911	5,911
18	4.00		6,276	6,276	4.00		6,276	6,276
19	3.00		3,819	3,819	2.00		3,819	3,819
20	2.25		3,288	3,288	2.25		3,288	3,288
Total	77.00	25,748	110,616	136,364	77.00	25,748	110,616	136,364

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS

FY 2015-2016

Circuit Judges and Judicial Assistants - General Revenue Fund

Cost Center - 110/111

Circuit	Approved FY 2014-15						Proposed FY 2015-16					
	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0						0						0
1	48.00		56,279	9,169	5,342	70,790	48.00		56,279	9,169	5,342	70,790
2	32.00		54,572	10,325	4,790	69,687	32.00		54,572	10,325	4,790	69,687
3	14.00		10,970			10,970	14.00		10,970			10,970
4	70.00		105,074	20,280	803	126,157	70.00		105,074	20,280	803	126,157
5	62.00		139,537	0	2,523	142,060	62.00		139,537	0	2,523	142,060
6	90.00	10,000	143,469	16,718	9,851	180,038	90.00	10,000	143,469	16,718	9,851	180,038
7	54.00		130,385		1,713	132,098	54.00		130,385		1,713	132,098
8	26.00		14,912		1,601	16,513	26.00		14,912		1,601	16,513
9	86.00		49,794			49,794	86.00		49,794			49,794
10	56.00		117,007		6,796	123,803	56.00		117,007		6,796	123,803
11	160.00		247,376			247,376	160.00		247,376			247,376
12	42.00		94,503			94,503	42.00		94,503			94,503
13	90.00		163,672	19,008		182,680	90.00		163,672	19,008		182,680
14	22.00		28,472			28,472	22.00		28,472			28,472
15	70.00		197,830			197,830	70.00		197,830			197,830
16	8.00		9,785			9,785	8.00		9,785			9,785
17	116.00		235,897	63,950	8,309	308,156	116.00		235,897	63,950	8,309	308,156
18	52.00		58,397	21,973	3,425	83,795	52.00		58,397	21,973	3,425	83,795
19	38.00		90,841	4,861	6,152	101,854	38.00		90,841	4,861	6,152	101,854
20	62.00		65,565	60,638	8,252	134,455	62.00		65,565	60,638	8,252	134,455
Total	1,198.00	10,000	2,014,337	226,922	59,557	2,310,816	1,198.00	10,000	2,014,337	226,922	59,557	2,310,816

Agenda Item IV.C.: Operating Budget Allotments

**TRIAL COURT BUDGET ALLOCATIONS
FY 2015-2016**

**County Judges and Judicial Assistants - General Revenue Fund
Cost Center - 110/111**

Circuit	Approved FY 2014-15					Proposed FY 2015-16				
	FTE	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0					0					0
1	22.00	142,484		63	142,547	22.00	142,484		63	142,547
2	20.00	106,883			106,883	20.00	106,883			106,883
3	14.00	73,398	480		73,878	14.00	69,498	480	3,900	73,878
4	40.00	122,972		6,753	129,725	40.00	122,972		6,753	129,725
5	22.00	96,811	5,760	5,673	108,244	22.00	96,811	5,760	5,673	108,244
6	48.00	183,694		2,425	186,119	48.00	183,694		2,425	186,119
7	30.00	125,567			125,567	30.00	125,567			125,567
8	20.00	64,361	21,120	2,036	87,517	20.00	64,361	21,120	2,036	87,517
9	44.00	156,472			156,472	44.00	156,472			156,472
10	24.00	102,558		5,997	108,555	24.00	102,558		5,997	108,555
11	86.00	397,421	156,480	1,025	554,926	86.00	397,421	156,480	1,025	554,926
12	20.00	44,264	14,400		58,664	20.00	44,264	14,400		58,664
13	34.00	64,258	5,760		70,018	34.00	64,258	5,760		70,018
14	18.00	84,112			84,112	18.00	84,112			84,112
15	38.00	194,993		2,223	197,216	38.00	194,993		2,223	197,216
16	8.00	41,803		2,352	44,155	8.00	41,803		2,352	44,155
17	64.00	179,389			179,389	64.00	179,389			179,389
18	34.00	184,680		8,034	192,714	34.00	184,680		8,034	192,714
19	20.00	72,597			72,597	20.00	72,597			72,597
20	38.00	166,784			166,784	38.00	166,784			166,784
Total	644.00	2,605,501	204,000	36,581	2,846,082	644.00	2,601,601	204,000	40,481	2,846,082

Agenda Item IV.C.: Operating Budget Allotments

**TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-2016**

**Case Management - General Revenue Fund
 Cost Center - 122**

Circuit	Approved FY 2014-15						Proposed FY 2015-16					
	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0						0						0
1	10.00		12,480			12,480	12.00		12,480			12,480
2	4.00		6,089			6,089	6.00		6,089			6,089
3	4.00		15,012			15,012	6.00		15,012			15,012
4	19.00		30,916	924	1,606	33,446	21.00		30,916	924	1,606	33,446
5	9.00	21,313	1,830			23,143	11.00	21,313	1,830			23,143
6	21.50	14,600	24,987			39,587	23.50	14,600	24,987			39,587
7	14.50		30,450			30,450	15.50		30,450			30,450
8	5.00		9,600	1,920		11,520	7.00		9,600	0		9,600
9	16.00		38,031			38,031	19.00		38,031			38,031
10	10.50		16,093			16,093	12.50		16,093			16,093
11	46.00		4,139	20,846		24,985	48.00		4,139	20,846		24,985
12	9.00		11,589			11,589	10.00		11,589			11,589
13	20.00		19,237	86,400		105,637	22.00		19,237	86,400		105,637
14	6.00		13,265			13,265	7.00		13,265			13,265
15	17.00		34,853			34,853	21.00		34,853			34,853
16	5.00		5,655			5,655	6.00		5,655			5,655
17	30.00		35,952	27,648	13,049	76,649	33.00		35,952	27,648	13,049	76,649
18	10.50		19,212			19,212	12.50		19,212			19,212
19	5.00		8,317			8,317	7.00		8,317			8,317
20	16.00		11,917		11,037	22,954	18.00		11,917		11,037	22,954
Total	278.00	35,913	349,624	137,738	25,692	548,967	318.00	35,913	349,624	135,818	25,692	547,047

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS

FY 2015-2016

Magistrates - General Revenue Fund

Cost Center - 123

Circuit	Approved FY 2014-15						Proposed FY 2015-16					
	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0						0						0
1	6.50		6,828			6,828	6.50		6,828			6,828
2	4.00		6,365		941	7,306	4.00		6,365		941	7,306
3	1.00		7,012			7,012	1.00		7,012			7,012
4	13.00		17,818			17,818	13.00		17,818			17,818
5	10.00		25,920			25,920	10.00		25,920			25,920
6	14.25		15,496	38,400		53,896	14.25		15,496	38,400		53,896
7	7.50		21,334			21,334	7.50		21,334			21,334
8	3.00			19,200		19,200	3.00	24,500		0		24,500
9	10.00		39,591			39,591	10.00		39,591			39,591
10	7.00		11,799		1,372	13,171	7.00		11,799		1,372	13,171
11	22.00		7,989	10,286		18,275	22.00		7,989	10,286		18,275
12	7.00		6,835			6,835	7.00		6,835			6,835
13	14.00		8,962	27,000		35,962	14.00		8,962	27,000		35,962
14	3.00		6,298			6,298	3.00		6,298			6,298
15	13.00		38,219			38,219	13.00		38,219			38,219
16	-			58,944		58,944				58,944		58,944
17	17.50		57,279	6,912	6,254	70,445	17.50		57,279	6,912	6,254	70,445
18	7.00		8,298			8,298	7.00		8,298			8,298
19	6.00		12,467		2,520	14,987	6.00		12,467		2,520	14,987
20	10.00		9,460	16,320	7,340	33,120	10.00		9,460	16,320	7,340	33,120
Total	175.75	0	307,970	177,062	18,427	503,459	175.75	24,500	307,970	157,862	18,427	508,759

Agenda Item IV.C.: Operating Budget Allotments

**TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-2016**

**Expert Witness - General Revenue Fund
 Cost Center - 127**

Circuit	Approved FY 2014-15		Proposed FY 2015-16	
	FTE	Expense 040000	FTE	Expense 040000
0				
1				
2				
3				
4				
5				
6	1.00	1,095	1.00	1,095
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
Total	1.00	1,095	1.00	1,095

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS

FY 2015-2016

Court Reporting - General Revenue Fund

Cost Center - 129

Circuit	Approved FY 2014-15						Proposed FY 2015-16					
	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0						0						0
1	18.00		72,102			72,102	18.00		72,102			72,102
2	10.00		36,309			36,309	10.00		36,309			36,309
3	5.00		17,680			17,680	5.00		17,680			17,680
4	1.00		1,286			1,286	1.00		1,286			1,286
5	16.00		19,200			19,200	16.00		19,200			19,200
6	36.00	4,000	67,701			71,701	36.00	4,000	67,701			71,701
7	13.00		47,357			47,357	13.00		47,357			47,357
8	14.00		46,558			46,558	14.00		46,558			46,558
9	36.00		118,276			118,276	36.00		118,276			118,276
10	12.00		13,281			13,281	12.00		13,281			13,281
11	4.00		0			0	4.00		0			0
12	15.00		60,979			60,979	15.00		60,979			60,979
13	3.00		46,522			46,522	3.00		46,522			46,522
14	5.00		19,065			19,065	5.00		19,065			19,065
15	21.75		44,412			44,412	20.75		44,412			44,412
16	5.00		10,216			10,216	5.00		10,216			10,216
17	29.00		59,000	6,048	3,400	68,448	29.00		59,000	6,048	3,400	68,448
18	12.00		37,426			37,426	12.00		37,426			37,426
19	13.00		48,250		2,940	51,190	13.00		48,250		2,940	51,190
20	15.00		14,976		2,112	17,088	15.00		14,976		2,112	17,088
Total	283.75	4,000	780,596	6,048	8,452	799,096	282.75	4,000	780,596	6,048	8,452	799,096

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-2016

Court Interpreting - General Revenue Fund
 Cost Center - 131

Circuit	Approved FY 2014-15					Proposed FY 2015-16				
	FTE	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0					0					0
1					0					0
2					0					0
3					0					0
4					0					0
5	3.00				0	5.00				0
6					0					0
7	3.00	4,454			4,454	3.00	4,454			4,454
8	1.00				0	1.00				0
9	10.00	37,679			37,679	10.00	37,679			37,679
10	6.00	8,928			8,928	6.00	8,928			8,928
11	41.00	28,800			28,800	41.00	28,800			28,800
12					0					0
13	10.00	6,372			6,372	10.00	6,372			6,372
14					0					0
15	13.00	23,144			23,144	13.00	23,144			23,144
16	2.00				0	2.00				0
17	15.50	37,117	4,320		41,437	15.50	37,117	4,320		41,437
18	1.00	411			411	1.00	411			411
19	2.00	6,488			6,488	2.00	6,488			6,488
20	7.00	297		951	1,248	7.00	297		951	1,248
Total	114.50	153,690	4,320	951	158,961	116.50	153,690	4,320	951	158,961

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS

FY 2015-2016

Trial Court Administration - General Revenue Fund

Cost Center - 210

Circuit	Approved FY 2014-15							Proposed FY 2015-16						
	FTE	OPS 030000	Expense 040000	OCO 060000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	OPS 030000	Expense 040000	OCO 060000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0							0							0
1	12.00		34,267	6,762	14,016	1,944	56,989	12.00		34,267	6,762	14,016	1,944	56,989
2	9.50		22,076	4,428	11,589		38,093	9.50		22,076	4,428	11,589		38,093
3	8.00		17,325	1,000	4,679	2,081	25,085	8.00		17,325	1,000	4,679	2,081	25,085
4	19.00		62,082	30,739	49,795	3,282	145,898	19.00		62,082	30,739	49,795	3,282	145,898
5	14.00		41,907	6,916	427		49,250	14.00		41,907	6,916	427		49,250
6	23.75	18,000	61,829	12,296	36,693		128,818	23.75	18,000	61,829	12,296	36,693		128,818
7	11.00		40,699	10,126	22,604		73,429	11.00		40,699	10,126	22,604		73,429
8	8.00		31,687	9,221	5,732		46,640	8.00		31,687	9,221	2,352		43,260
9	20.00	162,182	105,178	14,450	44,133		325,943	20.00	162,182	105,178	14,450	44,133		325,943
10	13.00		42,469	10,759	11,863		65,091	13.00		42,469	10,759	11,863		65,091
11	38.00		49,159	68,000	120,808		237,967	38.00		49,159	68,000	120,808		237,967
12	12.00		52,572	10,759	0	190	63,521	12.00		52,572	10,759	0	190	63,521
13	21.00		76,685	22,284	24,000		122,969	21.00		76,685	22,284	24,000		122,969
14	6.00		17,530	7,349	4,320		29,199	6.00		17,530	7,349	4,320		29,199
15	26.00	33,000	54,781	9,221	37,812		134,814	25.00	33,000	54,781	9,221	37,812		134,814
16	5.00		16,048	3,074	2,400		21,522	5.00		16,048	3,074	2,400		21,522
17	22.00		51,204	34,907	53,581	10,236	149,928	22.00		51,204	34,907	53,581	10,236	149,928
18	12.25		34,574	15,370	17,837		67,781	12.25		34,574	15,370	17,837		67,781
19	8.00		18,726	3,074	28,906	3,001	53,707	8.00		18,726	3,074	28,906	3,001	53,707
20	12.00		20,643	6,148	63,639	14,721	105,151	12.00		20,643	6,148	63,639	14,721	105,151
Total	300.50	213,182	851,441	286,883	554,834	35,455	1,941,795	299.50	213,182	851,441	286,883	551,454	35,455	1,938,415

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS

FY 2015-2016

Drug Court Case Management - General Revenue Fund

Cost Center - 217

Circuit	Approved FY 2014-15		Proposed FY 2015-16	
	FTE	Expense 040000	FTE	Expense 040000
0				
1	1.00	4,936	1.00	4,936
2		2,455		2,455
3	1.00	3,018	1.00	3,018
4	1.00	8,429	1.00	8,429
5	1.00	5,397	1.00	5,397
6		3,763		3,763
7	2.00	8,909	2.00	8,909
8		3,920		3,920
9	2.00	8,909	2.00	8,909
10		2,414		2,414
11	2.00	1,229	2.00	1,229
12	2.00	3,447	2.00	3,447
13	1.00	5,875	1.00	5,875
14	1.00	1,958	1.00	1,958
15	1.00	3,637	1.00	3,637
16	2.00	2,612	2.00	2,612
17	1.00	3,840	1.00	3,840
18	2.00	8,075	2.00	8,075
19	2.00	7,876	2.00	7,876
20		3,014		3,014
Total	22.00	93,713	22.00	93,713

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS

FY 2015-2016

Post Conviction Trial Court Law Clerks - General Revenue Fund

Cost Center - 257

Circuit	Approved FY 2014-15		Proposed FY 2015-16	
	FTE	Expense 040000	FTE	Expense 040000
0				
1	2.00	6,613	2.00	6,613
2	3.00		3.00	
3	1.00	1,117	1.00	1,117
4	2.00		2.00	
5	2.00	1,457	2.00	1,457
6	2.00	457	2.00	457
7	1.50	1,457	1.50	1,457
8	2.00	1,077	2.00	1,077
9	1.00	1,457	1.00	1,457
10	2.00		2.00	
11	3.00		3.00	
12	2.00	1,093	2.00	1,093
13	2.00	1,457	2.00	1,457
14	2.00		2.00	
15	2.00	1,457	2.00	1,457
16				
17	2.00	1,728	2.00	1,728
18	1.00	661	1.00	661
19	1.00	729	1.00	729
20	1.00		1.00	
Total	34.50	20,760	34.50	20,760

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-2016

Trial Court Law Clerks - General Revenue Fund
 Cost Center - 258

Circuit	Approved FY 2014-15						Proposed FY 2015-16					
	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories	FTE	OPS 030000	Expense 040000	Contracted Services 100777	Lease Purchase 105281	Total All Categories
0						0						0
1	7.00		5,949			5,949	7.00		5,949			5,949
2	5.00		7,858			7,858	5.00		7,858			7,858
3	2.00		6,295			6,295	2.00		6,295			6,295
4	11.50		7,639	11,151		18,790	11.50		7,639	11,151		18,790
5	8.00	45,960	13,152	1,680		60,792	8.00	45,960	13,152	1,680		60,792
6	13.00	21,000	10,348	12,280		43,628	13.00	21,000	10,348	12,280		43,628
7	7.00		18,922			18,922	7.00		18,922			18,922
8	4.00		14,120			14,120	4.00		14,120			14,120
9	13.00		9,833			9,833	13.00		9,833			9,833
10	8.00		16,920		3,230	20,150	8.00		20,150		0	20,150
11	22.00		6,783	13,071		19,854	22.00		6,783	13,071		19,854
12	5.00		12,691			12,691	5.00		12,691			12,691
13	14.00		39,367	1,920		41,287	14.00		39,367	1,920		41,287
14	4.00		7,008			7,008	4.00		7,008			7,008
15	9.50		14,858			14,858	9.50		14,858			14,858
16	1.00		679			679	1.00		679			679
17	15.00		30,448	6,912	3,467	40,827	15.00		30,448	6,912	3,467	40,827
18	8.00		7,669			7,669	8.00		7,669			7,669
19	4.00		13,942			13,942	4.00		13,942			13,942
20	9.00		17,168		3,952	21,120	9.00		17,168		3,952	21,120
Total	170.00	66,960	261,649	47,014	10,649	386,272	170.00	66,960	264,879	47,014	7,419	386,272

Agenda Item IV.C.: Operating Budget Allotments

**TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-2016**

**Cost Recovery - Administrative Trust Fund
 Cost Center - 267**

Circuit	Approved FY 2014-15		Proposed FY 2015-16	
	FTE	Expense 040000	FTE	Expense 040000
0				
1				
2				
3				
4				
5				
6			2.00	
7				
8				
9	1.00	3,928	1.00	3,928
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
Total	1.00	3,928	3.00	3,928

Agenda Item IV.C.: Operating Budget Allotments

**TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-2016**

**Mediation Arbitration Services - General Revenue Fund
 Cost Center - 430**

Circuit	Approved FY 2014-15					Proposed FY 2015-16				
	FTE	OPS 030000	Expense 040000	Lease Purchase 105281	Total All Categories	FTE	OPS 030000	Expense 040000	Lease Purchase 105281	Total All Categories
Statewide					0					0
1	3.00		3,521		3,521	3.00		3,521		3,521
2	3.50		8,475		8,475	3.50		8,475		8,475
3	3.00		2,433		2,433	3.00		2,433		2,433
4	9.00		12,033	1,205	13,238	9.00		12,033	1,205	13,238
5	5.00		16,800		16,800	5.00		16,800		16,800
6	7.50	6,400	13,400		19,800	7.50	6,400	13,400		19,800
7	3.00		6,721		6,721	3.00		6,721		6,721
8	4.00		7,693		7,693	4.00		7,693		7,693
9	9.50		39,080		39,080	9.50		39,080		39,080
10	6.00		12,484		12,484	6.00		12,484		12,484
11	11.00		5,700		5,700	11.00		5,700		5,700
12	5.00		24,318		24,318	5.00		24,318		24,318
13	11.00		29,321		29,321	11.00		29,321		29,321
14	4.00		10,038		10,038	4.00		10,038		10,038
15	9.50		14,901	2,163	17,064	9.50		14,901	2,163	17,064
16	3.00		7,560		7,560	3.00		7,560		7,560
17	12.00		31,533	3,467	35,000	12.00		31,533	3,467	35,000
18	6.50		22,336		22,336	6.50		22,336		22,336
19	5.00		17,916		17,916	5.00		17,916		17,916
20	6.00		12,689	3,431	16,120	6.00		12,689	3,431	16,120
Total	126.50	6,400	298,952	10,266	315,618	126.50	6,400	298,952	10,266	315,618

Agenda Item IV.C.: Operating Budget Allotments

**TRIAL COURT BUDGET ALLOCATIONS
 FY 2015-2016**

Due Process Cost Sharing - General Revenue Fund

Approved FY 2014-15				Proposed FY 2015-16			
Court Reporting Cost Center 729		Court Interpreting Cost Center 730		Court Reporting Cost Center 729		Court Interpreting Cost Center 730	
Circuit	FTE	Circuit	FTE	Circuit	FTE	Circuit	FTE
0		0		0		0	
1	4.0	1		1	4.0	1	
2	5.0	2		2	5.0	2	
3	1.0	3		3	1.0	3	
4		4		4		4	
5		5		5		5	
6	2.0	6		6	2.0	6	
7	1.0	7		7	1.0	7	
8	2.0	8		8	2.0	8	
9	8.0	9		9	8.0	9	
10	2.0	10		10	2.0	10	
11		11	11.0	11		11	11.0
12	3.0	12		12	3.0	12	
13	11.0	13		13	11.0	13	
14	2.0	14		14	2.0	14	
15	2.0	15		15	2.0	15	
16	1.0	16		16	1.0	16	
17	2.0	17		17	2.0	17	
18		18		18		18	
19		19		19		19	
20		20		20		20	
Total	46.0	Total	11.0	Total	46.0	Total	11.0

Agenda Item IV.C.: Operating Budget Allotments

TRIAL COURT BUDGET ALLOCATIONS

FY 2015-2016

Post-Adjudicatory Drug Court - General Revenue Fund

Cost Center - 753

FY 2014-15		Proposed FY 2015-16
Circuit	OPS 030000	FTE
0	24,473	
1	34,942	1.0
2		
3		
4		
5	46,033	1.0
6	74,876	2.0
7	34,942	1.0
8		
9	69,884	2.0
10	69,884	2.0
11		
12		
13	115,917	3.0
14		
15		
16		
17	69,884	2.0
18		
19		
20		
Total	540,835	14.0

Agenda Item IV.D. FY 2015-16 Circuit
Allotments – Revise Non-Due Process
Allotments: Senior Judge Days, Civil
Traffic Infraction Hearing Officers,
Additional Compensation to County
Judges, and Mediation

**Agenda Item IV.D.: FY 2015-16 Circuit Allotments –
Revise Non-Due Process Contractual Allotments**

Each year, the FMC and the TCBC review contractual allotments for any new allocations and to consider reallocations due to changes in expenditure trends and variability caused by other factors. The methodologies include the use of a three-year average of expenditures and contacting circuits with proposed allotments for review and comment. Each circuit was provided the proposed FY 2015-16 allotments for Civil Traffic Infraction Hearing Officers, Additional Compensation to County Judges, and Mediation for review and opportunity to provide input.

Circuit level FY 2015-16 contractual authority allotments need to be determined. A vote is required by the TCBC for all issues listed below:

1. Senior Judge Days

In FY 2013-14 and FY 2014-15, the Legislature appropriated to the trial courts funding to support 6,249 senior judge days. Those days were allocated to the circuits based on the official funding methodology of proportionally distributing the days using the daily rate of \$350 (\$355.08 cost per day) and holding 50 days in reserve. The allocation was based on each circuit's judicial need as calculated during the most recent certification process and actual county judges. In addition to the regular senior judge funding, the Legislature appropriated additional funding over the last several years to the trial courts for senior judge support to address backlogged foreclosure cases. Those funds terminated on June 30, 2015.

Issue #1 – Regular Senior Judge Day Appropriation

At the June 2, 2015, meeting, the FMC discussed FY 2015-16 circuit allotments for regular senior judge days based on the official methodology. The proposed FY 2015-16 allocation is based on a rate of \$355.08 per day, holding 50 days in reserve, and using a proportional distribution based on circuit judicial need as calculated during the most recent certification process and actual county judges (**See Attachment A**).

Decision Needed

Option 1: Approve proposed FY 2015-16 circuit allotments.

Option 2: Do not approve and consider an alternative.

Funding Methodology Committee Recommendation: Approve Option 1.

Issue #2 – \$120,000 Special Senior Judge Day Appropriation

At a meeting with Senate staff during the 2015 Legislative Session, OSCA staff were asked if additional senior judge days at the statewide level could be used to increase efficiency in the management of this

element. The OSCA indicated that these resources could be managed at the statewide level. The Legislature appropriated an additional \$120,000 (recurring) for senior judge support. This amount will fund approximately 337 additional senior judge days. At the July 1, 2015, conference call, the FMC discussed the allotment of the special senior judge appropriation (**See Attachment A**).

Decision Needed

Option 1: Place 337 days in reserve to be accessed on a first-come, first-serve basis.

Option 2: Allocate using a different methodology.

Funding Methodology Committee Recommendation: Approve Option 1.

Issue #3 – Reverted FY 2014-15 Regular Senior Judge Day Re-appropriation

On May 5, 2015, Chief Justice Labarga submitted a letter to the Senate President and House Speaker (**See Attachment B**) detailing the impact of the courts' two-year appropriation from the National Mortgage Foreclosure Settlement funds on resolving the backlog of foreclosure cases in the trial courts. Within the letter, Chief Justice Larbarga asked the Legislature to consider re-appropriating any unobligated FY 2014-15 senior judge funds in the FY 2015-16 budget, allowing the work to resolve the foreclosure backlog to continue. In the back of the bill, the Legislature re-appropriated the unexpended funds from the FY 2014-15 appropriation for the compensation of retired judges (non-recurring), and indicated that the appropriation be used for the same purpose, which allows this funding to be used for any division or case type. This funding amounts to a conservative estimate of approximately 1,700 days.

At the July 1, 2015, conference call, the FMC discussed the allotment of the reverted and re-appropriated senior judge days.

Decision Needed

Option 1: Allocate the re-appropriated senior judge days (1,700) based on each circuit's percent of total pending foreclosure cases (**See columns H and I in Attachment A**). Any remaining FY 2014-15 unexpended days beyond the current estimate (1,700) will be placed in the statewide reserve. *Note: Selecting this allocation does not limit the additional 1,700 days to be used for foreclosure cases only.*

Option 2: Allocate all available senior judge days (approximately 8,286), holding 387 days in reserve, and using the current funding methodology based on each circuit's proportion of judicial need and actual county judges and the cost rate of \$355.08 (**See column K and L in Attachment A**). Any remaining unexpended FY 2014-15 days beyond the current estimate (1,700 days) will be placed in the statewide reserve.

Funding Methodology Committee Recommendation: Approve Option 1.

2. Civil Traffic Infraction Hearing Officers (CTIHO)

At the June 2, 2015, meeting, the FMC discussed FY 2015-16 circuit allotments for civil traffic infraction hearing officers.

Option 1: Approve proposed circuit allotments based on maintaining FY 2014-15 circuit allotments (**See Column H in Attachment C**).

Option 2: Approve proposed circuit allotments based on applying the percent of total average contractual expenditures to the total allotment (\$2,123,854) using the three-year average expenditures for each circuit (**See Column I in Attachment C**).

Option 3: Same methodology as Option 2 and including circuit requests (**See Column K in Attachment C**).

Funding Methodology Committee Recommendation: Approve Option 3.

3. Additional Compensation to County Court Judges

At the June 2, 2015, meeting, the FMC discussed FY 2015-16 circuit allotments for additional compensation to county court judges based on the official methodology.

Option 1: Approve proposed FY 2015-16 circuit allotments using the current methodology, which distributes the \$75,000 appropriation (less \$100 in reserve) based on each circuit's percent of the total statewide expenditures using three years of historical expenditure data (**See Attachment D**).

Option 2: Do not approve and consider an alternative.

Funding Methodology Committee Recommendation: Approve Option 1.

4. Mediation

At the June 2, 2015, meeting, the FMC discussed FY 2015-16 circuit allotments for mediation. The methodology for this element utilizes a funding ceiling applied to each circuit (**See Attachment E**). The ceiling is calculated using a standard cost per mediation session held (\$20 for small claims sessions, \$37.50 for other civil sessions, and \$300 for family and dependency sessions) with modifiers applied for coordination, multiple facilities, and the use of volunteers. The proposed contractual allocation is based on three-year average expenditures as long as the circuit's total budget does not exceed the funding ceiling. The three-year maximum number of actual sessions held was used in calculating the funding ceiling. A funding floor based on the total cost of salaries, benefits, and expenses for an Alternative

Dispute Resolution Director, a Mediation Services Coordinator, and an Administrative Assistant I position is also utilized in developing the proposed allotments.

Decision Needed

Option 1: Approve contractual allocation based on the above funding methodology. Place remaining funds in the statewide reserve. This option does not hold circuits exceeding their funding ceiling harmless and reduces their proposed contractual allotment. FTE's were held harmless for all circuits **(See Column I in Attachment E)**.

Option 2: Approve contractual allocation based on the above funding methodology, circuit requests, and holding those circuits above their funding ceiling partially harmless by:

- 1) Reducing the 6th and 13th Circuits' contractual authority by one half the amount in which they exceed their funding ceiling.
- 2) Providing \$38,439 in contractual funds to the 16th Circuit. This amount, in addition to the amount for salaries, benefits, and expenses, will bring the 16th Circuit's FY 2015-16 Estimated Budget to the funding floor (\$208,645).

A 5% cushion was applied to each circuit as long as it did not cause the circuit to exceed its funding ceiling **(See Column K in Attachment E)**.

Place remaining funds in the statewide reserve (Option 1 - \$520,094, Option 2 - \$338,578).

Funding Methodology Committee Recommendation: Approve *Option 2*.

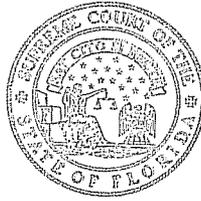
Trial Court Budget Commission
July 10, 2015 Meeting
Senior Judge Days
FY 2015/16 Proposed Contractual Allotment

A	B	C	D	E
				Issue #1
Circuit	FY 2014/15 Number of Days Allocated	FY 2015/16 Percent of Total Judicial Need ¹	FY 2015/16 Proposed Contractual Allotment ²	Net Difference (FY 2015/16 Proposed Contractual Allotment and FY 2014/15 Number of Days Allocated)
1	237	3.9%	236	-1
2	164	2.7%	163	-1
3	91	1.5%	91	0
4	359	6.0%	360	1
5	504	4.9%	504	0
6	442	7.4%	443	1
7	280	4.7%	279	-1
8	142	2.4%	142	0
9	429	7.2%	430	1
10	255	4.2%	251	-4
11	802	13.4%	804	2
12	194	3.2%	194	0
13	407	6.7%	404	-3
14	132	2.2%	132	0
15	338	5.7%	342	4
16	51	0.8%	50	-1
17	583	9.7%	582	-1
18	274	4.6%	273	-1
19	182	3.1%	185	3
20	333	5.6%	334	1
Reserve	50		50	
Issue #2 Additional Days	-		337	
Total Reserve	50		387	
Total	6,249	100.0%	6,586	

Issue #3						
Option 1 - Funding Methodology Committee Recommendation				Option 2		
Foreclosure Cases as of March 2015	Percent of Total Pending Cases	Proposed Additional Allotment (re-appropriated days)	Total Senior Judge Days	FY 2015/16 Percent of Total Judicial Need ¹	Proposed Additional Allotment (re-appropriated days)	Total Senior Judge Days
2,750	2.9%	50	286	3.9%	67	303
1,306	1.4%	24	187	2.7%	46	209
519	0.5%	9	100	1.5%	25	116
5,928	6.3%	107	467	6.0%	103	463
5,543	5.9%	100	604	4.9%	83	587
10,862	11.5%	196	639	7.4%	126	569
4,367	4.6%	79	358	4.7%	79	358
1,089	1.2%	20	162	2.4%	41	183
5,274	5.6%	95	525	7.2%	123	553
2,896	3.1%	52	303	4.2%	72	323
12,021	12.7%	216	1,020	13.4%	228	1,032
3,942	4.2%	71	265	3.2%	54	248
9,237	9.8%	166	570	6.7%	114	518
1,290	1.4%	23	155	2.2%	37	169
5,816	6.2%	105	447	5.7%	97	439
331	0.4%	5	55	0.8%	15	65
9,463	10.0%	170	752	9.7%	165	747
4,536	4.8%	82	355	4.6%	78	351
2,628	2.8%	47	232	3.1%	52	237
4,621	4.9%	83	417	5.6%	95	429
			50			50
			337			337
			387			387
94,419	100.0%	1,700	8,286	100.0%	1,700	8,286

¹ FY 2015/16 percent of total judicial need is based on judicial need weighted caseload for circuit court plus the actual number of county court judges. Total may not be exact due to rounding.

² FY 2015/16 proposed contractual allotment set circuit 5 at 504 and redistributed the remaining days based on an adjusted FY 2014/15 percent of total judicial need.



Supreme Court of Florida

500 South Duval Street
Tallahassee, Florida 32399-1925

JORGE LABARGA
CHIEF JUSTICE
BARBARA J. PARIENTE
R. FRED LEWIS
PEGGY A. QUINCE
CHARLES T. CANADY
RICKY POLSTON
JAMES E.C. PERRY
JUSTICES

JOHN A. TOMASINO
CLERK OF COURT

SILVESTER DAWSON
MARSHAL

May 5, 2015

The Honorable Andy Gardiner
President, The Florida Senate
404 South Monroe Street
Tallahassee, Florida 32399-1100

The Honorable Steve Crisafulli
Speaker, The Florida House of Representatives
402 South Monroe Street
Tallahassee, Florida 32399-1300

Dear President Gardiner and Speaker Crisafulli:

As the fiscal year draws to a close, I want to thank the Legislature for recognizing the impact of the mortgage foreclosure crisis on the state, including Florida's trial courts, and for passing Senate Bill 1852 (Chapter 2013-106, Laws of Florida) during the 2013 Regular Session. As you know, the bill provided the State Courts System a two-year appropriation from the National Mortgage Settlement funds to be used for judicial and case management resources (\$16 million), as well as technology resources (\$5.3 million), to reduce the backlog of foreclosure cases.

I want to provide you with an update on the courts' progress on this important issue. As you may be aware, the mortgage settlement funds must be encumbered by June 30, 2015. At that time, absent additional funding, the courts will not be able to continue their specially focused efforts on foreclosure cases. Since 2008, the courts have resolved more than 1.6 million foreclosure cases and, with the help of those funds and those efforts, we have reduced the backlogged cases from 329,171 (as of June 2013) to 109,706 (as of January 2015).

The Honorable Andy Gardiner
The Honorable Steve Crisafulli
May 5, 2015
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Background

In January 2013, in anticipation of receiving the mortgage settlement funds, the Trial Court Budget Commission established the Foreclosure Initiative Workgroup, whose charge was to develop a solution for bringing foreclosure cases to resolution as soon as reasonably possible, while ensuring the due process rights of litigants. Based on the charge identified, the Workgroup developed the Foreclosure Backlog Reduction Initiative Plan (“Initiative”), comprised of a budgetary request and proposed process improvements, including:

- More active judicial or quasi-judicial case management and adjudication, including the expanded use of general magistrates;
- Additional senior judge and case management resources;
- Deployment of technology resources in the form of electronic case management systems to allow judges to manage cases, view documents, and issue court orders through the systems; and
- Case management strategies for improving the fair and timely processing of foreclosure cases.

On June 21, 2013, the Supreme Court issued Administrative Order AOSC13-28, directing each of the 20 judicial circuits to develop a case management plan based on the following six components identified as essential to successful case processing: 1) optimizing existing and additional resources; 2) using a one-to-one ratio of case managers to judges and general magistrates; 3) targeting the oldest cases first; 4) expediting the resolution of uncontested cases; 5) implementing docket control policies; and 6) monitoring adopted performance measures to track progress.

To execute their case management plans, some circuits used senior judges to assist with case processing, while others elected to employ general magistrates. All circuits used additional case managers, relying heavily on their role in moving cases forward. In addition, all circuits strategically deployed technology, in the form of electronic case management systems, to assist the courts in efficiently moving cases to disposition.

The Honorable Andy Gardiner
The Honorable Steve Crisafulli
May 5, 2015
Page 3

In addition to internal process improvements, the trial courts benefitted from the requirement set forth in Supreme Court Administrative Order AOSC13-28, which directed the 67 clerks of the circuit court to provide the courts with case specific data in order to calculate statistics on time to disposition, age of pending cases, and clearance rates on all foreclosure cases filed in Florida's courts. This data has been used to develop a web-based dashboard of performance measures and dockets that allow judges and court staff to closely track case progress and improve data quality. The Supreme Court has recognized the value of the foreclosure case-related data elements provided by the clerks and on April 1, 2015, issued Administrative Order AOSC15-9, which continues the clerks' reporting requirements.

Current Climate of Foreclosure Case Processing

Through implementation of the case management plans described above and careful stewardship of the appropriated funds, the courts made considerable progress in reducing the backlog of mortgage foreclosure cases since the start of the Initiative in July 2013. However, the number of cases disposed by the courts has slowed in the last several months, due in part to the complex nature of the cases remaining on the dockets. Additionally, the February 2015 Article V Revenue Estimating Conference has determined that the foreclosure crisis is not over, identifying a "shadow inventory" of more than 100,000 delinquent mortgages that will most likely add to the courts' backlog over the next three years.

With regard to remaining mortgage settlement funds, Chapter 2013-106, Laws of Florida, provides that appropriated funds must be encumbered by June 30, 2015. Any funds that remain undisbursed must be transferred to the State Housing Trust Fund within the Department of Economic Opportunity. It is anticipated that the courts will have minimal funds reverting back to the state.

Plan Going Forward

The court system did not submit a fiscal year 2015-16 legislative budget request ("LBR") specifically for foreclosure resources. At the time we submitted the LBR last fall, filings and the shadow inventory appeared to be trending downward, closer to normal levels. We now know that the numbers in many circuits will still be much higher at the end of the fiscal year than the normal level

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The Honorable Steve Crisafulli
May 5, 2015
Page 4

of pending cases, even before foreclosure cases are filed as part of the shadow inventory.

Cognizant of the valuable role that case managers have played in facilitating the processing of foreclosure cases, the courts did request funding for case managers to be used in targeted court divisions. While the expiration of the two-year mortgage settlement funds will result in the loss of case managers, general magistrates, and senior judges, the court system is committed to continuing to efficiently resolve foreclosure cases.

On July 1, 2015, case management, general magistrate, and senior judge resources will return to pre-Initiative levels, barring any additional appropriations. Mortgage foreclosure cases remaining on court dockets will likely be absorbed into the regular civil divisions and processed in the traditional manner, which is expected to impact case processing time.

The courts note that the Senate included \$120,000 in its fiscal year 2015-16 budget for additional senior judge resources. This funding would provide the trial courts with 337 more senior judge days that could potentially be used for foreclosure cases. In comparison, the courts will have used approximately 12,000 senior judge days over the two-year period of the Initiative. However, any additional senior judge days in the budget will allow us to continue to address some of the problem areas remaining in the state after June 30.

The courts also note that the House of Representatives included \$2,900,000 in its fiscal year 2015-16 budget to fund 47 case managers for the trial courts. This funding would provide the trial courts with resources to partially address case management needs in some divisions, including the civil division where foreclosure cases are heard.

With the impending expiration of the mortgage settlement funds, we estimate that nearly all of the Initiative resources dedicated to senior judge assistance will be expended. Distinct from the special foreclosure senior judge resources, the Legislature annually provides the courts with an appropriation of regular senior judge funding to help, for example, when a sitting judge is on extended medical leave or when there is a vacancy. In years prior to receiving special senior judge funding, the trial courts have used most of the regular senior

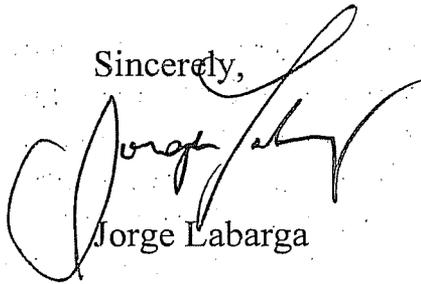
The Honorable Andy Gardiner
The Honorable Steve Crisafulli
May 5, 2015
Page 5

judge allotment. This year, funding for approximately 2,000 regular senior judge days is estimated to revert to the state. This relatively large reversion of regular senior judge days will occur because circuits used available senior judges first for foreclosure cases. This resulted in a substantial reduction in the pool of available senior judges for non-foreclosure cases. Senior judges are critical to the efficient operation of the courts, and we simply do not have enough senior judges available for the need throughout the state. The statutory restrictions on reemployment, which require judges to wait one full year following retirement before being available for part-time work, have limited the pool.

Rather than having these regular senior judge days revert, the Legislature may wish to consider re-appropriating these unobligated senior judge funds in the fiscal year 2015-16 budget – as a one-time, non-recurring addition to the court system's ordinary appropriation of regular senior judge funds. By increasing the funding available for senior judge days during the transition to what will hopefully be more normal levels of foreclosure filings in the future, the Legislature will allow the courts to continue to prioritize foreclosure cases. The Legislature also may wish to consider allowing any of the mortgage settlement funds appropriated to the courts which are unobligated by June 30 to remain in the court system's budget rather than be transferred to the State Housing Trust Fund.

The courts appreciate the additional resources received from the Legislature as part of the National Mortgage Settlement funds and continue to make considerable progress toward eliminating the backlog of foreclosure cases. We welcome the opportunity to discuss this matter further should you have any questions.

Sincerely,



Jorge Labarga

JL/EM/lh/dgh

cc: The Honorable Tom Lee
The Honorable Richard Corcoran
The Honorable Joe Negron
The Honorable Larry Metz

**Trial Court Budget Commission
July 10, 2015, Meeting
Civil Traffic Infraction Hearing Officers
FY 2015/16 Proposed Contractual Allotment Options**

A	B	C	D	E	F	G	H	I	J	K	L
							FY 2015/16 Proposed Contractual Allotment				
Circuit	FY 2014/15 Beginning Contractual Allotment	FY 2012/13 Contractual Expenditures	FY 2013/14 Contractual Expenditures	FY 2014/15 Estimated Contractual Expenditures¹	Three Year Average Contractual Expenditures (FY 2012/13 to FY 2014/15 Estimated Contractual Expenditures)	Percent of Total Average Contractual Expenditures (FY 2012/13 to FY 2014/15 Estimated Contractual Expenditures)	Option 1 Maintain FY 2014/15 Allotment²	Option 2 Based on Percent of Average Expenditures²	Percent Difference (FY 2014/15 Beginning Contractual Allotment and Option 2)	FMC Recommendation Option 3: Circuit Requests²	Percent Difference (FY 2014/15 Beginning Contractual Allotment and Option 2)
1	\$10,575	\$10,190	\$9,225	\$9,594	\$9,670	0.5%	\$10,575	\$11,074	4.7%	\$11,060	4.6%
2	\$27,439	\$23,831	\$21,769	\$16,493	\$20,698	1.1%	\$27,439	\$23,704	-13.6%	\$23,674	-13.7%
3	\$5,169	\$5,974	\$5,343	\$5,302	\$5,540	0.3%	\$5,169	\$6,344	22.7%	\$6,336	22.6%
4	\$54,221	\$48,200	\$55,800	\$54,080	\$52,693	2.8%	\$54,221	\$60,346	11.3%	\$60,347	11.3%
5	\$63,554	\$60,098	\$64,706	\$63,814	\$62,873	3.4%	\$63,554	\$72,004	13.3%	\$71,914	13.2%
6	\$67,172	\$59,028	\$59,870	\$54,295	\$57,731	3.1%	\$67,172	\$66,116	-1.6%	\$66,033	-1.7%
7	\$78,182	\$69,000	\$69,000	\$60,239	\$66,080	3.6%	\$78,182	\$75,677	-3.2%	\$75,582	-3.3%
8	\$63,574	\$60,423	\$62,258	\$48,750	\$57,144	3.1%	\$63,574	\$65,443	2.9%	\$65,361	2.8%
9	\$219,964	\$198,798	\$194,769	\$187,400	\$193,656	10.4%	\$219,964	\$221,782	0.8%	\$221,504	0.7%
10	\$26,061	\$23,538	\$23,725	\$22,181	\$23,148	1.2%	\$26,061	\$26,510	1.7%	\$26,477	1.6%
11	\$751,974	\$683,000	\$627,850	\$602,290	\$637,713	34.4%	\$751,974	\$730,332	-2.9%	\$729,419	-3.0%
12	\$55,058	\$49,000	\$49,000	\$47,775	\$48,592	2.6%	\$55,058	\$55,649	1.1%	\$55,579	0.9%
13	\$145,482	\$122,880	\$127,860	\$121,466	\$124,069	6.7%	\$145,482	\$142,088	-2.3%	\$141,910	-2.5%
14	\$18,071	\$16,235	\$15,343	\$12,984	\$14,854	0.8%	\$18,071	\$17,011	-5.9%	\$19,572	8.3%
15	\$142,935	\$122,743	\$117,579	\$88,644	\$109,655	5.9%	\$142,935	\$125,581	-12.1%	\$125,424	-12.3%
16	\$26,216	\$23,646	\$24,605	\$27,406	\$25,219	1.4%	\$26,216	\$28,882	10.2%	\$28,846	10.0%
17	\$262,509	\$239,944	\$247,258	\$264,290	\$250,497	13.5%	\$262,509	\$286,879	9.3%	\$286,520	9.1%
18	\$13,637	\$11,475	\$12,500	\$13,332	\$12,436	0.7%	\$13,637	\$14,242	4.4%	\$14,224	4.3%
19	\$26,508	\$21,500	\$27,876	\$33,621	\$27,666	1.5%	\$26,508	\$31,684	19.5%	\$31,644	19.4%
20	\$65,553	\$60,213	\$57,602	\$45,923	\$54,579	2.9%	\$65,553	\$62,506	-4.6%	\$62,428	-4.8%
Total	\$2,123,854	\$1,909,716	\$1,873,938	\$1,779,879	\$1,854,511	100.0%	\$2,123,854	\$2,123,854	0.0%	\$2,123,854	0.0%

¹ FY 2014/15 estimated contractual expenditures are based on actual expenditure data from July 2014 through April 2015 and includes an estimate for the remaining months and for certified forwards.

² The FY 2015/16 proposed contractual allotment for option 1 is based on FY 2014/15 beginning contractual allotment. Option 2 applies the percent of total average contractual expenditures to the total FY 2014/15 beginning contractual allotment. Option 3 applies the same methodology as Option 2; however, sets the 4th Circuit to \$60,346 and the 14th Circuit to \$19,571 based on their requested amounts.

Trial Court Budget Commission
July 10, 2015, Meeting
Additional Compensation for County Judges
FY 2015/16 Proposed Contractual Allotment

A	B	C	D	E	F	G	H	I
Circuit	FY 2014/15 Beginning Contractual Allotment	FY 2012/13 Contractual Expenditures	FY 2013/14 Contractual Expenditures	FY 2014/15 Estimated Contractual Expenditures ¹	Total Contractual Expenditures (FY 2012/13 to FY 2014/15 Estimated Contractual Expenditures)	Percent of Total Contractual Expenditures (FY 2012/13 to FY 2014/15 Estimated Contractual Expenditures)	FMC Recommendation: FY 2015/16 Proposed Contractual Allotment Using Current Methodology ²	Percent Difference (FY 2014/15 Beginning Contractual Allotment and FY 2015/16 Proposed Contractual Allotment Using Current Methodology)
1	\$2,322	\$2,313	\$1,936	\$2,125	\$6,374	3.0%	\$2,209	-4.9%
2	\$1,663	\$1,384	\$1,483	\$1,428	\$4,295	2.0%	\$1,489	-10.5%
3	\$7,410	\$5,437	\$8,452	\$6,425	\$20,314	9.4%	\$7,043	-5.0%
4	\$1,562	\$663	\$3,068	\$2,015	\$5,746	2.7%	\$1,992	27.5%
5	\$511	\$133	\$249	\$298	\$680	0.3%	\$236	-53.8%
6	\$4,387	\$2,848	\$5,822	\$6,580	\$15,250	7.1%	\$5,287	20.5%
7	\$3,776	\$2,742	\$3,292	\$5,102	\$11,136	5.2%	\$3,861	2.3%
8	\$3,952	\$3,847	\$3,670	\$2,146	\$9,663	4.5%	\$3,350	-15.2%
9	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	NA
10	\$2,516	\$2,480	\$2,251	\$3,979	\$8,710	4.0%	\$3,020	20.0%
11	\$12,697	\$16,359	\$11,042	\$12,275	\$39,676	18.4%	\$13,756	8.3%
12	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	NA
13	\$16,972	\$11,328	\$14,843	\$18,142	\$44,313	20.5%	\$15,364	-9.5%
14	\$878	\$756	\$980	\$1,466	\$3,202	1.5%	\$1,110	26.4%
15	\$821	\$1,100	\$407	\$608	\$2,115	1.0%	\$733	-10.7%
16	\$1,892	\$1,548	\$1,509	\$2,839	\$5,896	2.7%	\$2,044	8.0%
17	\$2,089	\$2,034	\$1,728	\$1,530	\$5,292	2.4%	\$1,835	-12.2%
18	\$110	\$0	\$105	\$174	\$279	0.1%	\$97	-11.8%
19	\$1,135	\$1,009	\$2,360	\$2,246	\$5,615	2.6%	\$1,947	71.5%
20	\$10,207	\$6,882	\$9,156	\$11,440	\$27,478	12.7%	\$9,527	-6.7%
Reserve	\$100	\$0	\$0	\$0			\$100	
Total	\$75,000	\$62,863	\$72,353	\$80,818	\$216,034	100.0%	\$75,000	0.0%

¹ FY 2014/15 estimated contractual expenditures is based on actual expenditure data from July 2014 to April 2015 and includes an estimate for the remaining months and for certified forwards. The FY 2014/15 estimate also includes uncompensated expenditures for circuits 6, 7, 10, 14, 16, 18, and 19. Circuit 1 FY 2014/15 Estimated Expenditures are the average of FY 2012/13 and FY 2013/14 actual expenditures.

² FY 2015/16 proposed contractual allotment using current methodology distributes \$75,000 based on the percent of total contractual expenditures.

**Trial Court Budget Commission
July 10, 2015, Meeting
Mediation Arbitration Services
FY 2015/16 Funding Ceiling Table**

A	B	C	D	E	F	G	H	I	J
Circuit	Maximum Sessions Held ¹					Funding Methodology			
	Small Claims	Other County Civil	Family	Dependency	Total Projected Sessions Held	Direct Mediation Services ²	Number of Facilities	Coordination/Volunteer/Pro Bono/Multi-Facility Adjustments ³	FY 2015/16 Funding Ceiling ⁴
1	582	29	447	152	1,210	\$192,428	6	\$86,593	\$279,021
2	873	24	596	109	1,602	\$229,860	7	\$103,437	\$333,297
3	348	0	324	125	797	\$141,660	7	\$63,747	\$205,407
4	747	149	1,284	57	2,237	\$422,828	3	\$169,131	\$591,959
5	1,338	115	1,251	1,008	3,712	\$708,773	6	\$318,948	\$1,027,721
6	2,100	41	1,356	374	3,871	\$562,538	6	\$253,142	\$815,680
7	867	177	788	0	1,832	\$260,378	6	\$117,170	\$377,548
8	484	65	705	79	1,333	\$247,318	6	\$111,293	\$358,611
9	3,836	523	3,132	86	7,577	\$1,061,733	3	\$424,693	\$1,486,426
10	251	303	1,056	164	1,774	\$382,383	5	\$172,072	\$554,455
11	2,793	2,308	3,454	434	8,989	\$1,308,810	8	\$588,965	\$1,897,775
12	1,157	102	724	60	2,043	\$262,165	6	\$117,974	\$380,139
13	1,537	267	2,278	95	4,177	\$752,653	2	\$301,061	\$1,053,714
14	569	155	390	282	1,396	\$218,793	7	\$98,457	\$317,250
15	3,074	970	2,070	818	6,932	\$964,255	4	\$433,915	\$1,398,170
16	116	5	90	38	249	\$40,908	3	\$18,409	\$59,317
17	3,893	1,358	1,702	752	7,705	\$864,985	4	\$389,243	\$1,254,228
18	1,228	183	1,656	168	3,235	\$578,623	4	\$260,380	\$839,003
19	476	174	764	174	1,588	\$297,445	5	\$133,850	\$431,295
20	3,228	88	1,852	260	5,428	\$701,460	7	\$315,657	\$1,017,117
Total	29,497	7,036	25,919	5,235	67,687	\$10,199,996	105	\$4,478,137	\$14,678,133

¹ Maximum sessions held reflects the maximum number of actual sessions held over a three year period.

² Direct mediation services is the sum of median cost of a session multiplied by the average number of hours per session multiplied by the maximum sessions held for small claims, other county civil, family, and dependency. For example, the dollars required to provide direct mediation services for the First Circuit is: \$20*1 hour*582*maximum small claims sessions held plus \$25*1.5 hours*29 maximum other county civil sessions held plus \$100*3 hours*447 maximum family sessions held plus \$100*3 hours*152 maximum dependency sessions held totaling \$192,428.

³ Coordination/volunteer/pro bono/multi-facility apply adjustments to direct mediation services. All circuits receive a 50% increase for coordination and a 20% reduction for volunteer and pro bono. The multi-facility adjustment includes a 10% increase for circuits with 2 to 3 facilities and a 15% increase for the 16th circuit and circuits with 4 or more facilities. Totals may not be exact due to rounding.

⁴ FY 2015/16 funding ceiling is the sum of direct mediation services and the coordination/volunteer/pro bono/multi-facility adjustments.

**Trial Court Budget Commission
July 10, 2015, Meeting
Mediation Arbitration Services
FY 2015/16 Proposed Contractual Allotment Options**

A	B	C	D	E	F	G	H	I	J	K	L
								FY 2015/16 Proposed Contractual Allotment			
Circuit	FY 2014/15 Beginning Contractual Allotment	FY 2014/15 FTE Allotment ¹	FY 2014/15 Salaries, Benefits, & Expenses ¹	Three Year Average Contractual Expenditures (FY 2012/13 to FY 2014/15 Estimated Contractual Expenditures)	FY 2015/16 Estimated Budget ²	FY 2015/16 Funding Ceiling ³	Amount Under/Over (-) FY 2015/16 Funding Ceiling (Ceiling minus Estimated Budget)	Option 1 Current Methodology ⁴	Percent Difference (Current Methodology and FY 2014/15 Beginning Contractual Allotment)	FMC Recommendation: Option 2 Partially Held Harmless and Circuit Requests ⁴	Percent Difference (Partially Held FY 2014/15 Beginning Contractual Allotment)
1	\$89,606	3	\$160,796	\$87,668	\$248,464	\$279,021	\$30,557	\$87,668	-2.2%	\$92,051	2.7%
2	\$114,936	3.5	\$205,051	\$115,213	\$320,264	\$333,297	\$13,033	\$115,213	0.2%	\$120,974	5.3%
3	\$21,898	3	\$180,028	\$18,188	\$198,216	\$205,407	\$7,191	\$18,188	-16.9%	\$19,097	-12.8%
4	\$0	9	\$568,624	\$0	\$568,624	\$591,959	\$23,335	\$0	NA	\$0	NA
5	\$122,814	5	\$377,327	\$128,685	\$506,012	\$1,027,721	\$521,709	\$128,685	4.8%	\$135,119	10.0%
6	\$421,249	7.5	\$430,508	\$465,790	\$896,298	\$815,680	-\$80,618	\$385,172	-8.6%	\$425,481	1.0%
7	\$94,150	3	\$198,910	\$87,600	\$286,510	\$377,548	\$91,038	\$87,600	-7.0%	\$91,980	-2.3%
8	\$46,950	4	\$269,337	\$50,165	\$319,502	\$358,611	\$39,109	\$50,165	6.8%	\$52,673	12.2%
9	\$586,200	9.5	\$563,512	\$530,655	\$1,094,167	\$1,486,426	\$392,259	\$530,655	-9.5%	\$557,188	-4.9%
10	\$33,246	6	\$320,949	\$40,323	\$361,272	\$554,455	\$193,183	\$40,323	21.3%	\$42,339	27.4%
11	\$64,366	11	\$753,683	\$67,988	\$821,671	\$1,897,775	\$1,076,104	\$67,988	5.6%	\$71,387	10.9%
12	\$4,153	5	\$356,657	\$2,120	\$358,777	\$380,139	\$21,362	\$2,120	-49.0%	\$2,226	-46.4%
13	\$458,221	11	\$637,192	\$429,453	\$1,066,645	\$1,053,714	-\$12,931	\$416,522	-9.1%	\$422,988	-7.7%
14	\$25,758	4	\$257,901	\$28,099	\$286,000	\$317,250	\$31,250	\$28,099	9.1%	\$29,504	14.5%
15	\$101,594	9.5	\$612,455	\$89,706	\$702,161	\$1,398,170	\$696,009	\$89,706	-11.7%	\$94,191	-7.3%
16	\$0	3	\$170,206	\$0	\$170,206	\$59,317	\$0	\$0	NA	\$38,439	N/A
17	\$86,224	12	\$790,335	\$90,410	\$880,745	\$1,254,228	\$373,483	\$90,410	4.9%	\$94,931	10.1%
18	\$126,888	6.5	\$421,137	\$119,551	\$540,688	\$839,003	\$298,315	\$119,551	-5.8%	\$125,529	-1.1%
19	\$4,739	5	\$315,556	\$3,918	\$319,474	\$431,295	\$111,821	\$3,918	-17.3%	\$4,114	-13.2%
20	\$481,457	6	\$310,712	\$465,754	\$776,466	\$1,017,117	\$240,651	\$465,754	-3.3%	\$489,042	1.6%
Reserve	\$363,382							\$520,094		\$338,578	
Total	\$3,247,831	126.5	\$7,900,876	\$2,821,286	\$10,722,162	\$14,678,133	\$4,066,860	\$3,247,831		\$3,247,831	

¹ FY 2014/15 FTE allotment, salaries and benefits are based on April 2015 circuit payroll projections. In addition, expenses include OPS for circuit 6 and lease purchase in circuits 4, 15, 17, and 20.

² FY 2015/16 estimated budget is the sum of FY 2014/15 salaries, benefits, & expenses and three year average contractual expenditures.

³ FY 2015/16 funding ceiling is the sum of direct mediation services and the coordination/volunteer/pro bono/multi-facility adjustments.

⁴ FY 2015/16 proposed contractual allotment Option 1 is based on the three year average contractual expenditures as long as the proposed contractual allotment does not cause a circuit to exceed the ceiling calculation. Option 2 is the same as option 1, but provides a 5 percent increase as long as the increase does not cause a circuit to exceed the ceiling calculation. For circuits 6 and 13, option 2 reduces the amount over the ceiling by one half and provides \$38,439 to Circuit 16 based on the amount of contractual funding needed to reach the approved funding floor (\$208,645).

**Trial Court Budget Commission
 July 10, 2015, Meeting
 Mediation Arbitration Services
 Contractual Expenditures
 FY 2012/13 through Estimated FY 2014/15**

A	B	C	D
Circuit	FY 2012/13 Contractual Expenditures	FY 2013/14 Contractual Expenditures	FY 2014/15 Estimated Contractual Expenditures ¹
1	\$88,838	\$82,200	\$91,967
2	\$104,880	\$117,700	\$123,058
3	\$23,268	\$14,867	\$16,430
4	\$0	\$0	\$0
5	\$156,498	\$107,134	\$122,423
6	\$456,362	\$442,903	\$498,106
7	\$87,600	\$87,600	\$87,600
8	\$44,346	\$47,088	\$59,061
9	\$579,421	\$515,060	\$497,483
10	\$36,991	\$35,592	\$48,385
11	\$61,452	\$74,349	\$68,162
12	\$3,780	\$2,580	\$0
13	\$441,968	\$443,465	\$402,925
14	\$7,420	\$36,883	\$39,995
15	\$89,550	\$101,600	\$77,968
16	\$0	\$0	\$0
17	\$79,163	\$97,798	\$94,268
18	\$121,290	\$112,295	\$125,067
19	\$5,200	\$3,500	\$3,055
20	\$463,550	\$458,947	\$474,764
Total	\$2,851,577	\$2,781,561	\$2,830,717

¹ FY 2014/15 estimated contractual expenditures is based on actual expenditure data from July 2014 to April 2015 and includes an estimate for certified forwards.

Agenda Item IV.E. FY 2015-16 Circuit
Allotments – Revise Due Process
Contractual Allotments:

1. Due Process Management and
Strategy Issues

2. Court Interpreting, Expert Witnesses,
Court Reporting, and Cost Recovery

Agenda Item IV.E.1.: Revise Due Process Contractual Allotments – Due Process Management and Strategy Issues

Background

Over the past year, there have been some concerning trends identified that relate to the due process budgets of the trial courts. In particular, although circuit and county due process-related cases have been declining, some circuits are experiencing increased expenditures. Most recently, multiple circuits with due process deficits sought access to the statewide due process reserve that the TCBC manages. As a result, the FY 2014-15 reserve was depleted, and the TCBC activated steps to replenish the reserve through a transfer of unobligated funds from the circuits (**See history of reserve and reversions in Attachment A and Attachment B**).

At the April 12, 2015, TCBC Executive Committee meeting, members discussed this topic extensively, addressing expert witness, court interpreting, and court reporting issues. Among the observations were:

- Some circuits report that they are experiencing a shift in expert witness costs as public defenders forego confidentiality in favor of having courts order and pay for the competency evaluations.
- Circuits have different models and practices for delivering court reporting services. For example, some rely more heavily on stenography while others prefer digital technology, and some circuits use a staffing model while others prefer a contractual model. In addition, Supreme Court Administrative Order 10-1 provides for variations in the types of proceedings for which stenography or digital court reporting is used based on best practices, rather than standards.
- There are instances in which, under the state’s policy of having the public defenders and state attorneys share costs with the courts, the level of court reporting transcription services provided by the courts to the public defenders and state attorneys does not match the amount of funds transferred to the court system’s budget from the respective entities.

The members of the TCBC Executive Committee believe the provision of due process services merits thorough study in order to better position the TCBC to make decisions on due process legislative budget requests, the allocation of funds among the circuits, and management of the statewide reserve. Recognizing that the provision of these services presents both fiscal and policy considerations, the members recommend a joint workgroup with representatives from the Commission on Trial Court Performance and Accountability (TCP&A) and the TCBC.

The chairs of the TCBC and the TCP&A have created a joint workgroup (**See Attachments C, D, and E**), comprised of four members from each commission. The scope of the workgroup could include: cataloging due process delivery practices among the circuits; considering the extent to which, where there are not currently statewide standards, due process standards should be employed; identifying drivers affecting expenditures and techniques to manage costs; reviewing circuit practices under the cost-sharing relationship with public defenders and state attorneys; developing ideas for consideration by TCBC’s Funding Methodology Committee on ways to approach allocation of resources; and exploring ways to enhance the estimation of due process funding needs for the courts and its justice system partners to the Legislature.

However, in the interim, the FMC needed to consider the concerning trends as it develops its FY 2015-16 due process allocation recommendations. The Executive Committee advised the FMC not to make fundamental changes in the current allocation methodologies for due process in anticipation of the recommendations from the workgroup, but consider increasing the amount held in reserve. This will assist in reducing the need to ask the circuits to return allocations and limit reversions. The FMC discussed this issue at their June 2, 2015, meeting and July 1, 2015, conference call.

Short Term

The information is provided for consideration in approvals of the FY 2015-16 due process allocations.

Long Term

The joint due process workgroup will address operational and funding issues in a more comprehensive manner. The findings and recommendations of the Workgroup may impact the development of future LBR and allocation methodologies.

Decisions Needed

No action needed. For discussion purposes and consideration in the due process allocations in Agenda Item IV.E.2.

Distribution of Due Process Funds

Oftentimes, at the end of the fiscal year, the judicial branch reverts due process funds to the state. Over the last 5 years, we have reverted approximately \$9.5 million (**See Attachment B**). This year, the due process reserve has been exhausted and circuits were asked to return estimated unexpended funds to replenish the reserve. In order to better manage end-of-year reversions and strengthen the reserve, a change to circuit distribution practices may be considered.

The Funding Methodology Committee discussed this at their June 2, 2015, meeting. The Executive Committee discussed this issue at their June 7, 2015, conference call.

Option 1: Distribute 75% of circuit allotments at the beginning of the fiscal year and the remaining 25% at the beginning of the last quarter (on April 1) based on expenditures-to-date and assessed need. A plan for disbursing the remaining 25% and addressing deficits in advance of the April 1 distribution would need to be developed.

Option 2: Maintain 100% of the due process funds at the state level and allocate to circuits as requested using the traditional allocation methodology to determine an allowance for each circuit's budget.

Option 3: Consider other option.

Funding Methodology Committee Recommendation

The Funding Methodology Committee voted to recommend *Option 1* at their June 2, 2015, meeting.

Executive Committee Decision: Approved *Option 1*. Directed Budget Management Committee to develop a plan to implement the decision.

Decision Needed

Option 1: Endorse the Executive Committee's decision.

Option 2: Overturn the Executive Committee's decision.

Historical Overview of Due Process Reserve and Deficits

Fiscal Year	Total Due Process Reserve	Total Due Process Deficits Funded from Reserve
FY 09-10	1,129,349	27,084
FY 10-11	929,349	80,000
FY 11-12	948,749	55,168
FY 12-13	1,596,469	0
FY 13-14	449,741	265,765
FY 14-15*	1,166,179	644,877

*Includes \$508,884 circuit transfers from the unobligated due process exercise.

**State Courts System
 Due Process Costs Reversions
 General Revenue**

A	B	C	D	E	F	G
Fiscal Year	Appropriation	Total Expenditures with Certified Forwards	% Expended	Total Reversion	Year End Spending Plan and Other Actions	Reversion without Year End Spending Plan and Other Actions
FY 05-06	16,735,099	15,950,130	95%	784,969	1,233,071	2,018,040
FY 06-07	19,370,292	18,245,752	94%	1,124,540	0	1,124,540
FY 07-08	21,274,196	19,181,503	90%	2,092,693	0	2,092,693
FY 08-09	20,137,212	18,879,560	94%	1,257,652	1,446,001	2,703,653
FY 09-10	20,057,164	18,644,292	93%	1,412,872	1,383,962	2,796,834
FY 10-11	19,962,266	16,607,408	83%	3,354,858	0	3,354,858
FY 11-12	19,940,601	17,535,161	88%	2,405,440	0	2,405,440
FY 12-13	20,482,643	19,010,049	93%	1,472,594	1,392,782	2,865,376
FY 13-14	20,265,532	19,388,554	96%	876,978	1,510,593	2,387,571
FY 14-15 Estimated	19,635,402	18,216,435	93%	1,418,967	0	1,418,967

FY 10-11 and FY 11-12 unobligated funds were held to mitigate the SCRTF Shortfall.

FY 12-13 includes \$1,392,782 in expenditures for conflict counsel payments

FY 13-14 includes \$500,000 in appropriation and \$2,010,593 in expenditures for conflict counsel payments.



May 4, 2015

The Honorable Diana L. Moreland
Chair, Commission on Trial Court Performance and Accountability
Manatee County Judicial Center
1051 Manatee Avenue West
Bradenton, Florida 34206

Members

*The Honorable Mark Mahon
Chair*

*The Honorable Robert Roundtree, Jr.
Vice-Chair*

Catherine Brunson, Circuit Judge

Ronald Ficarrotta, Circuit Judge

Frederick Lauten, Circuit Judge

J. Thomas McGrady, Circuit Judge

Wayne Miller, County Judge

Debra Nelson, Circuit Judge

Gregory Parker, Circuit Judge

Elijah Smiley, Circuit Judge

Bertila Soto, Circuit Judge

John Stargel, Circuit Judge

Margaret Steinbeck, Circuit Judge

Patricia Thomas, Circuit Judge

Tom Genung, Court Administrator

Sandra Lonergan, Court Administrator

Kathleen Pugh, Court Administrator

Grant Slayden, Court Administrator

Walt Smith, Court Administrator

Mark Weinberg, Court Administrator

Robin Wright, Court Administrator

Ex-Officio Members

*The Honorable Jeffrey Colbath
Florida Conf. of Circuit Court Judges*

*The Honorable Robert Hilliard
Florida Conf. of County Court Judges*

*The Honorable Diana Moreland
Commission on Trial Court Performance
and Accountability*

*The Honorable Susan Schaeffer
Chair Emeritus*

Supreme Court Liaison

Justice James E.C. Perry

Dear Judge Moreland:

The Trial Court Budget Commission (TCBC) has identified some concerning trends relating to the due process budgets of the trial courts. In particular, although circuit and county due process-related filings have been declining, some circuits are experiencing increased expenditures. Most recently, multiple circuits with due process deficits sought access to the statewide due process reserve that the TCBC manages. As a result, the fiscal year 2014-15 reserve is now depleted, and the TCBC has activated steps to replenish the reserve through a transfer of unobligated funds from the circuits.

Members of the TCBC Executive Committee discussed this topic extensively at their meeting on April 12, addressing expert witness, court interpreting, and court reporting issues. Among the observations were:

- Some circuits report that they are experiencing a shift in expert witness costs as public defenders forego confidentiality in favor of having courts pay for the evaluations.
- Circuits have different models and practices for delivering court reporting services. For example, some rely more heavily on stenography while others prefer digital technology, and some circuits use a staffing model while others prefer a contractual model. In addition, Supreme Court Administrative Order 10-1 provides for variations in the types of proceedings for which stenography or digital court reporting is used based on best practices rather than standards.
- There are instances in which, under the state's policy of having the public defenders and state attorneys share costs with the courts, the level of court reporting transcription services provided by the courts to the public defenders and state attorneys does not match the amount of funds transferred to the court system's budget from them.
- The areas of concern in order of priority appear to be:
 - Expert witnesses;
 - Court interpreting; and
 - Court reporting.

The members of the TCBC Executive Committee believe the provision of due process services merits thorough study in order to better position the

Florida State Courts System
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Tallahassee, FL 32399-1900
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TCBC to make decisions on due process legislative budget requests, the allocation of funds among the circuits, and management of the statewide reserve. However, recognizing that the provision of these services presents both fiscal and policy considerations, the members recommend a joint workgroup with representatives from the Commission on Trial Court Performance and Accountability (TCP&A) and the TCBC. The members are respectful, for example, of the extensive work of TCP&A on development of best practices and standards for due process services.

I am writing to ask if you would be interested in creating a joint workgroup, perhaps comprised of four members from TCBC and, depending upon your preference and the commission's existing workload, up to four members from TCP&A. The scope of the workgroup could include: cataloging due process delivery practices among the circuits; considering the extent to which, where there are not currently statewide standards, due process standards should be employed; identifying drivers affecting expenditures and techniques to manage costs; reviewing circuit practices under the cost-sharing relationship with public defenders and state attorneys; developing ideas for consideration by TCBC's Funding Methodology Committee on ways to approach allocation of resources; and exploring ways to enhance the estimation of due process funding needs for the courts and its justice system partners to the Legislature.

In light of the breadth of due process issues, the TCBC Executive Committee recommends that this workgroup focus first on expert witnesses, to be followed in order by court interpreting and court reporting. It is critical that one of the workgroup's initial steps should be to identify discrete deliverables and deadlines so that work coincides, as necessary, with the fiscal year 2016-17 budget development cycle and the January start to the 2016 legislative session. I have asked staff of the Office of the State Courts Administrator to recommend a detailed work plan for the workgroup's consideration. Finally, I would like to offer the services of Chief Judge Robert E. Roundtree, Jr., the vice chair of TCBC, who would be willing to chair the workgroup or, if you prefer co-chairs, could serve as the co-chair from TCBC.

I would appreciate the opportunity to talk with you about creation of this workgroup. My hope is that, if you agree, we could designate members as soon as possible. Thank you for your consideration of this idea and for TCP&A's ongoing partnership with TCBC on matters critical to the trial courts.

Sincerely,



Mark H. Mahon

MHM:ewm

cc: The Honorable Jorge Labarga
The Honorable James E.C. Perry
The Honorable Robert E. Roundtree, Jr.
Patricia (PK) Jameson
Blan Teagle

Diana L. Moreland
Chair
Paul Alessandrini
Herbert J. Baumann, Jr.
Barbara Dawicke
Holly Elomina
Ronald W. Flury



Victor L. Hulstader
Gay Inskeep
Leandra G. Johnson
Shelley Kravitz
Ellen Sly Masters
William Roby
Terry D. Terrell

May 13, 2015

The Honorable Mark H. Mahon
Chair, Trial Court Budget Commission
Fourth Judicial Circuit
501 W. Adams St., Room #7007
Jacksonville, FL 32202

Dear Judge Mahon:

Thank you for your letter dated May 4, 2015, regarding the creation of a joint due process workgroup between the Trial Court Budget Commission (TCBC) and the Commission on Trial Court Performance and Accountability (TCP&A). I concur that a joint partnership will aid in resolving the issues raised by the TCBC concerning increased due process-related expenditures. Further, with the recent development of standards and best practices in these areas by the TCP&A, I am optimistic that the joint effort will result in a comprehensive set of recommendations for improving due process services.

I recommend appointment of the following TCP&A members to serve on this workgroup: Judge Terry D. Terrell (Chief Judge, First Circuit), Barbara Dawicke (Court Administrator, Fifteenth Circuit), Holly Elomina (Court Administrator, Sixteenth Circuit), and myself. I am willing to serve as co-chair with Judge Roundtree.

Again, thank you for contacting me regarding this shared endeavor. The TCP&A stands ready to assist on the issues concerning the TCBC. We look forward to working with the joint workgroup.

Sincerely,

Diana L. Moreland

DLM/me/ph



June 18, 2015

The Honorable Diana L. Moreland
Chair, Commission on Trial Court Performance and Accountability
Manatee County Judicial Center
1051 Manatee Avenue West
Bradenton, Florida 34206

Dear Judge Moreland:

Thank you for your letter on May 13, 2015, agreeing to create a joint due process workgroup (workgroup) between the Trial Court Budget Commission (TCBC) and the Commission on Trial Court Performance and Accountability (TCP&A). I appreciate your willingness to co-chair the workgroup with Judge Robert E. Roundtree, Jr. (Chief Judge, Eighth Judicial Circuit), and your appointment of Judge Terry D. Terrell (Chief Judge, First Judicial Circuit), Barbara Dawicke (Trial Court Administrator, Fifteenth Judicial Circuit), and Holly Elomina (Trial Court Administrator, Sixteenth Judicial Circuit) to serve on the workgroup.

At a June 7, 2015, conference call meeting of the TCBC Executive Committee, I appointed Judge Margaret O. Steinbeck (Circuit Judge, Twentieth Judicial Circuit), Judge John K. Stargel (Circuit Judge, Tenth Judicial Circuit), and Mark Weinberg (Trial Court Administrator, Seventh Judicial Circuit). These members, along with Judge Roundtree, have agreed to serve on the workgroup.

As mentioned previously, the TCBC Executive Committee recommends that the members of the workgroup address expert witness issues as their first element for review. Additionally, I believe that the cost sharing arrangement on court reporting with the offices of the Public Defender and the State Attorney and the Justice Administrative Commission warrants prompt discussion as well.

Staff from the Office of the State Courts Administrator are preparing a proposed timeline and detailed work plan for the workgroup's consideration. As a first step, it may be helpful for Judge Roundtree and you to schedule a conference call with staff to review the draft documents and discuss how to proceed with the full workgroup. Eric Maclure, the Deputy State Courts Administrator, will contact you to facilitate scheduling the conference call.

Members

*The Honorable Mark Mahon
Chair*

*The Honorable Robert Roundtree, Jr.
Vice-Chair*

Gatherine Brunson, Circuit Judge

Ronald Ficarrotta, Circuit Judge

Frederick Lauten, Circuit Judge

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Supreme Court Liaison

Justice James E.C. Perry

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The Honorable Diana L. Moreland

June 18, 2015

Page Two

Once again, I truly appreciate your willingness to address these due process issues and look forward to receiving recommendations from the workgroup.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mark H. Mahon', with a long horizontal flourish extending to the right.

Mark H. Mahon

MM:ks

cc: The Honorable Robert E. Roundtree, Jr.
The Honorable John K. Stargel
The Honorable Margaret O. Steinbeck
The Honorable Terry D. Terrell
Barbara Dawicke
Holly Elomina
Mark Weinberg
Patricia (PK) Jameson
Eric Maclure
Blan Teagle

**Agenda Item IV.E.2:FY 2015-16 Circuit Allotments – Revise Due Process
Contractual Allotments – Court Interpreting, Expert Witness,
Court Reporting, and Cost Recovery**

Background

For the FY 2013-14 and FY 2014-15 allocation process, the TCBC approved the following recommendations regarding enhancements to the allocation methodologies used to determine contractual funds:

- a. Base allocations on a 3-year average of expenditures. Data should be provided to the Funding Methodology Committee (FMC) for all 3 years with staff recommendations for removing outliers in the calculation, if needed.
- b. Contact circuits prior to the FMC meeting.
- c. Set a target of maintaining 10% of contractual funds in reserve for each element.
- d. Due process deficit procedures were revised for accessing the reserve, which does not preclude a circuit from using their operating budget to fill a due process shortage but does not require it before making a request to the Budget Management Committee.

For FY 2014-15, the TCBC approved circuit allocations using methodologies incorporating the 3-year average expenditures for each circuit, with modifications applied where appropriate, a 5% cushion, and approved circuit requests for additional funding. Remaining funds in the due process category were held in a statewide reserve.

FY 2014-15

	Court Interpreting	Expert Witness	Court Reporting	Remote Interpreting	OpenCourt	Total
FY 2014-15 Due Process Appropriation	\$19,765,532					\$19,765,532
FY 2014-15 Approved Circuit Allotments	\$3,203,831	\$7,012,937	\$8,635,041	\$81,428	\$175,000	\$19,108,237
Remaining Funds to be held in Reserve						\$657,295
Percent of Due Process Appropriation held in Reserve						3.3%

Current Issue

In FY 2014-15, there was an increase in due process expenditures, leading to some circuits to experience due process deficits. As anticipated, the majority of increases in expenditures appear to be associated with the Court Interpreting element, with the implementation of AOSC 13-304 (Amendments to Florida Rules for Certification and Regulation of Court Interpreters), and in the Expert Witness element, with increases in costs associated with changes in practices for requesting expert witnesses. The increase in expenditures, causing due process deficits for some circuits, led to the depletion of the limited funds available in the statewide due process reserve.

In addition to the depletion of the statewide due process reserve, the rise in due process expenditures will no longer allow the continued use of the FY 2014-15 approved funding methodologies. OSCA staff have calculated the proposed allocations based on the official funding methodologies, and there are insufficient funds appropriated for due process to support the use of the official methodology, the circuit requests, and the 5% cushions that were applied in FY 2014-15.

The FMC met in-person on June 2, 2015, to discuss recommendations for due process circuit allotments. Keeping in mind the FY 2014-15 increased expenditures resulting in a depletion of the reserve and anticipated funding issues in FY 2015-16, the FMC considered multiple options for allocating resources. Although each option presented merits and disadvantages, the FMC developed an alternative allocation methodology that would allow for a more healthy statewide reserve, while still incorporating components from the official methodologies used in prior fiscal years. Acknowledging the importance of maintaining a healthy reserve for circuits to access in the event of a deficit, the FMC is recommending maintaining 5% of the total due process appropriation in the statewide reserve. This amounts to \$981,770, exclusive of funding for Remote Interpreting and OpenCourt (**See Attachment A**). The remaining funds (approximately \$18,450,792) are then allocated among the three due process categories based on each element's proportion of estimated FY 2015-16 expenditures. Individual circuit allotments were calculated using a proportional distribution based on each circuit's 3-year average expenditures with minimal adjustments for prior fiscal year actions, as needed. Individual circuit requests were not incorporated as they can be addressed through accessing the reserve, if additional resources are needed. The FMC finalized their recommendations for due process allotments through an e-mail review on June 10, 2015.

Remote Interpreting and OpenCourt

Remote Interpreting

For FY 2014-15, the TCBC approved an allocation of \$81,428 from the due process reserve to allow continuation of the regional remote interpreting pilot into FY 2014-15 based on the recommendations of the Due Process Technology Workgroup (DPTW). These funds were used to support the purchase of additional hardware/software, on-going maintenance, and network bandwidth services for the pilot circuits and the Office of the State Courts Administrator (OSCA), to continue the pilot for an additional year. The pilot circuits include the 3rd, 7th, 9th, 14th, 15th and 16th Judicial Circuits.

Status Update on the Remote Interpreting Pilot Initiative

The pilot went live in March 2014, between the 7th, 9th, 14th, 15th, and 16th Judicial Circuits. As part of the pilot, OSCA is participating by housing a state-level call manager. To assist in evaluating the pilot's success, a Joint Workgroup on Shared Remote Interpreting Services (Workgroup) was created, with cross-over membership from the DPTW, the Court Interpreter Certification Board, and the Commission on Trial Court Performance and Accountability. The group was charged with evaluating the pilot and determining the best business practices on a future shared model.

Currently, the regional pilot is going well. In August 2014, the Workgroup initiated a statewide six-month data collection effort in order to collect comprehensive data on the workload of each court

interpreter to determine whether/how shared remote interpreting could benefit the circuits. The collection effort ended in January 2015. The data is currently being analyzed and will be brought before the Workgroup at a future meeting. In addition, the Workgroup is finalizing draft recommendations.

Recommendation by the Due Process Technology Workgroup and Funding Methodology Committee

The DPTW has determined that recurring funds in the amounts of \$15,526 for statewide network bandwidth and \$12,314 for pilot equipment on-going maintenance and support, are necessary to maintain the pilot. It is recommended that a total of \$27,840 be allocated in FY 2015-16 for these recurring expenses.

This issue was discussed at the June 2, 2015, Funding Methodology Committee meeting.

Decision Needed

Option 1: Approve allocating funds in the amount of \$27,840 in support of continuing the regional pilot into FY 2015-16.

Option 2: Do not approve.

Funding Methodology Committee Recommendation

Approve *Option 1*.

OpenCourt

The Executive Committee previously approved funding for the continued development of OpenCourt in the amount of \$175,000, as previously discussed in Agenda Item IV.A.

Court Interpreting

Background

On March 27, 2014, the Supreme Court issued an opinion in AOSC13-304 amending the rules for certification of court interpreters. Concerns were raised as to the potential fiscal impact to due process resources in order to comply with the requirements of the administrative order. As a result, the State Courts System filed a request for additional due process funding as part of its FY 2015-16 legislative budget request (LBR) in the amount of \$1,367,126.

Since the June 2, 2015, FMC meeting and June 10, 2015, e-mail review, the Legislature appropriated an additional \$750,000 in due process contractual funding to support court interpreting resources as part of the FY 2015-16 budget. These funds were appropriated as part of the general due process funding and may be placed into the statewide reserve or allocated to the circuits as part of the court interpreting element.

To be consistent with the FMC recommendations at their June 2, 2015, meeting, which acknowledged the uncertainty of circuit-specific need for additional funding as a result of the new certification requirements and the development of the workgroup to address due process issues, the additional due process funds could be placed in reserve to be accessed as needed, generating a total 8.5% statewide due process reserve (**See Attachment A**). The FMC discussed this issue at their July 1, 2015, conference call.

Decision Needed

Option 1: Approve placing the \$750,000 in additional funding in the statewide due process reserve.

Option 2: Allocate the additional funds as part of the court interpreting category allotment.

Funding Methodology Committee Recommendation

Approve *Option 1*.

Circuit Allotments

Circuit level FY 2015-16 due process contractual authority allotments need to be determined. A vote is required by the Commission for all three elements. The FMC discussed circuit allotments at their June 2, 2015, meeting, and approved to recommend an alternative methodology for review by e-mail on June 10, 2015.

1. Court Interpreting

Option 1: Approve proposed circuit allotments based on the FMC recommended methodology as mentioned above (**See Attachment B**).

Option 2: Do not approved and consider an alternative.

Funding Methodology Committee Recommendation

Approve *Option 1*.

2. Expert Witness

Option 1: Approve proposed circuit allotments based on the FMC recommended methodology as mentioned above (**See Attachment C**).

Option 2: Do not approved and consider an alternative.

Funding Methodology Committee Recommendation

Approve *Option 1*.

3. Court Reporting

Option 1: Approve proposed circuit allotments based on the FMC recommended methodology as mentioned above (**See Attachment D**).

Option 2: Do not approved and consider an alternative.

Funding Methodology Committee Recommendation

Approve *Option 1*.

Cost Recovery

Background

Each year, the Funding Methodology Committee and the Trial Court Budget Commission review the due process cost recovery contractual allotment for reallocation, due to changes in revenue collections or expenditure trends and variability caused by other factors involved within each methodology.

The due process cost recovery allotments represent budget authority only. Spending is allowed based on the availability of cash carried forward from the prior fiscal year and revenue collected in the current fiscal year (cumulative revenue), up to the amount of the budget authority allotted. Additionally, as outlined in the Budget and Pay Administration Memorandum, expenditures may be of any type of allowable state expenditures but only in support of due process elements.

For FY 2014-15, the due process cost recovery allotment of \$1,104,930 was based on each circuit's prorated share of the FY 2014-15 projected revenue. Allotments for circuits were capped at the amount of FY 2014-15 cumulative projected revenue, as necessary.

FY 2015-16 Allotments

The primary goal in the analysis for developing the due process cost recovery allotments was to determine a methodology to provide each circuit with sufficient budget authority to spend up to their cumulative revenue. The projected revenues and the projected expenditures were both considered in developing the allotments.

The attached chart reflects two options for FY 2015-16 allotments (**See Attachment E**).

The FMC discussed circuit allotments at their June 2, 2015, meeting, and finalized a recommendation by e-mail vote on June 10, 2015.

Decision Needed

Option 1: Allot the due process cost recovery based on each circuit's prorated share of FY

2015-16 projected revenue. The allotments for the 2nd, 5th, 7th, 8th, 13th, 16th and 17th Judicial Circuits were capped at the amount of FY 2015-16 cumulative projected revenue.

Option 2: Allot the due process cost recovery based on each circuit's prorated share of FY 2015-16 cumulative projected revenue.

Funding Methodology Committee Recommendation

Approve *Option 1*.

Due Process Reserve Funds based on Proposed FY 2015-16 Circuit Allocations

FMC Recommendation (Placing 5% of the Due Process Appropriation in reserve and determining circuit allotments using a proportional distribution based on 3-year average expenditures, minimal adjustments for previous fiscal year actions, and no circuit requests)	Court Interpreting	Expert Witness	Court Reporting	Remote Interpreting	OpenCourt	Total
FY 2015-16 Due Process Appropriation	\$19,635,402					\$19,635,402
FY 2015-16 Proposed Circuit Allotments	\$2,944,507	\$7,713,763	\$7,792,522	\$27,840	\$175,000	\$18,653,632
Remaining Funds (Based on 5% initial reserve)						\$981,770
Additional Due Propocess Appropriation						\$750,000
Total Funds to be held in Due Process Reserve						\$1,731,770
Total FY 2015-16 Due Process Appropriation ((\$19,635,402 plus \$750,000 in additional funding))						\$20,385,402
Percent of Due Process Appropriation held in Reserve						8.5%

Trial Court Budget Commission July 10, 2015, Meeting Court Interpreting - FY 2015/16 Proposed Contractual Allotments

Note: If unanticipated expenditures arise during the year that cannot be covered by the circuit's full due process allotment, additional due process funds may be requested from the due process reserve in accordance with the due process deficit procedures.

A	B	C	D	E	F	G	H	I	J	K	L	M
												FMC Recommendation⁷
Circuit	FY 2014/15 FTE Allotment ¹	FY 2014/15 Beginning Contractual Allotment ²	FY 2012/13 Expenditures ³	FY 2013/14 Expenditures ³	FY 2014/15 Estimated Expenditures ³	Three Year Average Expenditures (FY 2012/13 to FY 2014/15 Estimated Expenditures)	Three Year Average Expenditures (w. Adjustments for Previous Fiscal Year Actions) ⁴	Estimated Annual Growth Rate ⁵	FY 2015/16 Estimated Expenditures ⁶	Percent of Total Estimated FY 2015/16 Expenditures (Column J)	Proportional Distribution based on FY 2015/16 Estimated Expenditures	Percent Difference (FMC Recommendation and FY 2014/15 Beginning Contractual Allotment)
1	0	\$45,243	\$42,464	\$33,691	\$32,147	\$36,101	\$36,101	5.6%	\$38,110	1.3%	\$39,698	-12.3%
2	0	\$37,854	\$17,205	\$36,770	\$36,571	\$30,182	\$30,182	3.9%	\$31,353	1.1%	\$32,660	-13.7%
3	0	\$47,812	\$43,075	\$44,832	\$46,953	\$44,953	\$44,953	1.8%	\$45,746	1.6%	\$47,652	-0.3%
4	0	\$279,754	\$221,881	\$252,370	\$237,906	\$237,386	\$237,386	6.5%	\$252,756	8.9%	\$263,289	-5.9%
5	5	\$154,007	\$79,627	\$90,469	\$170,370	\$113,489	\$40,240	6.0%	\$42,643	1.5%	\$44,421	-71.2%
6	1	\$304,027	\$204,870	\$182,230	\$271,597	\$219,566	\$219,566	3.3%	\$226,756	8.0%	\$236,205	-22.3%
7	3	\$84,418	\$83,810	\$73,713	\$66,122	\$74,548	\$74,548	4.6%	\$77,997	2.8%	\$81,247	-3.8%
8	1	\$31,474	\$29,350	\$30,347	\$40,699	\$33,465	\$33,465	3.5%	\$34,621	1.2%	\$36,064	14.6%
9	10	\$147,720	\$135,696	\$98,531	\$156,358	\$130,195	\$130,195	6.2%	\$138,236	4.9%	\$143,997	-2.5%
10	6	\$84,410	\$83,847	\$65,379	\$73,224	\$74,150	\$74,150	7.5%	\$79,719	2.8%	\$83,041	-1.6%
11	52	\$318,793	\$362,800	\$228,157	\$257,467	\$282,808	\$282,808	1.1%	\$286,016	10.1%	\$297,935	-6.5%
12	0	\$316,429	\$284,450	\$313,591	\$297,061	\$298,367	\$298,367	5.0%	\$313,343	11.1%	\$326,401	3.2%
13	10	\$247,830	\$132,162	\$131,576	\$157,477	\$140,405	\$140,405	4.0%	\$146,072	5.2%	\$152,159	-38.6%
14	0	\$38,588	\$27,324	\$33,321	\$34,112	\$31,586	\$31,586	4.5%	\$33,013	1.2%	\$34,389	-10.9%
15	13	\$121,430	\$133,904	\$83,088	\$130,452	\$115,815	\$115,815	5.4%	\$122,015	4.3%	\$127,100	4.7%
16	2	\$20,639	\$24,163	\$16,822	\$18,237	\$19,741	\$19,741	0.5%	\$19,833	0.7%	\$20,659	0.1%
17	15.5	\$115,659	\$107,069	\$119,644	\$139,409	\$122,041	\$122,041	3.9%	\$126,832	4.5%	\$132,117	14.2%
18	1	\$31,784	\$30,215	\$25,650	\$45,658	\$33,841	\$33,841	3.3%	\$34,941	1.2%	\$36,397	14.5%
19	2	\$404,210	\$365,739	\$391,374	\$434,977	\$397,363	\$397,363	8.4%	\$430,626	15.2%	\$448,571	11.0%
20	7	\$372,701	\$296,386	\$329,474	\$335,251	\$320,370	\$320,370	8.0%	\$346,083	12.2%	\$360,505	-3.3%
Total	128.5	\$3,204,782	\$2,706,037	\$2,581,029	\$2,982,048	\$2,756,371	\$2,683,123	3.3%	\$2,826,711	100.0%	\$2,944,507	-8.1%

¹ FY 2013/14 FTE allotment for CC 131 and CC 730.

² FY 2014/15 beginning contractual allotment includes \$951 lease purchase in circuit 20.

³ Expenditures include contractual and cost recovery. In addition, FY 2014/15 estimated expenditures is based on actual expenditure data from July 2014 to April 2015 and includes an estimate for the remaining months and for certified forwards.

⁴ Circuit 5 is set to \$40,240 due to the transfer of \$130,130 in contractual funds to the salary and benefits category in order to utilize FTE from the Due Process Contingency Fund in FY 2014/15.

⁵ Estimated annual growth rate is based on the 2000 and 2010 Census. The rate is based on the difference between the number of "People who speak English at home less than very well" in Florida from 2000 to 2010.

⁶ Estimated FY 2015/16 Expenditures applies the estimated annual growth rate to each circuit's 3 year average expenditures with adjustments for previous fiscal year actions.

⁷ The FMC Recommendation distributes the statewide total amount of \$2,944,507 based on each circuit's proportion of FY 2015/16 estimated expenditures.

Trial Court Budget Commission July 10, 2015, Meeting Expert Witness - FY 2015/16 Proposed Contractual Allotments

Note: If unanticipated expenditures arise during the year that cannot be covered by the circuit's full due process allotment, additional due process funds may be requested from the due process reserve in accordance with the due process deficit procedures.

A	B	C	D	E	F	G	H	I	J	K
										FMC Recommendation³
Circuit	FY 2014/15 FTE Allotment ¹	FY 2014/15 Beginning Contractual Allotment	FY 2012/13 Expenditures ²	FY 2013/14 Expenditures ²	FY 2014/15 Estimated Expenditures ²	Three Year Average Expenditures (FY 2012/13 to FY 2014/15 Estimated Expenditures)	Three Year Average Expenditures (w. Adjustments for Previous Fiscal Year Actions)	Percent of Total Expenditures (Column H)	Proportional Distribution based on Three Year Average w. Adjustments	Percent Difference (FMC Recommendation and FY 2014/15 Beginning Contractual Allotment)
1	0	\$116,653	\$110,388	\$142,208	\$304,119	\$185,572	\$185,572	2.7%	\$206,123	76.7%
2	0	\$335,353	\$329,234	\$351,581	\$412,083	\$364,299	\$364,299	5.2%	\$404,643	20.7%
3	0	\$17,984	\$18,316	\$13,744	\$21,841	\$17,967	\$17,967	0.3%	\$19,957	11.0%
4	0	\$182,257	\$117,413	\$182,539	\$153,189	\$151,047	\$151,047	2.2%	\$167,774	-7.9%
5	0	\$108,760	\$107,061	\$107,995	\$150,567	\$121,874	\$121,874	1.8%	\$135,371	24.5%
6	1	\$245,565	\$275,557	\$203,817	\$222,333	\$233,902	\$233,902	3.4%	\$259,805	5.8%
7	0	\$152,850	\$157,000	\$148,686	\$154,960	\$153,549	\$153,549	2.2%	\$170,554	11.6%
8	0	\$133,260	\$55,083	\$112,147	\$138,664	\$101,965	\$101,965	1.5%	\$113,257	-15.0%
9	0	\$379,091	\$296,158	\$412,751	\$570,678	\$426,529	\$426,529	6.1%	\$473,764	25.0%
10	0	\$605,606	\$556,140	\$590,629	\$649,424	\$598,731	\$598,731	8.6%	\$665,037	9.8%
11	0	\$1,441,686	\$1,376,513	\$1,395,249	\$1,292,298	\$1,354,687	\$1,354,687	19.5%	\$1,504,709	4.4%
12	0	\$304,771	\$272,285	\$311,589	\$344,680	\$309,518	\$309,518	4.5%	\$343,795	12.8%
13	0	\$707,310	\$714,925	\$625,500	\$637,000	\$659,142	\$659,142	9.5%	\$732,137	3.5%
14	0	\$59,783	\$66,236	\$42,850	\$122,228	\$77,105	\$77,105	1.1%	\$85,644	43.3%
15	0	\$511,626	\$535,542	\$469,875	\$481,146	\$495,521	\$495,521	7.1%	\$550,397	7.6%
16	0	\$24,857	\$17,525	\$24,390	\$40,781	\$27,565	\$27,565	0.4%	\$30,618	23.2%
17	0	\$980,219	\$1,011,616	\$975,520	\$879,073	\$955,403	\$955,403	13.8%	\$1,061,207	8.3%
18	0	\$137,082	\$129,793	\$132,901	\$122,460	\$128,385	\$128,385	1.8%	\$142,603	4.0%
19	0	\$188,665	\$208,214	\$188,821	\$221,509	\$206,181	\$206,181	3.0%	\$229,014	21.4%
20	0	\$379,559	\$352,909	\$350,839	\$423,482	\$375,743	\$375,743	5.4%	\$417,354	10.0%
Total	1	\$7,012,937	\$6,707,908	\$6,783,631	\$7,342,515	\$6,944,685	\$6,944,685	100.0%	\$7,713,763	10.0%

¹ FY 2014/15 FTE allotment for cost center 127.

² Expenditures include contractual and cost recovery. In addition, FY 2014/15 estimated expenditures is based on actual expenditure data from July 2014 to April 2015 and includes an estimate for the remaining months and for certified forwards.

³ The FMC Recommendation distributes the statewide total amount of \$7,713,763 based on each circuit's proportion of the total three year average expenditures with adjustments for previous fiscal year actions.

Trial Court Budget Commission July 10, 2015, Meeting Court Reporting - FY 2015/16 Proposed Contractual Allotments

Note: If unanticipated expenditures arise during the year that cannot be covered by the circuit's full due process allotment, additional due process funds may be requested from the due process reserve in accordance with the due process deficit procedures.

A	B	C	D	E	F	G	H	I	J	K
									FMC Recommendation⁵	
Circuit	FY 2014/15 FTE Allotment ¹	FY 2014/15 Beginning Contractual Allotment ²	FY 2012/13 Expenditures ³	FY 2013/14 Expenditures ³	FY 2014/15 Estimated Expenditures ³	Three Year Average Expenditures (FY 2012/13 to FY 2014/15 Estimated Expenditures)	Three Year Average Expenditures w. Adjustments for Previous Fiscal Year Actions ⁴	Percent of Total Expenditures (Column H)	Proportional Distribution based on Three Year Average w. Adjustments	Percent Difference (FMC Recommendation and FY 2014/15 Beginning Contractual Allotment)
1	22	\$50,385	\$46,096	\$46,298	\$92,253	\$61,549	\$61,549	0.8%	\$60,182	19.4%
2	15	\$30,762	\$24,250	\$23,047	\$14,426	\$20,574	\$20,574	0.3%	\$20,117	-34.6%
3	6	\$7,322	\$5,445	\$8,261	\$2,296	\$5,334	\$5,334	0.1%	\$5,216	-28.8%
4	1	\$1,341,622	\$1,302,760	\$1,241,124	\$1,425,387	\$1,323,090	\$1,323,090	16.6%	\$1,293,698	-3.6%
5	16	\$128,429	\$96,877	\$121,945	\$126,890	\$115,237	\$115,237	1.4%	\$112,677	-12.3%
6	39	\$420,487	\$350,397	\$527,130	\$473,712	\$450,413	\$450,413	5.7%	\$440,407	4.7%
7	14	\$205,944	\$206,076	\$169,915	\$135,101	\$170,364	\$170,364	2.1%	\$166,579	-19.1%
8	16	\$58,836	\$58,871	\$61,366	\$31,533	\$50,590	\$50,590	0.6%	\$49,466	-15.9%
9	45	\$133,743	\$119,658	\$90,457	\$111,008	\$107,041	\$107,041	1.3%	\$104,663	-21.7%
10	14	\$378,384	\$372,016	\$361,110	\$488,928	\$407,351	\$407,351	5.1%	\$398,302	5.3%
11	4	\$2,293,089	\$2,173,051	\$2,212,355	\$1,948,829	\$2,111,412	\$2,111,412	26.5%	\$2,064,508	-10.0%
12	18	\$42,116	\$46,104	\$32,865	\$39,586	\$39,518	\$39,518	0.5%	\$38,640	-8.3%
13	14	\$1,630,281	\$1,677,623	\$1,320,885	\$1,307,184	\$1,435,231	\$1,435,231	18.0%	\$1,403,348	-13.9%
14	7	\$41,750	\$71,142	\$66,914	\$5,740	\$47,932	\$5,740	0.1%	\$5,612	-86.6%
15	23.75	\$127,047	\$125,491	\$122,339	\$249,356	\$165,729	\$165,729	2.1%	\$162,047	27.5%
16	5	\$89,750	\$24,590	\$27,024	\$25,056	\$25,557	\$25,557	0.3%	\$24,989	-72.2%
17	31	\$814,564	\$801,717	\$774,454	\$752,133	\$776,101	\$776,101	9.7%	\$758,860	-6.8%
18	12	\$182,047	\$133,680	\$152,769	\$129,958	\$138,802	\$138,802	1.7%	\$135,719	-25.4%
19	13	\$109,480	\$91,240	\$68,885	\$37,625	\$65,917	\$65,917	0.8%	\$64,453	-41.1%
20	15	\$549,003	\$482,645	\$504,522	\$494,871	\$494,013	\$494,013	6.2%	\$483,039	-12.0%
Total	330.75	\$8,635,041	\$8,209,729	\$7,933,665	\$7,891,872	\$8,011,755	\$7,969,563	100.0%	\$7,792,522	-9.8%

¹ FY 2014/15 FTE allotment for cost centers 129, 267, and 729.

² FY 2014/15 beginning contractual allotment includes contracted services and maintenance for cost center 129.

³ Expenditures include contractual, maintenance, and cost recovery. Circuit 8 excludes non-recurring allotment for OpenCourt. FY 2014/15 estimated expenditures is based on actual expenditure data from July 2014 to April 2015 and includes an estimate for the remaining months and for certified forwards.

⁴ Circuit 14 is set to FY 2014/15 Estimated Expenditures due to the transition to OpenCourt.

⁵ The FMC Recommendation distributes the statewide total amount of \$7,792,522 based on each circuit's proportion of three year average expenditures plus adjustments for previous fiscal year actions.

Agenda Item IV.E.2.: ATTACHMENT E

TRIAL COURTS DUE PROCESS COST RECOVERY (Cost Center 267)

A	B	C	D	E	F	G	H	I	J
CIRCUIT	FY 13-14 Beginning Allotment	TOTAL FY 13-14 Projected Expenditures (annualized)	FY 13-14 Projected Year-End Revenue	FY 14-15 Projected Revenue ¹ (three year average)	FY 14-15 Cumulative Projected Revenue (Column D + Column E)	FY 14-15 Projected Expenditures (three year average)	Option 1 (based on FY 14-15 Projected Revenue) ²	Option 2 (based on FY 14-15 Cumulative Projected Revenue) ³	FMC Recommendation Option 1 (based on FY 14-15 Projected Revenue) ²
1	65,529	(22,385)	42,088	39,227	81,315	(36,454)	61,719	44,175	61,719
2	22,632	(15,996)	5,328	24,225	29,553	(19,270)	29,533	16,055	29,533
3	6,035	(1,276)	41,047	7,226	48,273	(425)	11,369	26,224	11,369
4	1,513	0	4,392	1,158	5,550	0	1,823	3,015	1,823
5	32,715	(13,902)	38,358	32,738	71,096	(47,420)	51,509	38,623	51,509
6	346,739	(45,055)	525,203	239,934	765,137	(93,591)	377,507	415,665	377,507
7	22,823	(1,693)	11,053	17,701	28,754	(17,539)	27,851	15,621	27,851
8	35,653	(13,177)	18,527	26,770	45,297	(28,622)	42,120	24,608	42,120
9	87,785	0	40,982	57,876	98,858	(27,346)	11,258	11,258	11,258
10	29,089	0	88,532	23,327	111,859	(4,874)	36,703	60,768	36,703
11	14,140	(11,253)	15,915	21,712	37,626	(17,615)	34,161	20,441	34,161
12	47,141	(62,341)	49,776	30,981	80,757	(43,396)	48,744	43,872	48,744
13	106,029	(19,466)	10,275	68,459	78,734	(46,685)	78,734	42,773	78,734
14	16,672	0	88,563	11,794	100,357	(3,208)	18,556	54,519	18,556
15	60,380	(29,396)	101,177	45,562	146,739	(35,474)	71,687	79,717	71,687
16	43,684	(27,045)	9,647	20,122	29,769	(24,872)	29,769	16,172	29,769
17	73,000	(49,353)	21,252	45,329	66,582	(44,970)	66,582	36,171	66,582
18	17,962	(16,703)	70,273	15,121	85,394	(18,810)	23,791	46,391	23,791
19	46,644	(1,762)	89,052	31,719	120,770	(16,236)	49,905	65,609	49,905
20	28,765	(11,423)	59,528	20,090	79,618	(8,031)	31,609	43,253	31,609
TOTALS	1,104,930	(342,226)	1,330,968	781,071	2,112,039	(534,838)	1,104,930	1,104,930	1,104,930

¹ Includes projected revenue for FY 13-14.

² For Circuits 2, 13, 16 and 17 (highlighted), the allotment is capped at the amount of the cumulative projected revenue for FY 14-15. Additionally, the 9th Circuit (highlighted) was adjusted to reflect the cash needed (\$70,615) to cover the Salaries and Benefits for 1.0 FTE for

³ 9th Circuit (highlighted) was adjusted to reflect the cash needed (\$70,615) to cover the Salaries and Benefits for 1.0 FTE for FY 14-15.

Agenda Item IV.F. FY 2015-16 Circuit Allotments – Statewide Allotments

Agenda Item IV.F.: Statewide Allotments

TRIAL COURT BUDGET ALLOTMENTS
 FY 2015-2016
 STATEWIDE ALLOTMENTS

Cost Center	Allotment Description	FY 14-15 Approved Allotments										FY 2015-16 Proposed Allotments									
		OPS 030000	Expense 040000	Add Comp to County Judges 100035	Comp to Retired Judges 100630	Contracted Services 100777	Lease Purchase of Equipment 105281	Mediation Services 105415	Due Process Contractual 105420	Other Data Processing Services 210014	Total All Categories	OPS 030000	Expense 040000	Add Comp to County Judges ¹ 100035	Comp to Retired Judges ^{1,2} 100630	Contracted Services 100777	Lease Purchase of Equipment 105281	Mediation Services 105415 ¹	Due Process Contractual ¹ 105420	Other Data Processing Services 210014	Total All Categories
136	Circuit Operating Reserve	38,000	625,629			38,772	14,385				716,786	38,000	186,628			54,772	17,615				297,015
136	County Operating Reserve		518,411	100			42,211				560,722	15,000	507,311	100		38,311					560,722
136	Comp. to Retired Judges (base 50 days)				17,754						17,754			741,390							741,390
136	Mediation Services Reserve							363,382			363,382						363,382				363,382
136	Due Process Reserves							575,867			575,867							1,731,770			1,731,770
Total Statewide Reserve		38,000	1,144,040	100	17,754	38,772	56,596	363,382	575,867	0	2,234,511	53,000	693,939	100	741,390	54,772	55,926	363,382	1,731,770	0	3,694,279
129	OpenCourt (N/R)								175,000		175,000									175,000	175,000
134	Florida Bar Dues		100,000								100,000		100,000								100,000
135	Unemployment Comp		200,000								200,000		200,000								200,000
137	National Center for State Court Dues		249,415								249,415		265,111								265,111
142	NCSC Project-Judicial Resource Study (N/R)		90,993			95,007					186,000		300,516		113,381						413,897
143	NCSC Project-Trial Court Technology Funding Strategies Workgroup (N/R)		25,262			15,000					40,262		0		0						0
176	Remote Interpreting Pilot								81,428		81,428								27,840		27,840
239	Trial Court Process Improvement		163,200			9,600					172,800		163,200		9,600						172,800
252	Trial Court Budget Commission		90,000			800					90,800		90,000		800						90,800
262	State Court Network Lines		271,300							97,902	369,202		271,300							97,902	369,202
373	Legal Services		50,000			50,000					100,000		50,000		50,000						100,000
TBD	ICMS (N/R)										0		216,440		0						216,440
Total Other Statewide Allotments		0	1,240,170	0	0	170,407	0	0	256,428	97,902	1,764,907	0	1,656,567	0	0	173,781	0	0	202,840	97,902	2,131,090
Grand Total Statewide Allotments		38,000	2,384,210	100	17,754	209,179	56,596	363,382	832,295	97,902	3,999,418	53,000	2,350,506	100	741,390	228,553	55,926	363,382	1,934,610	97,902	5,825,369

Note: Shaded cells indicate change from prior year.

¹ Based on FMC recommendation

² Includes 50 days or 17,754 for reserve, 337 days or 120,000 FY 15-16 new appropriations, and 1,700 days or 603,636 for FY 14-15 reappropriations

Agenda Item IV.G. FY 2015-16 Circuit Allotments – Allotments for Special Appropriations

Agenda Item IV.G.: Allotments for Special Appropriations

1. Domestic Violence Active Global Positioning Satellite (GPS) Technology

In the fiscal year 2015-16 General Appropriations Act (GAA), the Legislature appropriated recurring funding totaling \$316,000 in the Domestic Violence Offender Monitoring category for the Eighteenth Judicial Circuit to continue its program to protect victims of domestic violence with Active Global Positioning Satellite (GPS) technology. Under the program, a judge may require a defendant or an offender in a criminal case involving domestic violence to wear a GPS device as a condition of being released into the community.

Specifically, proviso states: *“The funds in Specific Appropriation 3170 are provided to the Eighteenth Judicial Circuit to continue its program to protect victims of domestic violence with Active Global Positioning Satellite (GPS) technology.”*

Cost Center 178

Circuit	Domestic Violence Offender Monitoring 101078 (recurring)
18	\$316,000

Action: For Information Purposes Only.

2. Post-Adjudicatory Expansion Drug Courts

In the fiscal year 2015-16 General Appropriations Act, the Legislature appropriated recurring funding totaling \$5,540,835 (\$540,835 in Salaries and Benefits, \$5,000,000 in the Contracted Services category) for post-adjudicatory drug courts. The fiscal year 2014-15 funding for Other Personal Services (OPS) was transferred to Salaries and Benefits category, allowing for the conversion of the 14 OPS positions to full-time equivalent (FTE) positions.

Specifically, proviso states: *“From the funds in Specific Appropriation 3169, \$5,000,000 in recurring general revenue funds is provided for treatment services for offenders in post-adjudicatory drug court programs in Broward, Escambia, Hillsborough, Marion, Orange, Pinellas, Polk, and Volusia counties. Each program shall serve prison-bound offenders (at least 50 percent of participants shall have Criminal Punishment Code scores of greater than 44 points but no more than 60 points) and shall make residential treatment beds available for clients needing residential treatment.”*

The funding for these counties is summarized below.

Cost Center 753

Circuit/County	Contracted Services 100777 (recurring)
1 – Escambia	\$317,000
5 – Marion	\$154,877
6 – Pinellas	\$823,680
7 – Volusia	\$286,200
9 – Orange	\$905,030
10 – Polk	\$492,713
13 – Hillsborough	\$795,500
17 – Broward	\$1,225,000
Total	\$5,000,000

In 2009, the Legislature appropriated \$18.6 million in federal stimulus funding through the Edward Byrne Memorial Justice Assistance Grant Program to the Office of the State Courts Administrator (OSCA) to divert offenders in need of substance abuse treatment from prison into post-adjudicatory drug courts. Funding was provided for treatment services, drug testing, case management, probation supervision, statewide data system development and maintenance, and OSCA program monitoring and administration.

Federal funding expired June 30, 2013, and the Legislature authorized \$5.5 million in nonrecurring funding for fiscal year 2013-14 and in fiscal year 2014-15 to the trial courts to continue drug court operations in eight participating counties, including Broward, Escambia, Hillsborough, Marion, Orange, Pinellas, Polk, and Volusia. The Legislature also authorized \$297,000 in recurring general revenue to OSCA to continue maintenance and support of the Florida Drug Court Case Management System (FDCCMS), training and technical assistance, and ongoing program monitoring and administration.

An evaluation report was released in January 2014 on the eight expansion drug courts by the Office of Program Policy Analysis and Government Accountability (OPPAGA), which showed the average rate of drug court completion statewide is 53%. Drug court completers had fewer felony convictions compared to similar offenders who did not participate in drug court (9% for drug court completers versus 19% for the comparison group), and drug court completers had fewer prison sentences (2% for drug court completers versus 9% for the comparison group). The estimated cost savings for diverting offenders from prison into drug court during the federal grant period studied is \$7.6 million – if 100% of the offenders were prison-bound. OPPAGA also noted in its report that additional cost savings are realized through reductions in recidivism by helping participants overcome addiction and avoid criminal behavior.

As of May 27, 2015, there have been 3,045 admissions statewide since the inception of the program in October 2009, including 1,156 successful completions; 1,296 unsuccessful terminations (includes voluntary withdrawals); and 61 administrative discharges.

In fiscal year 2015-16, the 14 OPS circuit court case managers supporting the post-adjudicatory drug court program will convert to full-time equivalent (FTE) status by transferring OPS funds into the Salary and Benefits category and utilizing existing unfunded FTE in the trial courts.

Action:

1. Approve the proposed FY 2015-16 allotments.
2. Do not approve and consider an alternative.

3. Veterans' Courts

In the fiscal year 2015-16 General Appropriations Act, the Legislature appropriated recurring funding totaling \$1,425,000 for veterans' courts.

Specifically, proviso states: *"From the funds in Specific Appropriation 3169, \$750,000 in recurring general revenue funds shall be distributed equally to each of the following counties: Okaloosa, Pasco, Pinellas, Escambia, and Clay; \$125,000 in recurring general revenue funds shall be distributed to Leon County; and \$200,000 each in recurring general revenue funds shall be distributed to Duval and Orange counties to create or continue, pursuant to sections 948.08(7)(a), 948.16(2)(a), and 948.21, Florida Statutes, felony and/or misdemeanor pretrial or post-adjudicatory veterans' treatment intervention programs to address the substance abuse and/or mental health treatment needs of veterans and service members charged with, or on probation or community control for, criminal offenses."*

The funding for these counties, as well as the existing funding for Alachua County, is summarized below.

Cost Center 377

Circuit/County	OPS 030000 (recurring)	Expense 040000 (recurring)	Contracted Services 100777 (recurring)	Total All Categories
1 – Okaloosa			\$150,000	\$150,000
1 – Escambia			\$150,000	\$150,000
2 – Leon			\$125,000	\$125,000
4 – Clay	\$32,220	\$9,500	\$108,280	\$150,000
4 – Duval	\$32,220	\$9,500	\$158,280	\$200,000
6 – Pasco			\$150,000	\$150,000
6 – Pinellas			\$150,000	\$150,000
8 – Alachua			\$150,000	\$150,000
9 – Orange	\$51,822	\$12,000	\$136,178	\$200,000
Total	\$116,262	\$31,000	\$1,277,738	\$1,425,000

Action: For Information Purposes Only.

4. Education and Training on Co-occurring Disorders

In the fiscal year 2015-16 Legislative Budget Request, \$100,000 in nonrecurring funding was requested for training and education of judges and staff on how to address co-occurring disorders in the criminal justice system. The Legislature did not fund this issue in the fiscal year 2015-16 General Appropriations Act. However, proviso was included which specifies that \$100,000 from funds in the specific appropriation 3164 (Circuit Court Expenses category) is provided for this purpose.

“From the funds in Specific Appropriation 3164, \$100,000 in nonrecurring general revenue funds is provided for training judges and staff on how to address co-occurring disorders in the criminal justice system.”

Nonrecurring funding was provided in fiscal year 2014-15 which enabled judges and staff to attend the 2014 Partners in Crisis Annual Conference and Justice Institute. The conference provided educational content to assist judges and staff with effectively addressing the needs of individuals entering the criminal justice system with substance use and mental health disorders.

Action: Recommend adding language to the fiscal year 2015-16 Budget and Pay Memorandum permitting circuits to attend the Partners in Crisis Annual Conference or similar trainings.

1. Approve the recommendation
2. Do not approve the recommendation

5. Criminal Mental Health Treatment Services

In the fiscal year 2015-16 General Appropriations Act, the Legislature appropriated nonrecurring funding totaling \$250,000 in the Contracted Services category to continue the Eleventh Judicial Circuit’s Criminal Mental Health Project (CMHP).

Specifically, proviso states: *“From the funds in Specific Appropriation 3169, \$250,000 in nonrecurring general revenue funds is provided to contract with the South Florida Behavioral Health Network to provide treatment services for individuals served by the 11th Judicial Circuit Criminal Mental Health Project. The Office of the State Courts Administrator shall submit a report on the current status of the project to the chair of the Senate Appropriations Committee and the chair of the House Appropriations Committee. The report shall list all performance measures and indicate whether the contractor is meeting each measure and is due by December 1, 2015.”*

The South Florida Behavioral Health Network (SFBHN) is a non-profit 501(c)(3) managing entity, to provide treatment services for individuals served by the program. The SFBHN provides evidence-based behavioral health treatment services targeted to the unique needs and risk factors of individuals with serious mental illnesses who are frequent and costly recidivists to the justice system and acute care treatment system. The target population includes individuals with histories of severe psychiatric illness, chronic homelessness, hospitalizations, and arrests. Services focus on reducing costs to the criminal justice and public health systems, as well as improving public safety. It is estimated that 50 people will be served at a cost of \$5,000 per person, rather than spending \$27,000 annually for services in the

criminal justice system, state hospitals, crisis stabilization units, and emergency room visits with little to no return on investment.

The CMHP has been in operation since 2000 and has demonstrated a 75% reduction in recidivism among people with mental illnesses who were arrested. In 2012, police officers from the Miami-Dade Police Department and the City of Miami Police Department, trained by the CMHP, responded to 10,000 mental health calls, resulting in 2,100 people diverted from the criminal justice system and only 27 arrests. The CMHP reports that, as a result, the jail census dropped from 7,800 to 5,000 inmates, allowing closure of one jail facility at a cost-savings to taxpayers of \$12 million per year. This funding will be used to achieve similar outcomes among more frequent and costly recidivists by providing more targeted interventions. Outcomes will continue to be measured in fiscal year 2015-16 and will include rates of arrest and incarceration, utilization rates and costs for behavioral health services, rates of access to federal entitlement benefits, and housing and employment status.

Cost Center 378

Circuit	Contracted Services 100777 (nonrecurring)
11	\$250,000

Action: For Information Purposes Only.

Agenda Item V.A. FY 2016-17
Legislative Budget Request (LBR) –
LBR Timeline

Agenda Item V.A.: LBR Timeline

REVISED 2016-2017 Legislative Budget Request (LBR) Timeline Trial Courts

Tuesday, June 2	Preliminary LBR strategy discussion; TCBC Funding Methodology Committee meeting <i>Orange County Courthouse – Orlando, Florida</i>
Sunday, June 7	Approval of LBR strategy for new issues; Trial Court Budget Commission meeting <i>12:00 p.m. to 3:00 p.m. – Telephone Conference (Executive Conference Center has been reserved for Tallahassee participants)</i> TCBC meeting cancelled due to special legislative session; LBR Strategy was approved by the TCBC Executive Committee.
Wednesday, June 10	Notice of LBR strategy and LBR request instructions distributed to Chief Judges and Trial Court Administrators
Tuesday, June 23	Circuit specific LBRs due to OSCA Office of Budget Services
Wednesday, June 24 thru Wednesday, July 1	OSCA technical review
Wednesday, July 1	Approval of preliminary LBR recommendations; TCBC Funding Methodology Committee meeting <i>TBD - Telephone Conference</i>
Friday, July 10	Approval of final LBR recommendations; Trial Court Budget Commission meeting <i>Doubletree Downtown - Orlando, Florida</i>
Monday, July 13	Notice of TCBC Final LBR decisions distributed to circuits
Thursday, July 23 <i>(10 days following Notice of TCBC Final LBR decisions)</i>	Budget issue appeals, if any, due to TCBC
Wednesday, August 12	Joint meeting of Leadership materials sent out via email
Monday, August 17	Joint meeting of Leadership with the Chief Justice, OSCA, District Court of Appeal Budget Commission, Trial Court Budget Commission, JQC and Judicial Conference Chairs to review the LBR recommendations <i>1:00 p.m. to 4:00 p.m. – Telephone Conference (Executive Conference Center has been reserved for Tallahassee participants)</i>
Wednesday, August 19	Final LBR recommendations distributed to the Supreme Court for Court Conference

updated 6/10/15

Wednesday, August 26	Approval of LBR recommendations by the Supreme Court
Friday, September 11	Public Hearing
Tuesday, September 15	Submission of the Legislative Budget Request to the Legislature

Agenda Item V.B. FY 2016-17
Legislative Budget Request (LBR) –
Priorities/Strategies – Approved for
Estimation and Consideration

**Agenda Item V.B.: FY 2016-17 Legislative Budget Request – Priorities/Strategies
Approved for Estimation and Consideration**

Background

Due to the early timing of the 2016 Legislative Session, which begins in January, the development of the State Courts System (SCS) FY 2016-17 legislative budget request (LBR) is accelerated. The process for developing the LBR typically begins at the June allocation meeting of the Funding Methodology Committee (FMC). The FMC identifies issues to recommend for estimation and consideration by the full Trial Court Budget Commission (TCBC) at their standard June allocation meeting. This year, the standard June meeting was cancelled. Items of an urgent nature were addressed by the Executive Committee at a June 7, 2015, conference call. One such item was the priorities and strategies for the trial courts' 2016-17 LBR. The LBR must be finalized for consideration by the Supreme Court in late August and is due to the Legislature on September 15, 2015.

The FY 2015-16 LBR for the SCS included three large requests (employee and judicial pay, district court of appeal fixed capital outlay, and trial court technology), in addition to a number of comparatively smaller issues for the Supreme Court, the district courts of appeal, the trial courts, and the Office of the State Courts Administrator.

Listed below are the issues submitted in the trial court portion of the SCS FY 2015-16 LBR. On May 21, 2015, the chair of the TCBC sent this list to trial court chief judges and trial court administrators, requesting feedback on behalf of their circuit on the continued importance of the issues, assuming no funding is appropriated in the FY 2015-16 state budget.

FY 2015-16 Trial Court LBR Issues	Amount	Official Ranking	Chief Judge/TCA Average Score
Equity and Retention Pay Issue for State Courts System Employees	\$5,902,588	1	1.05
Trial Court Technology Strategic Plan	\$25,606,097	2	2.39
Case Management Resources	\$5,633,712	3	3.00
Court Interpreting Resources	\$1,367,126	4	4.82
Trial Court General Counsel Support	\$1,242,440	5	6.00
Law Clerks to Support Death Penalty Legislation	\$2,023,729	6	5.60
Compensation to Retired Judges	\$950,910	7	5.77
Courthouse Furnishings - Nonpublic Areas (14th and 17th Circuits)	\$891,699	8	7.38
Problem Solving Courts Education and Training	\$100,000	9	7.77

Note: The highlighted score represents the issue that was prioritized by the chief judges/TCAs differently than the official FY 2015-16 rankings (identified as part of the LBR and submitted to the Legislature by the Supreme Court).

Additionally, they were asked to identify any new or emerging issue (or issues) not requested as part of the FY 2015-16 LBR, with a brief explanation as to why it is significant. Listed below are the emerging issues that were identified by circuits:

5th Circuit - Additional support in Court Administration, including Senior Attorneys, Magistrates and support staff, Civil Traffic Infraction Hearing Officers, Hearing Officers for Guardianship cases, Dependency Mediation Services Coordinator, Public Information Officer, and additional resources to address growing need in all due process elements.

13th Circuit - Additional court interpreting resources, including expansion of remote interpreting to comply with rule amendments regulating the use of certified interpreters.

14th Circuit - Restoration of two court administration positions (Court Operations Manager and Human Resources Manager) lost in the reduction in force.

Funding Methodology Committee Recommendation

The Funding Methodology Committee (FMC) met on June 2, 2015, and discussed the issues (including the feedback from the chief judges/TCAs) for possible inclusion in the FY 2016-17 LBR. The FMC recommended that all issues identified be brought to the TCBC for estimation and consideration, but recognized the top four issues as most important (Equity and Retention Pay Issue for State Courts System Employees, Trial Court Technology Strategic Plan, Case Management Resources, and Court Interpreting Resources). The recommendation assumed that no funding would be received for these issues in the FY 2015-16 state budget. Partial funding was received for case management FTEs and court interpreting contractual resources.

Executive Committee Decision

At their June 7, 2015, conference call, the Executive Committee approved all issues listed in the above table for estimation and consideration, with the exception of Trial Court General Counsel Support and Problem Solving Courts Education and Training. Another issue, Senior Management Service Coverage, was identified as an issue for estimation and consideration in the FY 2016-17 LBR.

Decision Needed

Option 1: Endorse the decision of the Executive Committee regarding the FY 2016-17 LBR issues that were approved for estimation and consideration.

Note: The analysis of each issue was presented at the July 1, 2015, FMC conference call, for determination of whether to recommend to the TCBC that they be submitted to the Supreme Court for consideration. Each issue will be addressed separately in this agenda item, with the FMC recommendation included.

Option 2: Overturn the Executive Committee's decision.

Agenda Item V.B.1.: FY 2016-17 Legislative Budget Request (LBR) – Employee Pay Issue

Background

In its Fiscal Year 2014-15 legislative budget request, in order to retain highly skilled employees and to experience more equity with other government salaries, the State Courts System (SCS) requested \$18,828,193 in recurring salary appropriation. However, recognizing the considerable size of such a request, the SCS proposed a two-year implementation period. The 2014 Legislature provided \$8,132,614 for first-year implementation. That funding assisted the judicial branch in making significant headway in addressing retention and salary equity between the branch and other governmental entities for similar positions and duties.

With the first-year funding, the SCS was able to increase pay minimums of more than 100 classes and create 10 new classes within the SCS pay plan. An example of classes that continued to need adjustments were those in the case management element. Although the Trial Court Budget Commission had these classes on its priority list, there was not sufficient first-year funding to recommend adjustments for them to the Chief Justice as part of the implementation plan.

Classes in the trial court mediation element and in the court reporting element also needed analysis in terms of equity, retention, and recruitment. Time constraints for identifying and thoroughly analyzing comparable positions in those classes prevented such analysis during development of the Fiscal Year 2014-15 LBR. A number of other classes branch wide also needed concentrated analysis including such classes as Administrative Secretary I and II, Director of Community Relations, Finance and Accounting Manager, Secretary, Secretary Specialist, Senior Secretary, and Training Manager. In addition, continued analysis was needed for some classes that were adjusted but possibly not to the extent for maximizing retention and recruitment.

Following implementation of the first-year funding, staff of the Office of the State Courts Administrator (OSCA) reviewed 79 classes for initial analysis for pay equity, retention, or recruitment issues. Further, staff of OSCA reviewed all classes that were adjusted in the first phase, in order to determine whether there were ongoing equity, retention, or recruitment issues not sufficiently addressed in that phase. Staff of OSCA conducted this research in consultation with trial court administrators and district court marshals.

Based on that analysis, and as a top priority of its Fiscal Year 2015-16 legislative budget request, the SCS requested second-year funding of \$5,902,588 in recurring salary dollars branch wide, effective

July 1, 2015, to finish addressing a wide range of salary issues affecting court staff.¹ The narrative accompanying the LBR noted that:

Although positively impacted by the 2014 legislative funding, the branch must continue its progress in reaching its Long Range Strategic Plan goal of supporting competency and quality. Success in this regard continues to depend on the branch's ability to attract, hire and retain highly qualified and competent employees. As Florida's economy continues to improve, the employment environment is sure to become increasingly competitive. The State Courts System needs to be able to retain and recruit top talent in all of its elements to ensure that justice is served in the most efficient and effective manner to the people of Florida.

Because a skilled workforce contributes to fulfillment of the justice system's role in promoting public safety, the judicial branch partnered during the 2015 regular and special legislative sessions with a coalition of justice system entities – including the Attorney General, state attorneys, and public defenders – to advocate for funding to address salary challenges facing employees. The cumulative employee pay request of the coalition of justice system entities was \$21.7 million.

The Legislature did not fund the employee pay issue in the Fiscal Year 2015-16 General Appropriations Act.

Decision Needed

1. Recommend a Fiscal Year 2016-17 LBR of \$5,902,588 in second-year funding for court staff salary equity, recruitment, and retention issues. Authorize staff to make adjustments in the amount, as necessary, based on any updated or revised analysis.
2. Do not file an LBR for court staff salary equity, recruitment, and retention issues.

Prepared by the OSCA Deputy State Courts Administrator's Office, July 8, 2015

¹ Upon recommendation of the Unified Committee on Judicial Compensation, the SCS also sought in its Fiscal Year 2015-16 LBR a positive salary adjustment for justices and judges, as part of a multi-year strategy to restore their salaries to a competitive level. That request was distinct from the \$5.9 million employee pay issue and did not cite a specific amount.

Agenda Item V.B.2: FY 2016-17 Legislative Budget Request (LBR) – Trial Court Technology Funding

Background

The Supreme Court charged the Trial Court Budget Commission (TCBC) with exploring revenue sources for supporting life cycle funding for judicial viewers and future technology needs of the trial courts.

The Supreme Court submitted a supplemental legislative budget request (LBR) for \$25,606,097 in non-recurring general revenue and 65.0 FTE for Fiscal Year 2015-16 to fund the first year of a multi-year comprehensive strategy for addressing statewide technology needs of the trial courts. The issue was not funded during the 2015 Legislative Session.

Despite the lack of funding for FY 2015-16, there still exists the need for comprehensive trial court technology funding, covering the same issues that were requested last year, with slight modification to the cost estimates. At the June 7, 2015, meeting, the TCBC Executive Committee directed staff to develop a proposal for trial court technology as part of the FY 2016-17 LBR strategy.

Current

OSCA staff worked with the trial courts, updating cost estimates and adding issues/moving issues to out-years that support the comprehensive *Florida Trial Court Technology Strategic Plan 2015-2019*. Decreases in cost estimates for remote interpreting equipment (Group II) and the 65 requested FTE (Group III) reduced the overall LBR by \$185,630.

The trial courts need \$25,420,467 million in FY 2016-17 for a comprehensive plan to support trial court technology and ensure that trial courts have:

- Hardware and Software to Receive and Manage Documents Electronically
- Functional Digital Court Reporting and Remote Interpreting Equipment
- Staff to Support Technology
- Sufficient Bandwidth
- A Minimum Level of Technology Services in Communities Across the State

As in last year's LBR, this request would not be designed to supplant county funding of court technology. It addresses funding gaps and provides a minimum level of technology services in each county. The plan contemplates dedicated revenue streams for full life cycle funding and recurring maintenance costs in future fiscal years. Based on last year's comprehensive trial court technology plan, the FY 2016-17 LBR groups critical technology needs into three funding solutions:

Solution 1: Secure Case Management and Processing System (CAPS) \$6,313,420

This solution includes the Court Application Processing System (CAPS), which provides judges and court staff electronic case file information needed to perform their adjudicatory function. Judges and

court staff face challenges using multiple systems to access electronic case files in real-time in order to address the specific case processing and resource management needs of the trial courts. Servers in use are well past recommended usable lifespan. Foreclosure funding, which expired June 30, 2015, purchased the initial hardware and software for CAPS in civil divisions, but ongoing maintenance and refresh are needed to protect the initial investment. Further, not all judges and staff have CAPS.

Benefits of Proposed Solution

- Provides consistent access to and availability of data across counties and circuits.
- Provides complete, accurate, real-time information from multiple sources to judges, allowing for improved efficiency in judicial decision-making and reducing file movement between the clerk and court.
- Ensures judges have technology necessary to securely transmit court orders to the clerks of court.
- Builds upon current \$9 million investment in CAPS, funded with resources from the National Mortgage Foreclosure Settlement.
- Provides infrastructure needed to effectively manage court business processes and provides the court system with monitoring tools that allow courts to tailor performance measures and improve case management.

Solution 2: Court Reporting and Court Interpreting

\$8,103,874

Court Reporting and Court Interpreting updates include technological systems comprising audio/video hardware and software to support service delivery of critical due process court functions. Courts utilize outdated hardware and software to create the official court record, presenting the risk of system failure. Many circuits report that equipment and parts are no longer available and that manufacturers have ended technical support for these models. This mission-critical equipment is in use 365 days a year, sometimes for over 8 hours per day. Spoken and sign language court interpreting services are costly, and the unavailability of qualified interpreters in local courts sometimes results in court delays.

Benefits of Proposed Solution

- Provides continued ability to create the official court record.
- Improves access to court reporting and court interpreting services; allows for more timely access to transcripts and official records.
- Provides access to qualified interpreters remotely over a broader geographical area, using audio/video technology.
- Allows for cost containment in interpreter staff and contractor expenses.
- Creates potential for expansion to utilize this technology platform in expert witness testimony.

Solution 3: Minimum Level of Technology Services

\$11,003,173

Support for a minimum level of technology services includes increased bandwidth, core-function technology services, and staff to support a minimum level of technology in all counties and judicial circuits. Technology services vary across counties and circuits based on the county's ability to provide funding for needed services; multi-county circuits have difficulty sharing resources across county boundaries; and many technology initiatives require dedicated staff support. Circuits must often pay costly outside vendors to support audio equipment. Citizens in different counties may not have

comparable access to minimum standard core services. Additional bandwidth is needed to accommodate e-filing mandates, increased web-based services, and digital traffic.

Benefits of Proposed Solution

- Ensures citizens receive access to a consistent level of minimum court technology services, regardless of geography.
- Includes state-level technical expertise, upon request, to bridge knowledge gaps in counties of critical need.
- Provides court with dedicated staff to maintain state-owned hardware and software, resulting in cost savings.
- Allows court staff to maintain a skill set that keeps pace with evolving technology and ensures technology investment is fully supported throughout full life cycle.

It is anticipated the trial courts will need at least \$21,355,793 in FY 2017-18 and \$19,800,000 in out-years, to maintain and sustain the technology. Decisions on revenue proposals for FY 2016-17 and the out-years will be made at a later time.

Additionally, a website system has been developed and was implemented on July 1, 2015, to track technology incidents in the trial courts that are related to lack of funding. This tracking system will be used by Court Technology Officers and their staff to record problems involving hardware, software, and other resources that occur in FY 2015-16 as a result of insufficient funding and equipment. This information will be compiled by OSCA staff and made available as documentation to support this LBR issue.

Funding Methodology Committee Recommendation

The Funding Methodology Committee voted to approve option 1 (below) at their July 1, 2015, meeting.

Decision Needed

Option 1: Approve an FY 2016-17 LBR of \$25,420,467 and approve out-year estimated costs, as reflected in **Attachment A**, the Projects to Support Business Capabilities chart. Authorize OSCA staff to make minor revisions to the cost estimates as the issue is finalized for presentation to the Supreme Court.

Option 2: Recommend another option or do not file an LBR.

Trial Court Technology Strategic Plan Projected Costs FY 2016-2020

Technology Projects to Support Business Capabilities		FY 2016-17 Legislative Budget Request	Estimated Costs for FY 2017-18	Estimated Costs for FY 2018-19	Estimated Costs for FY 2019-20
Group I: Court Application Processing System					
1	<i>CAPS Viewer - Expansion to All Judges</i>	\$3,547,818	\$0	\$0	\$0
2	<i>CAPS Viewer - Maintenance</i>	\$1,856,988	\$1,856,988	\$1,856,988	\$1,856,988
3	<i>CAPS Viewer - Refresh</i>	\$0	\$433,333	\$433,333	\$433,333
4	<i>CAPS Viewer Enhancement</i>	\$250,000	\$250,000	\$250,000	\$250,000
5	<i>CAPS Viewer - Server Refresh</i>	\$658,614	\$658,614	\$658,614	\$658,614
<i>Group I Subtotal</i>		<i>\$6,313,420</i>	<i>\$3,198,935</i>	<i>\$3,198,935</i>	<i>\$3,198,935</i>
Group II: Court Reporting and Court Interpreting					
6	<i>Court Reporting Equipment Expansion</i>	\$916,064	\$119,487	\$119,487	\$119,487
7	<i>Court Reporting Equipment - Refresh /Maintenance</i>	\$4,165,765	\$2,583,363	\$2,583,363	\$2,583,363
8	<i>Court Reporting / Open Court</i>	\$175,000	\$175,000	\$175,000	\$175,000
9	<i>Remote Interpreting Equipment</i>	\$2,847,045	\$4,389,455	\$2,885,015	\$2,818,934
<i>Group II Subtotal</i>		<i>\$8,103,874</i>	<i>\$7,267,305</i>	<i>\$5,762,865</i>	<i>\$5,696,784</i>
Group III: Support for Minimum Level of Technology					
10	<i>Minimum Technology Service Levels</i>	\$4,150,195	\$4,150,195	\$4,150,195	\$4,150,195
11	<i>Bandwidth</i>	\$1,260,988	\$1,260,988	\$1,260,988	\$1,260,988
12	<i>Information Resource Mgmt Consultant (20 FTE, 1 per Circuit)</i>	\$2,080,460	\$2,045,500	\$2,034,560	\$2,034,560
13	<i>Information Systems Analysts (45 FTE)</i>	\$3,174,030	\$3,095,370	\$3,095,370	\$3,095,370
14	<i>Training and Education</i>	\$337,500	\$337,500	\$337,500	\$337,500
<i>Group III Subtotal</i>		<i>\$11,003,173</i>	<i>\$10,889,553</i>	<i>\$10,878,613</i>	<i>\$10,878,613</i>
TOTAL		\$25,420,467	\$21,355,793	\$19,840,413	\$19,774,332

**Agenda Item V.B.3.: FY 2016-17 Legislative Budget Request (LBR) –
Court Interpreting Resources**

Background

On March 27, 2014, the Supreme Court issued an opinion in SC13-304 amending the rules for certification and regulation of court interpreters. In response to concerns expressed during the FY 2014-15 allocation process regarding additional funding needed to comply with the requirements of the opinion, the Trial Court Budget Commission (TCBC) directed OSCA staff to examine options for requesting additional funding through a legislative budget request (LBR) and also consider additional workload needs. Based on circuit requests from the FY 2014-15 allocation process, and extrapolating to a statewide need, the TCBC approved an LBR of \$1,367,126 (\$1,233,292 in contractual funds; \$133,834 in salary dollars) in recurring funds for FY 2015-16. This request is separate from the LBR related to remote interpreting, which was part of the comprehensive trial court technology funding request.

The Legislature appropriated \$750,000 in recurring contractual dollars, partially funding this request for FY 2015-16. At the June 7, 2015, meeting, the TCBC Executive Committee directed staff to evaluate the continued need for this funding as part of the FY 2016-17 LBR.

Funding Methodology Committee Recommendation

The Funding Methodology Committee voted to approve option 1 (below) at their July 1, 2015, meeting.

Decision Needed

Option 1: Approve a FY 2016-17 LBR for the remaining, unfunded amount of \$483,292 to comply with SC13-304.

Option 2: Do not file an LBR. Court interpreting operational needs will be evaluated by the joint TCBC/TCP&A due process workgroup.

Agenda Item V.B.4.: FY 2016-17 Legislative Budget Request (LBR) – Case Management Resources

Background

Based on the official needs assessment methodology, additional case management resources are needed in the trial courts to assist in the processing and management of cases through the judicial system. Overall, case management provides early and continuous intervention through the life of a case that supports timely disposition. Specifically, case managers perform intake, screening, evaluation, monitoring, tracking, coordinating, scheduling, and referral activities that help judges guide cases to disposition.

Additionally, foreclosure settlement funds were provided to the circuits for temporary case management resources for the last three fiscal years. During this time period, case management resources assisted in significantly reducing the number of pending foreclosure cases by contacting plaintiffs and defendants, managing case files, and ensuring that cases are flowing through the judicial system in the most efficient manner. These funds terminated on June 30, 2015.

As part of the state courts' FY 2015-16 legislative budget request (LBR), a request was filed for over \$5.6 million (or 92.0 FTE) for additional case management resources. During the 2015 Special Session, the Legislature appropriated \$2.0 million to the trial courts to partially fund this issue (approximately 38.0 FTE). At their June 26, 2015, conference call, the Trial Court Budget Commission (TCBC) allocated the 38.0 FTEs to the circuits based on the net need calculation for their use in FY 2015-16. Although the additional funding provides relief, based on the official needs assessment funding methodology, there still exists a need for additional case managers in order to provide an adequate level of services throughout the state. At the June 7, 2015, meeting, the TCBC Executive Committee directed staff to examine the need and cost for additional case managers in the trial courts as part of the FY 2016-17 LBR strategy.

Methodology: Current LBR Needs Assessment

The official needs assessment funding methodology for the case management element is based on a ratio of 1.0 FTE case manager for every 5,500 projected FY 2015-16 filings, with a floor of 8.0 FTE. Based on this methodology, and excluding any negative net need, an additional 52.5 FTE are needed, funded at the Court Program Specialist II position, totaling \$3,212,634 (See **Attachment A**). Please note, this request represents the statewide need for additional resources. If additional resources are appropriated, circuit allotments will be determined during the FY 2016-17 allocation process. Allotments may be determined using a methodology different than the official needs assessment funding methodology.

Funding Methodology Committee Recommendation

The Funding Methodology Committee voted to approve Option 1, below, at their July 1, 2015, meeting.

Decision Needed

Option 1: File an LBR for **\$3,212,634** in recurring funds for an additional 52.5 FTE case managers based on the official needs assessment funding methodology.

Option 2: Do not file an LBR.

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FY 2016-17 Legislative Budget Request
Case Management

A	B	C	D	E	F	G
Circuit	FY 2015-16 New Allotment ¹	FY 2016-17 Needs Assessment			FMC Recommendation: Proposed FY 2016-17 LBR ⁴	
		FY 2015-16 Projected Filings ²	Case Management Total Need ³ (Rounded to the nearest whole FTE)	Case Management FTE Net Need	FTE	Salary, Benefits, Expenses
1	13	69,198	13	0	0	\$0
2	6	39,684	8	2	2	\$122,386
3	7	18,172	8	1	1	\$61,193
4	22	145,054	26	4	4	\$244,772
5	12	84,214	15	3	3	\$183,579
6	23.5	145,173	26	2.5	2.5	\$152,983
7	17.5	91,063	17	-0.5	0	\$0
8	7	41,036	8	1	1	\$61,193
9	21	151,299	28	7	7	\$428,351
10	12.5	80,057	15	2.5	2.5	\$152,983
11	50	311,998	57	7	7	\$428,351
12	12	64,922	12	0	0	\$0
13	23	160,579	29	6	6	\$367,158
14	8	36,605	8	0	0	\$0
15	22	143,383	26	4	4	\$244,772
16	8	9,572	8	0	0	\$0
17	34	226,935	41	7	7	\$428,351
18	14.5	93,876	17	2.5	2.5	\$152,983
19	9	54,866	10	1	1	\$61,193
20	18	108,111	20	2	2	\$122,386
Total	340	2,075,797	392	52	52.5	\$3,212,634

¹ Includes cost center 122 and cost center 217 (drug court) as of June 2015.

² FY 2015/16 Projected Filings includes all circuit and county court filings with the exception of civil traffic infractions.

³ Case Management Total Need is based on the funding methodology of 1:5,500 filings ratio and a floor of 8.0 FTE.

⁴ Proposed FY 2016-17 LBR is based on the FY 2016-17 Needs Assessment not including those circuits with a negative need. Requested funding is based on the salaries, benefits, and expenses associated with a Court Program Specialist II position.

Agenda Item V.B.5.: FY 2016-17 Legislative Budget Request (LBR) – Law Clerks to Support Death Penalty Legislation

Background

The Trial Court Budget Commission (TCBC) recognizes the need for sufficient law clerks to assist trial court judges in processing the often complex and legally significant matters related to a sentence of death. Additionally, AOSC11-32 directed the chief judge of each circuit to review and supervise the preparation of quarterly reports to the Supreme Court on post-conviction matters. To ensure sufficient law clerks are available to assist trial court judges in processing these matters, the TCBC approved recommending a legislative budget request (LBR) for FY 2014-15 and FY 2015-16. To date, the Legislature has not funded this issue. At its June 7, 2015, meeting, the TCBC Executive Committee directed staff to update the need and cost for additional law clerks to support death penalty legislation as part of the FY 2016-17 LBR strategy.

Methodology

The methodology is based on 10 years of cumulative capital murder conviction data, the official judicial Delphi case weight for capital murder cases, and a ratio of 1/2 law clerk workload associated with these cases to the FTE equivalent judicial workload (this is the same methodology as was used to develop the LBR for FY 2014-15). The FY 2015-16 LBR utilized a similar methodology, but also incorporated the use of a 0.5 FTE funding floor.

Funding Methodology Committee Recommendation

The Funding Methodology Committee voted to approve Option 1, below, at their July 1, 2015, meeting.

Decision Needed

Option 1: Based on the above methodology used for the FY 2015-16 request, file an LBR for 28.5 FTE law clerk positions (see **Column F in Attachment A**), for a total request of **\$2,095,064**.

Option 2: Do not file an LBR.

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Post Conviction Law Clerks Needs Assessment (Based on 10 Years of Cumulative Convictions)

Capital Murder Delphi Case Weight (in Minutes)	2,151
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A	B	C	D	E	F	G
					FMC Recommendation: Option 1	
					FTE	Cost
Circuit	10-Year Cumulative Capital Murder Convictions	Weighted Judicial Workload (in Minutes) Associated with Capital Murder Convictions Based on 10 Years of Cumulative Convictions	Available Minutes Per Judge	Estimated Number of Capital Murder Judges (Unrounded)		
1	104	223,704	70,950	3.2	1.5	\$110,267
2	59	126,909	70,950	1.8	1.0	\$73,511
3	30	64,530	70,950	0.9	0.5	\$36,756
4	185	397,935	77,400	5.1	2.5	\$183,778
5	65	139,815	70,950	2.0	1.0	\$73,511
6	171	367,821	77,400	4.8	2.5	\$183,778
7	86	184,986	70,950	2.6	1.5	\$110,267
8	26	55,926	70,950	0.8	0.5	\$36,756
9	215	462,465	77,400	6.0	3.0	\$220,533
10	75	161,325	70,950	2.3	1.0	\$73,511
11	155	333,405	77,400	4.3	2.0	\$147,022
12	62	133,362	77,400	1.7	1.0	\$73,511
13	102	219,402	77,400	2.8	1.5	\$110,267
14	36	77,436	70,950	1.1	0.5	\$36,756
15	169	363,519	77,400	4.7	2.5	\$183,778
16	5	10,755	70,950	0.2	0.5	\$36,756
17	159	342,009	77,400	4.4	2.0	\$147,022
18	139	298,989	77,400	3.9	2.0	\$147,022
19	62	133,362	70,950	1.9	1.0	\$73,511
20	38	81,738	70,950	1.2	0.5	\$36,756
Total	1,943	4,179,393		55.5	28.5	\$2,095,064

Note: The Summary Reporting System statistics provided above were extracted from a dynamic data base and may be amended by the Clerk of Court. For the majority of counties, estimated FY 2014-15 convictions were annualized using actual data from July 2014 through April 2015. Estimated FY 2014-15 convictions are based on FY 2013-14 actual data for Hillsborough and Pinellas counties.

Agenda Item V.B.6.: FY 2015-16 Legislative Budget Request (LBR) – Compensation to Retired Judges

Background

The Trial Court Budget Commission (TCBC) approved a legislative budget request (LBR) of \$950,910 for FY 2015-16 to increase the daily rate of compensation from \$350 to \$500 per day for retired judges who enter senior judge service. The methodology used in developing this LBR was based on bringing senior judge compensation in line with the statewide average compensation of civil traffic infraction hearing officers (CTIHO). The statewide average rate of compensation for a CTIHO, based on a 2008 hourly rate-of-pay survey, was \$60 per hour. Adjusting for inflation, the hourly rate of compensation results in a rate of \$66.42 per hour, or \$508.88 per day (excluding FICA costs and adjustments for holidays). Applying a similar adjustment to current senior judge pay would require an increase of \$152.17 per day (including FICA costs), rounded to a daily compensation rate of \$500.

This issue was approved by the Supreme Court and submitted as an LBR for the 2015 legislative session; however, no funding was appropriated in the FY 2015-16 budget. There was a recurring appropriation of 337 new senior judge days (for a total of 6,586 days), which needs to be factored in to the proposed FY 2016-17 LBR. Based on the methodology described above, the amount needed for the FY 2016-17 LBR is **\$1,002,192**.

The Florida Conference of Circuit Judges has expressed their support for this issue, as is seen in their May 26, 2015, letter (see **Agenda Item V.C.1.**), which requested the TCBC to consider increasing the current per diem rate paid to retired judges who serve as senior judges. As part of its request, the Conference expressed that the TCBC may determine that fewer senior judge days are needed and the senior judge pay can be correspondingly increased. Effectuating this option in FY 2016-17 may produce challenges, based on initial calculations and a lack of more recent historical expenditure data due to the infusion of non-recurring foreclosure appropriations of senior judge days over the last several years.

Proposed LBR

Total Senior Judge Days	Current Funding (Rate of \$355.08)	Proposed Funding (Rate of \$507.25)
6,586	\$2,338,557	\$3,340,749
Total FY 2016-17 LBR		\$1,002,192

Funding Methodology Committee Recommendation

The Funding Methodology Committee voted to approve option 2 at their July 1, 2015, meeting.

Decision Needed

Option 1: Approve an FY 2016-17 LBR for **\$1,002,192** in recurring funds to adjust the senior judge daily rate of compensation from \$350 to \$500.

Option 2: Do not recommend this issue as an LBR for the FY 2016-17 legislative agenda.

Agenda Item V.B.7.: FY 2016-17 Legislative Budget Request (LBR) – Senior Management Service Coverage

Background

Senior Management Service Retirement and Health Benefits

One of the pay plan classes within the State Personnel System is “Senior Management Service” (SMS). The SMS class is limited to particular employees, and members of the SMS enjoy more favorable retirement accrual rates and lower health insurance premiums than regular “Career Service” employees.

With respect to retirement, SMS members of the Florida Retirement System (FRS) have a percentage value earned for each year of service credit of 2 percent. In contrast, regular class members earn at a rate of 1.6 to 1.68 percent depending upon age and years of service at retirement.

Under the State Group Insurance Program, members of the SMS, as well as members of the Select Exempt Service Class, are considered “payalls” and are entitled to enhanced benefits in the form of lower health insurance premiums than Career Service and Other Personal Services (OPS) employees. SMS employees pay \$8.34 per month for single coverage and \$30 per month for family coverage, compared to \$50 and \$180 per month for single and family coverage for Career Service and OPS employees.

Judicial Branch Employee Retirement and Health Benefits

Although the State Courts Systems operates under a different classification system than the State Personnel System, some judicial branch employees enjoy favorable retirement and health benefits as SMS employees do.

With respect to retirement, justices and judges earn at a rate of 3.33 percent for each year of service. In addition, since 1994, under s. 121.055(1)(h), F.S., specified court system employees are compulsory participants in the SMS for purposes of the FRS and therefore have a percentage value earned for each year of service credit equal to 2 percent. The statutorily prescribed positions are:

- State Courts Administrator;
- Deputy State Courts Administrators;
- Supreme Court Clerk;
- Supreme Court Marshal;
- District Court Clerks;
- District Court Marshals;
- Trial Court Administrators; and

- Chief Deputy Court Administrators.

All of these employees are also considered “payalls” or enhanced benefit employees under the State Group Insurance Program and therefore pay the lower health insurance premiums (\$8.34/month for single and \$30/month for family coverage). In addition, the following judicial branch employees also are entitled to the “payall” status for health insurance:

- Director of Administrative Services, Office of the State Courts Administrator (OSCA);
- Supreme Court Chief Deputy Clerk;
- District Court Chief Deputy Clerk;
- Supreme Court Career Staff Attorney;
- Supreme Court Director of Central Staff;
- District Court Director of Central Staff;
- Supreme Court Director of Public Information;
- District Court Career Attorney;
- Supreme Court Librarian;
- Inspector General;
- Chief of Strategic Planning;
- Chief of Personnel Services, OSCA;
- Chief of Court Education;
- Chief of Court Improvement;
- Chief of Court Services;
- Chief of Alternative Dispute Resolution;
- Chief of Finance and Accounting;
- Chief of Budget Services;
- Chief of General Services;
- Resource Planning and Support Services Manager;
- Director of Community and Intergovernmental Relations;
- State Courts Technology Officer – OSCA;
- Senior Attorney II – OSCA Publications Attorney; and
- Judicial Assistant – All Court Levels.¹

2005 Legislative Request by Judicial Branch

In 2005, the judicial branch requested funding to add a total of 135 employees across all court levels and OSCA for eligibility for SMS retirement status. The trial court portion of this request was 100 (5 per circuit).

¹ Most of these positions were covered when, in 1986 and 1987, the judicial branch requested funding to provide 100-percent paid benefits for up to 60 State Courts System positions determined to be comparable to Select Exempt Service. In 1999 the Legislature approved funding to provide 100-percent state paid benefits for all judicial assistant positions at all court levels. (The state has since ceased 100-percent paid benefits, but these positions qualify for the lower health insurance premiums under the “payall” status.)

In conjunction with this request, the judicial branch considered proposing an amendment to the statute that prescribes the court system employees who are SMS participants for purposes of the FRS, in order to allow chief judges to designate additional employees under certain circumstances. Specifically, the branch proposed to add the following language to the statute:

Effective July 1, 2005, participation in the Senior Management Retirement Class shall be compulsory for up to 135 additional nonelective full-time positions in the appellate and circuit court, and the Office of the State Courts Administrator, as designated by the chief judge of each court and approved by the Chief Justice, provided that each position added to the class must be a managerial or policymaking position filled by an employee who heads an organizational unit and has responsibility to effect or recommend personnel, budget, expenditure, or policy decisions in his or her areas of responsibility.

In addition, the judicial branch requested funding include 657 managers and attorneys across all court levels and OSCA within the eligibility for the 100-percent paid health insurance benefits that, at the time, the state provided. The trial court portion of this request was 100 managers and 314 attorneys.

The estimated cost of the request was \$1,780,405 – \$202,500 for the retirement portion and \$1,577,905 for the paid benefits portion.

Decision Needed/Considerations

At its June 7, 2015, meeting, the Executive Committee of the Trial Court Budget Commission (TCBC) identified SMS coverage for an expanded pool of court system employees as a potential judicial branch LBR for fiscal year 2016-17. Additional guidance is necessary in order to estimate the cost for such a request. In addition, there are policy considerations that the TCBC may wish to discuss, such as:

- Is the desire to increase SMS-style coverage for both retirement and health insurance purposes?
- What employees should be included in such coverage?
- Are there positions in the court system that are not covered while directly comparable positions elsewhere in state or local government are covered?
- To what extent would the request encompass other levels of court in addition to the trial courts?
- If the request were to feature, as the 2005 proposal did, discretion for a chief judge to designate positions within certain parameters:
 - What should the parameters be?
 - To what extent is there potential for inconsistent application of coverage across the state based on the designation decisions by different chief judges?

Agenda Item V.B.8.: FY 2016-17 Legislative Budget Request – Courthouse Furnishings

At the June 7, 2015, meeting, the Trial Court Budget Commission approved, as part of the FY 2016-17 Trial Court Legislative Budget Request strategies, circuits to submit requests for courthouse furnishings. All items submitted were reviewed for compliance with provisions in Florida Statutes, section 29.008, and with the Department of Financial Services and the Governor's Office of Policy and Budget guidelines. The total of all requests submitted for courthouse furnishings is \$265,740 (\$144,307 Expense and \$121,433 Other Capital Outlay (OCO)) in non-recurring funding.

A. Second Judicial Circuit Request – \$26,052

- In 2015-16, the Second Circuit anticipates the retirement of one long-tenured circuit judge, and potentially a second. Upon retirement, the judges will take their personal items, which include desks, tables, and chairs used in their chambers. These items were used in lieu of government provided furniture and are a significant portion of the office set up. In anticipation of the judges' retirement and their removal of personal items, three office set-ups are requested for each judge's chamber in the Leon County Courthouse.
- At the June 26, 2015, meeting the Trial Court Budget Commission approved, as part of the FY 2016-17 resource allocation, 2.00 FTE for the Second Judicial Circuit for case management based on the official needs assessment methodology. The Second Judicial Circuit is requesting two office set-ups for each new position.

In total, the Second Circuit requests \$26,052 (\$15,938 Expenses and \$10,114 OCO) to furnish the non-public portion of the offices detailed above. See the attached chart for a detail of expenditures submitted by the circuit.

Options:

1. File issue as requested.
2. Do not file issue.

B. Eleventh Judicial Circuit Request – \$137,392

The Dade County Courthouse's third floor, which previously housed the Eleventh Circuit's Probate Division, was vacated on May 27, 2014, for renovations and air conditioning system replacement. The renovations are expected to be completed in the summer of 2016. Once the renovations are complete, the Eleventh Circuit's Probate Division will relocate to the

third floor of the Dade County Courthouse, where they were previously located prior to the renovations.

When the Probate Division was relocated in May 2014, furnishings previously utilized by the judges and staff remained on the third floor of the Dade County Courthouse due to lack of storage space available in the facility. As a result of no air conditioning and poor ventilation on the third floor, the condition of the furnishings has deteriorated, and they will need to be replaced. In addition, the furniture has exceeded the life expectancy as it is over 10 years old. The furniture was purchased between 1997 and 2005.

New furnishings are being requested for the Probate Division, which is comprised of four judges, four judicial assistants, and four bailiffs as well as case managers, interns, and volunteers. The new furnishings are necessary for the effective and efficient operation of the circuit's Probate Division when the court personnel are relocated to the newly renovated third floor of the Dade County Courthouse. Relocation is expected in the summer of 2016.

The Eleventh Circuit requests \$137,392 (\$63,992 Expense and \$73,400 OCO) to purchase desks, chairs, tables, and file cabinets to furnish non-public areas of the Dade County Courthouse where the Probate Division will be located. The new furnishing will meet the requirements of the new office layouts. See the attached chart for detail of expenditures submitted by the circuit.

Options:

1. File issue as requested.
2. Do not file issue.

C. Fourteenth Judicial Circuit Request – \$66,003

A new courthouse addition has been approved in the Fourteenth Circuit for the circuit judges headquartered in Bay County with a projected completion date of summer 2016. The purpose of this new addition is to provide additional office space and courtroom space to ease courtroom scheduling problems currently being experienced. Once the new addition is complete, the circuit judges and judicial assistants currently housed on the third floor of the main Bay County Courthouse will be relocated to the new addition. The majority of the existing furniture will be used in the new location; however, furniture is needed for the additional office space that will be available in the new facility.

At the main courthouse, county judges and judicial assistants will move from their offices on the second floor to the office space vacated by the circuit judges on the third floor. Due to office size and set up variances in the new office locations, furniture will need to be purchased for the county judges.

The Fourteenth Circuit requests \$66,003 (\$48,898 Expense and \$17,105 OCO) to purchase desks, chairs, tables, and file cabinets to furnish non-public portions of the new addition to the courthouse as well as to meet the requirements of different office layouts. See the attached chart for detail of expenditures submitted by the circuit.

Options:

1. File issue as requested.
2. Do not file issue.

D. Eighteenth Judicial Circuit Request – \$36,293

- New furniture is needed for one county court judge in the Brevard County Courthouse. The current office furniture used by the judge has exceeded its life expectancy. The furniture is either broken or severely worn from years of use. The judge's office currently has a desk with a credenza and two bookcases and the replacement cost is \$4,235.
- Modular/work station furniture is requested for the Digital Court Reporter office in the Brevard County Courthouse. Currently, the Digital Court Reporter office has one desk and one credenza shared between two employees. The work stations will allow a more efficient work environment. The cost is for the modular workstation to accommodate both Digital Court Reporters is \$1,848.
- Eight side arm chairs are requested for the Brevard County Courthouse conference room, at a cost of \$2,264, to replace old, non-functional chairs in a conference room where video conferences, meetings, interviews, and presentations are held. Benefits of replacing the chairs include improving the functionality and professional atmosphere appropriate for judges and court staff.
- New desks, chairs, and office furniture for two circuit judges and three general magistrates are needed in Seminole County. The total cost in Seminole County is \$27,946. The OCO component is \$15,432 with the remaining amount of \$12,514 as expense. The current office furniture used by the judges and magistrates has exceeded its

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life expectancy. The furniture is either broken or severely worn from years of use. Some drawers do not open and the structure does not efficiently accommodate computer equipment. The work stations will allow a more efficient work environment. If the request is not funded, existing furniture will continue to diminish in appearance and functionality.

In total, the Eighteenth Circuit requests \$36,293 (\$15,479 Expense and \$20,814 OCO) to purchase replacement office furniture and work stations.

[See the attached chart for detail of expenditures submitted by the circuits.]

Options:

1. File issue as requested.
2. Do not file the issue.

FY 2016-17 LBR FURNITURE REQUEST TEMPLATE

Circuit: Second

County: Leon

Facility: New or Renovation

Location/Room Type	# of Rooms	Item	Unit Cost	# of Units	Expense	Operating Capital Outlay (OCO)	Totals	Notes (clarification, justification if over standard amounts, etc.)
Circuit Judge Chambers	2	Desk	1,685	2		3,370	3,370	for Judges (available desk suitable for judicial chambers cost more than \$625 each)
		Executive Ergonomic Chair	675	2	1,350		1,350	for Judges
		Conference Table (96" x 48")	2,000	2		4,000	4,000	for Judges
		Conference Table Chairs	283	16	4,528		4,528	for use with conference tables
		Credenza	1,372	2		2,744	2,744	for Judges
		Hutch	625	2	1,250		1,250	for Judges
		Bookcase	355	2	710		710	for Judges
		Lateral Filing Cabinet	775	2	1,550		1,550	for Judges
New circuit positions - 2 case manager	2	Desk	625	2	1,250		1,250	for new case managers
		Ergonomic Chair	675	2	1,350		1,350	for new case managers
		Credenza	900	2	1,800		1,800	for new case managers
		Hutch	625	2	1,250		1,250	for new case managers
		Filing cabinet (2 drawer)	450	2	900		900	for new case managers
Totals	4				15,938	10,114	26,052	

FY 2016-17 LBR FURNITURE REQUEST TEMPLATE

Circuit: 11th Judicial Circuit of FL

County: Miami Dade County

Facility: New or Renovation

Location/Room Type	# of Rooms	Item	Unit Cost	# of Units	Expense	Operating Capital Outlay (OCO)	Totals	Notes (clarification, justification if over standard amounts, etc.)
Judge's chamber - Probate	4	Judge's chair	675	4	2,700		2,700	** Note ** See below
		Judge's desk	2,400	4		9,600	9,600	
		Judge's credenza	2,200	4		8,800	8,800	
		8' Conference table	2,300	4		9,200	9,200	
		Computer table / casters	1,400	4		5,600	5,600	
		Sofa	1,375	4		5,500	5,500	
		Two drawer lateral file	1,200	8		9,600	9,600	
		Conference chairs	671	28	18,788		18,788	
		Guest chairs	475	8	3,800		3,800	
		72" Bookcases	979	12	11,748		11,748	
		End tables	373	8	2,984		2,984	
Judicial Assistant's area	4	U-shape desk	3,200	4		12,800	12,800	
		Hutch - for U-shape desk	1,400	4		5,600	5,600	
		Chair	600	4	2,400		2,400	
		Five drawer lateral file cabinet	985	8	7,880		7,880	
		Guest chairs	475	8	3,800		3,800	
Bailiff's area	4	Single pedestal desk /keyboard	1,675	4			6,700	
		Chair	600	4	2,400		2,400	
		Five drawer lateral file cabinet	985	4	3,940		3,940	
		Small storage cabinet	888	4	3,552		3,552	
Totals	12				63,992	66,700	137,932	

**Note ** Amount represents well designed wood furniture purchased for Judges for many years. The superior construction of the wood furniture is superior and the life expectancy is much greater. The unit price includes 10% for delivery and installation as stipulated on the State of Florida Furniture Contract.

FY 2016-17 LBR FURNITURE REQUEST TEMPLATE

Circuit: 14th
 County: Bay
 Facility: New or Renovation

Location/Room Type	# of Rooms	Item	Unit Cost	# of Units	Expense	Operating Capital Outlay (OCO)	Totals	Notes (clarification, justification if over standard amounts, etc.)
Level 2							-	
Judge's Office	1	Desk	922	1	922		922	
		Two-Drawer Lateral File	674	1		1,106	1,106	The two-drawer lateral file cabinet and hutch will be considered one unit for OCO. (\$674 + \$432 = \$1,106)
		Bookcase for Two-Drawer File	432	1			-	
		Kneespace Credenza	872	1		1,124	1,124	The kneespace credenza and keyboard tray will be considered one unit for OCO. (\$872 + \$252 = \$1,124)
		Keyboard Tray	252	1			-	
		Executive Chair	607	1	607		607	
		Guest Chair	365	2	730		730	
Judicial Assistants' Offices	4	Desk	792	4		5,796	5,796	The desk and return will be considered one unit for OCO. (\$792 + \$657 = \$1,449)
		Return for Desk	657	4			-	
		Two-Drawer Lateral File	674	4	2,696		2,696	
		Delivery, Assembly, Installation	900		900		900	
							-	
Totals	5				5,855	8,026	13,881	

FY 2016-17 LBR FURNITURE REQUEST TEMPLATE

Circuit: 14th
 County: Bay
 Facility: New or Renovation

Location/Room Type	# of Rooms	Item ^x	Unit Cost	# of Units	Expense	Operating Capital Outlay (OCO)	Totals	Notes (clarification, justification if over standard amounts, etc.)
Level 3							-	
Judge's Office	1	Desk	922	1	922		922	
		Two-Drawer Lateral File	674	1		1,106	1,106	The two-drawer lateral file cabinet and bookcase will be considered one unit for OCO. (\$674 + \$432 = \$1,106)
		Bookcase for Two-Drawer File	432	1			-	
		Kneespace Credenza	872	1		1,124	1,124	The kneespace credenza and keyboard tray will be considered one unit for OCO. (\$872 + \$252 = \$1,124)
		Keyboard Tray	252	1			-	
		Executive Chair	607	1	607		607	
Judges' Offices	5	Guest Chair	365	10	3,650		3,650	
Judicial Assistant's Office	1	Desk	792	1		1,449	1,449	The desk and return will be considered one unit for OCO. (\$792 + \$657 = \$1,449)
		Return for Desk	657	1			-	
		Two-Drawer Lateral File	674	1	674		674	
Judicial Assistants' Offices	4	Guest Chair	365	8	2,920		2,920	
Judicial Conference Room	5	10' Conference Table	1,080	5		5,400	5,400	
		Conference Chair	380	55	20,900		20,900	
		Executive Chair	607	5	3,035		3,035	
		Computer Desk	687	5	3,435		3,435	
		Delivery and Installation			6,900		6,900	
Totals	16				43,043	9,079	52,122	

FY 2016-17 LBR FURNITURE REQUEST TEMPLATE

Circuit: 18TH
 County: BREVARD
 Facility: New or Renovation

Location/Room Type	# of Rooms	Item	Unit Cost	# of Units	Expense	Operating Capital Outlay (OCO)	Totals	Notes (clarification, justification if over standard amounts, etc.)
Judge's Chambers	1	Executive Desk	1,869	1		1,869	1,869	See narrative
		Credenza	1,666	1		1,665	1,665	
		Book Shelf	701	1	701		701	See attached Quote B
							-	
							-	
Digital Court Reporting Office	1	Modular Furniture	1,848	1		1,848	1,848	See narrative and attached Quote A for
								breakdown of individual pieces
							-	
Court Administration	1	Side arm chairs	283	8	2,264		2,264	See narrative
							-	Shipping & installation included on quotes
Totals	3				2,965	5,382	8,347	

FY 2016-17 LBR FURNITURE REQUEST TEMPLATE

Circuit: 18th

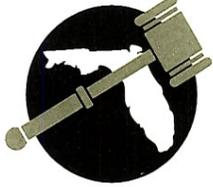
County: Seminole

Facility: New or Renovation

Location/Room Type	# of Rooms	Item	Unit Cost	# of Units	Expense	Operating Capital Outlay (OCO)	Totals	Notes (clarification, justification if over standard amounts, etc.)
Judge's Chambers	2	Multi-Function Work Station	4,417	2		8,834	8,834	See attached Quote C
	2	High Back Task Chairs	645	2	1,290		1,290	Ergonomic
	2	Bookcases	895	4	3,580		3,580	See attached Quote D
	2	Small Office Conference Table	600	2	1,200		1,200	
	2	Side arm chair	264	4	1,056		1,056	
Magistrate(s) Office	3	Multi-Function Work Station	2,198	3		6,598	6,598	See attached Quote E
	3	High Back Task Chairs	645	3	1,935		1,935	Ergonomic
	3	Side arm chair	264	6	1,584		1,584	
	3	Filing Cabinet	395	3	1,185		1,185	
	3	Bookcases	228	3	684		684	
								Shipping & Installation included on quotes
Totals	5				12,514	15,432	27,946	

Agenda Item V.C. FY 2016-17
Legislative Budget Request (LBR) –
Additional Requests/Priorities:

1. Florida Conference of Circuit Judges’
Recommendations
2. Education and Training on
Co-occurring Disorders



Florida Conference of Circuit Judges



May 26, 2015

Honorable Mark Mahon, Chair,
Trial Court Budget Commission
501 W. Adams Street, Room 7007
Jacksonville, FL 32202

RE: FCCJ recommended legislative budget request for 2016-2017

Dear Chairman Mahon:

This letter is to advise the TCBC of the Florida Conference of Circuit Judges (FCCJ) LBR for the 2016-2017 Legislative Session.

On April 13, 2015, the FCCJ Officers met to consider recommendations made by our Legislative Committee and to vote on those proposals. As a result of the meeting, we submit for the TCBC's consideration our 2016 legislative priorities attached herein.

2016 LEGISLATIVE FLORIDA CONFERENCE OF CIRCUIT JUDGES **RECOMMENDED LEGISLATIVE PRIORITIES**

I. HIGH PRIORITY

- Pay increase for judges.
- Staff salary equity adjustments- second phase of two year plan, previously implemented.
- Pay increases for all Judicial Branch employees.
- Maintain current retirement system benefits; keep the defined benefit option open for new and existing judges.
- Exempt retiring judges from waiting one year to be eligible for compensation as a senior judge.
- Senior judge pay increase. (Daily rate is currently set by TCBC. TCBC may determine that fewer senior judge days are needed and the senior judge pay can be correspondingly increased).

II. MEDIUM PRIORITY

- Raise mandatory retirement age of judges from 70 to 75 (Constitutional Amendment required).
- Maintain health insurance contributions at current level.

- Foreclosure backlog initiative funds; additional case managers to assist with foreclosure cases.

III. LOW PRIORITY

- Additional law clerks to manage death penalty cases.
- Adequate funds for conflict counsel payments over the flat fee. (This is now a JAC issue; monitor status.)

As it is early in the legislative process for the next fiscal year, there may be additional recommendations forthcoming from the Conference.

Please feel free to contact me at any point should any clarification or other information be required. Thank you very much.

Respectfully,



Jeff Colbath, Chair, FCCJ

cc: Chief Justice Jorge Labarga, Chair, Unified Committee on Judicial Compensation; Scott Bernstein, FCCJ Chair-Elect; Angela Cowden, FCCJ Secretary; Carol Falvey, FCCJ Treasurer; Olin Shinholser and John Stargel, FCCJ Legislative Committee Co-Chairs; PK Jameson, State Courts Administrator; and Eric Maclure, Deputy State Courts Administrator

Agenda Item V.C.2.: FY 2016-17 Legislative Budget Request (LBR) – Additional Requests/Priorities – Education and Training on Co-Occurring Disorders

Background

As part of its fiscal year 2015-16 trial court legislative budget request (LBR), the judicial branch requested \$100,000 in nonrecurring funds to provide statewide training and education for judges and court staff responsible for managing cases involving individuals with mental illnesses and substance use disorders. The Trial Court Budget Commission (TCBC) recommended inclusion of this issue based upon a request for \$150,000 submitted by Miami-Dade County Judge Steven Leifman in his capacity as chair of the Task Force on Substance Abuse and Mental Health Issues in the Courts (task force). The budget narrative noted that similar funding provided by the Legislature in fiscal year 2014-15 had been used for approximately 140 judges and court staff to attend the Florida Partners in Crisis 2014 Annual Conference in July 2014.

During the recently completed special session, the Legislature did not provide new nonrecurring funding for this issue in the fiscal year 2015-16 General Appropriations Act (GAA). However, GAA proviso specifies that \$100,000 from funds in the Specific Appropriation 3164 (Circuit Court Expenses category) is provided for this purpose:

“From the funds in Specific Appropriation 3164, \$100,000 in nonrecurring general revenue funds is provided for training judges and staff on how to address co-occurring disorders in the criminal justice system.”

In a letter to the chair of the TCBC dated July 2, 2015, Judge Leifman is requesting that the TCBC recommend that the Supreme Court include a request for \$150,000 in the judicial branch LBR for fiscal year 2016-17. (See attached letter.) In support of the request, Judge Leifman states in the letter:

Through the *Transforming Florida’s Mental Health System* report and the subsequent work of the task force, we continue to learn about best practices aimed at more effectively responding to the needs of individuals with mental health and substance use disorders who come into contact with the justice system. Proven strategies that are more effective and efficient than traditional case processing have been developed to more appropriately handle cases, reduce recidivism and caseloads, and improve outcomes for individuals who come before the courts. To ensure that courts and the justice system reap the maximum benefit from these innovations, it is critical that ongoing resources be made available to ensure a well-trained and informed judiciary.

Consistent with my previous requests for funding to provide ongoing training and education to judges, court staff, and justice system partners, I am respectfully requesting

that the TCBC consider \$150,000 for the court's legislative budget request (LBR) for FY 16-17.

This issue was not considered by the Funding Methodology Committee, as it was not among the fiscal year 2015-16 issues that the TCBC Executive Committee, at its meeting on June 7, approved for estimation and consideration.

Decision Needed

Option 1: Recommend filing a budget request for \$150,000 in recurring general revenue.

Option 2: Recommend filing a budget request for \$150,000 in nonrecurring general revenue.

Option 3: Recommend filing a budget request for a different amount in recurring or nonrecurring general revenue.

Option 4: Do not recommend filing a budget request on this issue.



COUNTY COURT
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA

STEVE LEIFMAN
COUNTY JUDGE

RICHARD E. GERSTEIN JUSTICE BUILDING
1351 NW 12TH STREET
MIAMI, FLORIDA 33125

July 2, 2015

The Honorable Mark Mahon
Chair, Trial Court Budget Commission
Duval County Courthouse
501 West Adams Street
Jacksonville, Florida 32202

Dear Judge Mahon:

The purpose of the Task Force on Substance Abuse and Mental Health Issues in the Courts, as expressed in administrator order AOSC 14-46, is to continue addressing the needs of individuals with serious mental illnesses and substance use disorders who become involved in the justice system. In order for the justice system to effectively respond to individuals with underlying mental health and/or substance abuse disorders, the task force recognizes that judges, court staff, and our justice system partners must obtain ongoing education and training on the latest research and best practices to effectively handle this population.

Through the *Transforming Florida's Mental Health System* report and the subsequent work of the task force, we continue to learn about best practices aimed at more effectively responding to the needs of individuals with mental health and substance use disorders who come into contact with the justice system. Proven strategies that are more effective and efficient than traditional case processing have been developed to more appropriately handle cases, reduce recidivism and caseloads, and improve outcomes for individuals who come before the courts. To ensure that courts and the justice system reap the maximum benefit from these innovations, it is critical that ongoing resources be made available to ensure a well-trained and informed judiciary.

Consistent with my previous requests for funding to provide ongoing training and education to judges, court staff, and justice system partners, I am respectfully requesting that the TCBC consider \$150,000 for the court's legislative budget request (LBR) for FY 16-17.

Thank you for your consideration of this request. I would be pleased to answer any questions or provide additional information to assist you with evaluating this request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steven Leifman".

Steven Leifman
Chair, Task Force on Substance Abuse and Mental Health Issues in the Courts

cc: The Honorable Jorge Labarga, Chief Justice, Florida Supreme Court
The Honorable Peggy A. Quince, Liaison, Task Force on Substance Abuse and Mental Health Issues in the Courts
PK Jameson, State Courts Administrator
Eric Maclure, Deputy State Courts Administrator, OSCA
Martha Martin, Chief of Court Education, OSCA
Rose Patterson, Chief of Court Improvement, OSCA
Jennifer Grandal, Senior Court Operations Consultant, OSCA

Agenda Item V.D. FY 2016-17
Legislative Budget Request (LBR) –
Priority Ranking of LBR Issues

Agenda Item V.D.: Priority Ranking of LBR Issues

Chapter 216, Florida Statutes, requires the judicial branch (and all state entities) to list the request for operational expenditures in excess of the base operating budget, by order of priority. Schedule VIIIA of the Legislative Budget Request (LBR) is the means by which this prioritization is provided.

The chart below reflects the Fiscal Year 2016-2017 LBR issues presented to the Trial Court Budget Commission for approval. For those issues approved, please rank the priority order:

ISSUE	PRIORITY #
Employee Pay Issues	
Trial Court Technology Funding	
Court Interpreting Resources	
Case Management Resources	
Law Clerks to Support Death Penalty Legislation	
Compensation to Retired Judges	
Senior Management Service Coverage	
Courthouse Furnishings	
Education and Training on Co-occurring Disorders	

Agenda Item VI. Report from Chief
Justice Designee to Clerks of Court
Operations Corporation Executive
Council

Agenda Item VI. Report from Chief Justice Designee to Clerks of Court Operations Corporation Executive Council

County	SSC	Orig Bud Auth	Est Rev	Recommended Bud Auth	Diff	Perc
Alachua	4	\$ 5,879,840.00	\$ 4,348,784.66	\$ 5,583,175.00	\$ (296,665.00)	-5.0%
Baker	2	\$ 632,223.00	\$ 431,339.00	\$ 600,324.00	\$ (31,899.00)	-5.0%
Bay	3	\$ 3,571,870.00	\$ 3,966,210.54	\$ 3,391,653.00	\$ (180,217.00)	-5.0%
Bradford	2	\$ 674,066.00	\$ 626,343.55	\$ 640,056.00	\$ (34,010.00)	-5.0%
Brevard	5	\$ 13,800,638.00	\$ 8,483,093.82	\$ 13,104,332.00	\$ (696,306.00)	-5.0%
Broward	6	\$ 40,014,826.00	\$ 41,193,100.00	\$ 37,995,892.00	\$ (2,018,934.00)	-5.0%
Calhoun	1	\$ 452,789.00	\$ 155,330.00	\$ 429,944.00	\$ (22,845.00)	-5.0%
Charlotte	3	\$ 3,736,453.00	\$ 3,181,435.00	\$ 3,547,932.00	\$ (188,521.00)	-5.0%
Citrus	3	\$ 2,450,367.00	\$ 2,170,000.00	\$ 2,326,735.00	\$ (123,632.00)	-5.0%
Clay	3	\$ 3,346,245.00	\$ 3,226,888.61	\$ 3,177,411.00	\$ (168,834.00)	-5.0%
Collier	4	\$ 7,185,600.00	\$ 6,557,169.08	\$ 6,823,053.00	\$ (362,547.00)	-5.0%
Columbia	2	\$ 1,332,170.00	\$ 1,484,889.40	\$ 1,264,956.00	\$ (67,214.00)	-5.0%
Dade	6	\$ 69,669,469.00	\$ 63,000,000.00	\$ 66,154,320.00	\$ (3,515,149.00)	-5.0%
Desoto	2	\$ 800,102.00	\$ 705,833.06	\$ 759,733.00	\$ (40,369.00)	-5.0%
Dixie	1	\$ 495,381.00	\$ 223,238.81	\$ 470,387.00	\$ (24,994.00)	-5.0%
Duval	5	\$ 16,807,590.00	\$ 16,809,097.58	\$ 15,959,569.00	\$ (848,021.00)	-5.0%
Escambia	4	\$ 6,797,308.00	\$ 5,657,801.18	\$ 6,454,352.00	\$ (342,956.00)	-5.0%
Flagler	2	\$ 1,633,226.00	\$ 1,498,803.00	\$ 1,550,822.00	\$ (82,404.00)	-5.0%
Franklin	1	\$ 636,843.00	\$ 231,969.23	\$ 604,711.00	\$ (32,132.00)	-5.0%
Gadsden	2	\$ 1,196,765.00	\$ 873,780.91	\$ 1,136,383.00	\$ (60,382.00)	-5.0%
Gilchrist	1	\$ 548,707.00	\$ 189,041.41	\$ 521,022.00	\$ (27,685.00)	-5.0%
Glades	1	\$ 496,348.00	\$ 305,478.41	\$ 471,305.00	\$ (25,043.00)	-5.0%
Gulf	1	\$ 463,773.00	\$ 236,911.97	\$ 440,373.00	\$ (23,400.00)	-5.0%
Hamilton	1	\$ 443,356.00	\$ 379,693.18	\$ 420,987.00	\$ (22,369.00)	-5.0%
Hardee	2	\$ 839,727.00	\$ 550,646.24	\$ 797,359.00	\$ (42,368.00)	-5.0%
Hendry	2	\$ 1,081,155.00	\$ 898,842.52	\$ 1,026,606.00	\$ (54,549.00)	-5.0%
Hernando	3	\$ 3,344,000.00	\$ 3,805,003.75	\$ 3,175,280.00	\$ (168,720.00)	-5.0%
Highlands	3	\$ 1,837,114.00	\$ 1,593,857.18	\$ 1,744,423.00	\$ (92,691.00)	-5.0%
Hillsborough	6	\$ 28,717,935.00	\$ 25,456,938.00	\$ 27,268,981.00	\$ (1,448,954.00)	-5.0%
Holmes	1	\$ 431,525.00	\$ 396,536.28	\$ 409,753.00	\$ (21,772.00)	-5.0%
Indian River	3	\$ 3,308,782.00	\$ 2,950,000.00	\$ 3,141,839.00	\$ (166,943.00)	-5.0%
Jackson	2	\$ 994,962.00	\$ 765,965.90	\$ 944,762.00	\$ (50,200.00)	-5.0%
Jefferson	1	\$ 405,779.00	\$ 357,942.18	\$ 385,306.00	\$ (20,473.00)	-5.0%
Lafayette	1	\$ 282,570.00	\$ 86,781.45	\$ 268,313.00	\$ (14,257.00)	-5.0%
Lake	4	\$ 6,088,074.00	\$ 5,745,234.00	\$ 5,780,902.00	\$ (307,172.00)	-5.0%
Lee	5	\$ 11,820,039.00	\$ 13,257,225.43	\$ 11,223,663.00	\$ (596,376.00)	-5.0%

Source: Clerks of Court Operations Corporation Budget Committee; June 22, 2015

Agenda Item VI. Report from Chief Justice Designee to Clerks of Court Operations Corporation Executive Council

County	SSC	Orig Bud Auth	Est Rev	Recommended Bud Auth	Diff	Perc
Leon	4	\$ 6,003,470.00	\$ 5,332,384.19	\$ 5,700,567.00	\$ (302,903.00)	-5.0%
Levy	2	\$ 1,042,944.00	\$ 590,008.89	\$ 990,323.00	\$ (52,621.00)	-5.0%
Liberty	1	\$ 307,806.00	\$ 98,698.37	\$ 292,276.00	\$ (15,530.00)	-5.0%
Madison	1	\$ 444,751.00	\$ 725,000.00	\$ 422,311.00	\$ (22,440.00)	-5.0%
Manatee	4	\$ 6,050,917.00	\$ 5,372,761.00	\$ 5,745,620.00	\$ (305,297.00)	-5.0%
Marion	4	\$ 6,387,328.00	\$ 6,389,949.00	\$ 6,065,058.00	\$ (322,270.00)	-5.0%
Martin	3	\$ 3,552,948.00	\$ 3,799,805.50	\$ 3,373,685.00	\$ (179,263.00)	-5.0%
Monroe	3	\$ 3,238,289.00	\$ 2,120,585.64	\$ 3,074,902.00	\$ (163,387.00)	-5.0%
Nassau	2	\$ 1,645,238.00	\$ 1,455,841.10	\$ 1,562,228.00	\$ (83,010.00)	-5.0%
Okaloosa	3	\$ 3,807,133.00	\$ 4,041,931.32	\$ 3,615,045.00	\$ (192,088.00)	-5.0%
Okeechobee	2	\$ 1,239,977.00	\$ 829,453.69	\$ 1,177,414.00	\$ (62,563.00)	-5.0%
Orange	6	\$ 28,302,946.00	\$ 31,000,000.00	\$ 26,874,931.00	\$ (1,428,015.00)	-5.0%
Osceola	4	\$ 7,395,444.00	\$ 8,680,505.02	\$ 7,022,309.00	\$ (373,135.00)	-5.0%
Palm Beach	6	\$ 33,100,629.00	\$ 30,529,642.95	\$ 31,430,548.00	\$ (1,670,081.00)	-5.0%
Pasco	5	\$ 12,322,427.00	\$ 7,491,684.83	\$ 11,700,703.00	\$ (621,724.00)	-5.0%
Pinellas	6	\$ 22,975,139.00	\$ 20,160,000.00	\$ 21,815,936.00	\$ (1,159,203.00)	-5.0%
Polk	5	\$ 12,790,568.00	\$ 10,500,000.00	\$ 12,145,224.00	\$ (645,344.00)	-5.0%
Putnam	3	\$ 2,117,255.00	\$ 1,029,918.36	\$ 2,010,430.00	\$ (106,825.00)	-5.0%
Santa Rosa	3	\$ 3,105,399.00	\$ 2,861,294.97	\$ 2,948,717.00	\$ (156,682.00)	-5.0%
Sarasota	4	\$ 8,056,356.00	\$ 7,969,343.62	\$ 7,649,875.00	\$ (406,481.00)	-5.0%
Seminole	4	\$ 8,675,200.00	\$ 8,750,100.00	\$ 8,237,496.00	\$ (437,704.00)	-5.0%
St. Johns	3	\$ 3,732,667.00	\$ 3,402,750.47	\$ 3,544,337.00	\$ (188,330.00)	-5.0%
St. Lucie	4	\$ 7,530,736.00	\$ 6,605,000.00	\$ 7,150,775.00	\$ (379,961.00)	-5.0%
Sumter	2	\$ 1,575,010.00	\$ 1,593,741.25	\$ 1,495,543.00	\$ (79,467.00)	-5.0%
Suwannee	2	\$ 1,125,851.00	\$ 865,302.44	\$ 1,069,047.00	\$ (56,804.00)	-5.0%
Taylor	2	\$ 545,148.00	\$ 484,485.77	\$ 517,643.00	\$ (27,505.00)	-5.0%
Union	1	\$ 447,950.00	\$ 145,326.60	\$ 425,349.00	\$ (22,601.00)	-5.0%
Volusia	5	\$ 11,347,284.00	\$ 8,723,257.50	\$ 10,774,761.00	\$ (572,523.00)	-5.0%
Wakulla	2	\$ 709,000.00	\$ 557,149.97	\$ 673,228.00	\$ (35,772.00)	-5.0%
Walton	2	\$ 1,662,456.00	\$ 1,411,499.78	\$ 1,578,577.00	\$ (83,879.00)	-5.0%
Washington	2	\$ 590,093.00	\$ 332,903.57	\$ 560,320.00	\$ (29,773.00)	-5.0%
Totals		\$ 444,045,976.00	\$ 405,651,531.13	\$ 421,641,792.00	\$ (22,404,184.00)	-5.0%

Notes

Recommendations approved by the Budget Committee on June 22. The committee also approved additional measures to address dramatic impacts to SSC 1 counties.

Source: Clerks of Court Operations Corporation Budget Committee; June 22, 2015

Agenda Item VII. Other Business

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There are no materials for this agenda item.