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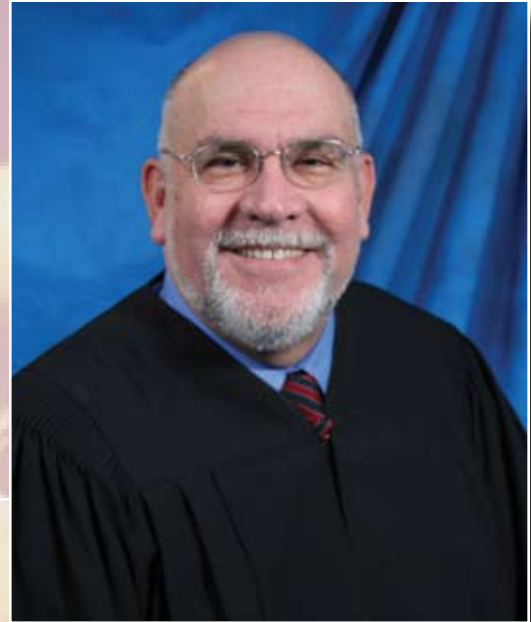
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Message from:

CHIEF JUDGE MANUEL MENENDEZ, JR. AND TRIAL COURT ADMINISTRATOR MIKE BRIDENBACK



*Chief Judge
Manuel Menendez, Jr.*

An effective performance measurement system is built upon values, central to an organization, which serve as a foundation for success. The Administrative Office of the Courts, Thirteenth Judicial Circuit, in setting forth its core values, chose the cornerstones of diversity and access, case resolution and resource management.

The Circuit's achievements in 2006 reflect this focus and highlight a continuing commitment.

This year, the Circuit received the Justice Achievement award for a program to stop offenses before they reach the court. The Juvenile Diversion Program established Neighborhood Accountability Boards within schools to address behavior that could lead to delinquency.

The Family Dependency Treatment Court was awarded grant funding to support its work with families to end substance abuse problems and consider reunification.

The Children's Justice Center's Mary Lee's House continues to develop its plans to serve children with allegations of abuse under one roof. Property has been cleared for the site of Mary Lee's House, and service partners meet regularly to discuss service integration.

The Circuit's Website has been upgraded to improve access to information and allow more interactive capability. Greater use of all media – audio, video and print – is expected to facilitate the use of the site.

Additional accomplishments are described on the pages throughout this report, and we invite you to find out more about the AOC, Thirteenth Judicial Circuit.



*Court Administrator
Mike Bridenback*



Vision

The **Vision** of the Administrative Office of the Courts, Thirteenth Judicial Circuit, is to foster an environment for the accessible, efficient and effective administration of justice.



Calvin Green, Office of Public Information, receives the Employee of the Year Award



Kathy O'Connell, Court Facilities Management, receives the Risk Taker Award



Connie Santiago, Court Facilities Management, receives the Helping Hand Award

Values

Diversity/Access

We acknowledge, encourage, reflect and connect with the ever-changing face of our community. We provide new avenues to improve access to the court.

Case Resolution

We support the independent constitutional role of the judiciary by managing non-judicial court functions and providing supporting resources, allowing the judges to focus on the advancement of cases to a resolution.

Resource Management

We inspire public trust by adhering to the highest standards in the use of public resources and the delivery of service.



Judge D. Michelle Sisco presents the Tessie Rosette Judicial Assistant award to the family of Annette Hymes



David Carlton, Court Business Center, receives the Synergy Award



Pat Frank, Clerk of the Circuit Court, receives the Chief Judge Award



THIRTEENTH JUDICIAL CIRCUIT PROFILE

While there are twenty judicial circuits in Florida, citizens in Hillsborough County are served by the Thirteenth Judicial Circuit, the fifth largest trial court jurisdiction in the state. The Florida Legislature has allocated 45 circuit and 17 county judges in the Thirteenth Judicial Circuit.

Circuit court judges hear all criminal and civil matters not within the jurisdiction of county courts, including felony cases, matrimonial law, paternity cases, juvenile delinquency and dependency cases, as well as mental health, probate, guardianship and civil matters greater than \$15,000. They also hear appeals from some county court rulings and judgments and from some administrative divisions. There are twelve divisions within the Thirteenth Judicial Circuit Courts. Over 62,000 cases were filed in circuit courts in 2006.

County courts are sometimes referred to as “the people’s courts,” probably because a large part of their courts’ work involves citizen disputes, less serious criminal matters (misdemeanors), traffic violations and smaller monetary disputes under \$15,000. There are four divisions within the county courts, including an Emergency division that is designed to streamline court functions related to First Appearances in both circuit and county criminal divisions.



Judge Katherine G. Essrig steps behind the bench with adoptive family



Judge Martha J. Cook steps behind the bench with adoptive family



James D. Arnold



Rex M. Barbas



James M. Barton, II



E. Lamar Battles



Herbert Baumann, Jr.



Debra K. Behnke



Charles Ed Bergmann



Anthony K. Black



J. Kevin Carey



Martha J. Cook



Marva L. Crenshaw



Jack Espinosa, Jr.



Katherine G. Essrig



Kimberly Fernandez



Ronald N. Ficarrotta



Barbara Fleischer



Robert A. Foster, Jr.



William Fuente



Frank A. Gomez



Gregory P. Holder



Charlene E. Honeywell



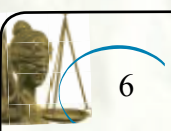
Claudia R. Isom



William P. Levens



Perry A. Little
Retired from Bench
1977 - 2006



CIRCUIT COURT JUDICIARY (CONT'D)



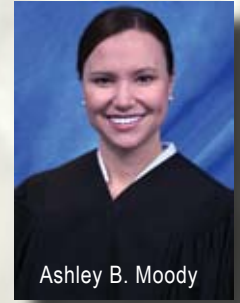
Manuel A. Lopez



Vivian C. Maye



Manuel Menendez, Jr.



Ashley B. Moody



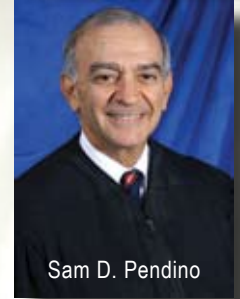
Richard A. Nielsen



J. Rogers Padgett



Emily A. Peacock



Sam D. Pendino



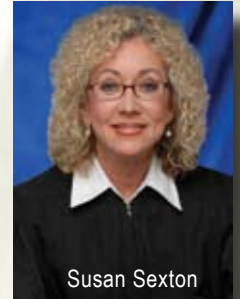
Daniel L. Perry



Denise Pomponio



Christopher C. Sabella



Susan Sexton



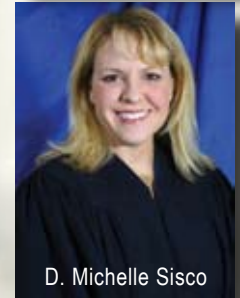
Tracy Sheehan



Monica L. Sierra



Bernard C. Silver



D. Michelle Sisco



Daniel H. Sleet



Scott Stephens



Ralph C. Stoddard



Chet A. Tharpe



Wayne S. Timmerman



Mark R. Wolfe



Charlotte Anderson



Tom Barber



John N. Conrad



Margaret T. Courtney



James V. Dominguez



Gaston J. Fernandez



Walter R. Heinrich



Paul L. Huey



Lawrence M. Lefler



Joelle Ann Ober



Eric R. Myers



Nick Nazaretian



Art McNeil



Raul C. Palomino, Jr.



Elizabeth G. Rice



Cheryl K. Thomas



Christine K. Vogel



General Civil

DIVISION DESCRIPTION

Jurisdiction of this court division includes professional malpractice, products liability, real property, foreclosure, auto negligence, eminent domain, condominium, contract and civil indebtedness and other civil matters in excess of \$15,000. In addition, jurisdiction includes appeals from final administrative orders of local government code enforcement boards and the majority of appeals from county court.

There are thirteen judges assigned to this division, which includes a trial division and Complex Business Litigation and Jimmy Ryce Act specialized divisions.

Honorable James M. Barton, II is the Administrative Judge.

GENERAL CIVIL DIVISION:	2003	2004	2005	% Change 2003 to 2005
Filed	12,974	11,699	11,525	11% Decrease
Disposed	11,693	10,589	9,769	16% Decrease
Clearance Rate	.90	.91	.85	6% Decrease

FOR THE RECORD



STATEWIDE: CIRCUIT CIVIL:	2003	2004	2005	% Change 2003 to 2005
Filed	182,305	167,668	163,935	10% Decrease
Disposed	171,375	160,900	153,093	11% Decrease
Clearance Rate	.94	.96	.93	1% Decrease

Felony

DIVISION DESCRIPTION

Jurisdiction includes felonies and all misdemeanors arising out of the same circumstances as a felony. These offenses include capital murder, noncapital murder, sexual offenses, drugs, robbery, burglary, theft, forgery, fraud, worthless checks, and other crimes against persons or properties that are classified as felonies.

There are fifteen judges assigned to this division, which includes two judges in trial divisions and four judges assigned to specialized divisions of sex and child abuse offenses, post conviction relief, violation of probation, and drug court.

Honorable J. Rogers Padgett is the Administrative Judge of the Felony Division. Honorable Ronald N. Ficarrotta acts as Associate Administrative Judge for standard divisions, and Honorable Daniel L. Perry is the Associate Administrative Judge of the specialized divisions.

FELONY DIVISION:	2003	2004	2005	% Change 2003 to 2005
Filed	16,415	17,245	18,448	12% Increase
Disposed	15,895	16,547	18,241	15% Increase
Clearance Rate	.97	.96	.99	2% Increase

FOR THE RECORD



STATEWIDE: CIRCUIT CRIMINAL:	2003	2004	2005	% Change 2003 - 2005
Filed	187,397	193,268	211,965	13% Increase
Disposed	183,080	185,970	200,146	9% Increase
Clearance Rate	.98	.96	.94	4% Decrease



Unified Family Court

DIVISION DESCRIPTION

Unified Family Court is a fully integrated, comprehensive approach to handling all cases involving children and families, while at the same time resolving family disputes in a fair, timely, efficient, and cost-effective manner.

There are eighteen judges assigned to this division.
Honorable Herbert Baumann, Jr. is the Administrative Judge.

Unified Family Court: Domestic Relations/Family Law

DIVISION DESCRIPTION

Jurisdiction includes domestic relations, adoptions, domestic violence, dissolutions of marriage, child support, custody, alimony, visitation and related matters. One party must file a petition initially, which identifies them as the petitioner and the other party is the respondent. The parties may or may not be represented by legal counsel.

There are six judges, three full-time magistrates, one part-time magistrate (with additional duties in the Probate and Guardianship Division), and two support hearing officers assigned to this division.

Honorable Scott Stephens is Associate Administrative Judge.

FAMILY LAW DIVISION:	2003	2004	2005	% Change 2003 to 2005
Filed	18,154	20,884	21,421	18% Increase
Disposed	18,282	16,802	22,344	22% Increase
Clearance Rate	1.01	.80	1.04	3% Increase



STATEWIDE: CIRCUIT DOMESTIC RELATIONS:	2003	2004	2005	% Change 2003 to 2005
Filed	276,727	282,135	277,454	<1% Increase
Disposed	262,833	257,277	268,974	2% Increase
Clearance Rate	.95	.91	.97	2% Increase

Unified Family Court: Domestic Violence

DIVISION DESCRIPTION

Civil domestic violence cases involve injunctions for protection and return hearings. There are two judges dedicated to this division.

7,467 Domestic Violence or Repeat Violence Cases Filed in 2005





Unified Family Court: Juvenile Dependency

DIVISION DESCRIPTION

Judges must make decisions regarding the custodial placement of children and determine issues related to the “best interests” of the child before the court. Jurisdiction includes matters concerning children who have been allegedly abandoned, abused, neglected or surrendered for adoption. The Office of the Attorney General represents the Department of Children & Families. Parents are also entitled to legal representation; they may secure a private attorney or the court may appoint legal counsel on their behalf. In addition, the Guardian ad Litem volunteers “speak up for children” involved in dependency proceedings.

There are six judges and two magistrates in this division.

Honorable Katherine G. Essrig is the Associate Administrative Judge. Honorable Herbert Baumann, Jr. is the Associate Administrative Judge for Independent Living Court. Honorable Jack Espinosa, Jr., is the Associate Administrative Judge for Dependency Drug Court

JUVENILE DEPENDENCY DIVISION:	2003	2004	2005	% Change 2003 to 2005
Filed	1,250	1,279	1,446	16% Increase
Disposed	1,699	1,092	1,209	29% Decrease
Clearance Rate	1.36	.85	.84	38% Decrease

FOR THE RECORD



STATEWIDE: JUVENILE DEPENDENCY:	2003	2004	2005	% Change 2003 to 2005
Filed	13,231	13,011	14,970	13% Increase
Disposed	12,265	11,170	12,401	1% Increase
Clearance Rate	.93	.86	.83	11% Decrease

Unified Family Court: Juvenile Delinquency

DIVISION DESCRIPTION

Delinquency matters include juveniles who have committed a felony or misdemeanor, been found in contempt of court or violation of a local ordinance other than a traffic offense. The State Attorney’s Office files charges against the juvenile, alleging a criminal offense has occurred. Entitled to legal counsel, a private attorney or the Public Defender advises the juvenile throughout the legal proceedings. The Department of Juvenile Justice provides case management services.

There are four judges assigned to this division.

Honorable Herbert Baumann, Jr., is the Associate Administrative Judge.

JUVENILE DELINQUENCY DIVISION:	2003	2004	2005	% Change 2003 to 2005
Filed	5,592	4,664	4,699	16% Decrease
Disposed	5,152	5,931	6,213	21% Increase
Clearance Rate	.92	1.27	1.32	43% Increase

FOR THE RECORD



STATEWIDE: JUVENILE DELINQUENCY:	2003	2004	2005	% Change 2003 to 2005
Filed	76,400	75,667	75,006	2% Decrease
Disposed	75,027	71,668	73,421	2% Decrease
Clearance Rate	.98	.95	.98	No Change



Emergency/First Appearance

DIVISION DESCRIPTION

Florida statutes mandate that inmates have the right to appear before a judge within twenty-four hours of their arrest. A fiber optic link connects the jails and the courthouse via closed circuit television. These hearings are conducted through the use of the Court Video Network enabling inmates to appear in court without having to leave the secure confines of the jail, avoiding transportation costs and reducing the security risks.

First appearance, or Emergency Criminal Court Division, conducts live two-way video preliminary presentations on all criminal cases, bond and ROR motions, arraignment hearings for incarcerated defendants, misdemeanor violation of probation hearings for incarcerated defendants and other emergency criminal matters.

There is one judge assigned to this division.
Honorable Walter R. Heinrich is the Administrative Judge.

EMERGENCY/FIRST APPEARANCE	2006
Bond Hearings	8,281
Adversary Preliminary Hearings	840
First Appearance Attendance (estimate)	53,986



County Criminal

DIVISION DESCRIPTION

Jurisdiction includes misdemeanor cases, criminal traffic offenses and county ordinance/municipal violations. The parties may elect to have a trial by the judge or the jury; the jury consists of six jurors and two alternates.

There are seven judges in this division, including one judge assigned to the Domestic Violence Division.

Honorable James V. Dominguez is the Administrative Judge.

COUNTY CRIMINAL:	2003	2004	2005	% Change 2003 to 2005
Filed	32,977	28,960	31,460	5% Decrease
Disposed	30,180	27,079	28,934	<1% Increase
Clearance Rate	.92	.94	.92	No Change

STATEWIDE: COUNTY CRIMINAL:	2003	2004	2005	% Change 2003 to 2005
Filed	488,928	481,461	502,012	3% Increase
Disposed	457,410	434,808	457,804	1% Increase
Clearance Rate	.94	.90	.91	3% Decrease

TRAFFIC: Criminal Offenses	2003	2004	2005	% Change 2003 to 2005
Filed	39,358	44,843	50,325	28% Increase
Disposed	30,528	37,357	36,490	20% Decrease
Clearance Rate	.78	.83	.73	6% Decrease

STATEWIDE TRAFFIC: Criminal Offenses	2003	2004	2005	% Change 2003 to 2005
Filed	531,230	557,201	594,245	12% Increase
Disposed	421,487	442,801	428,220	2% Decrease
Clearance Rate	.79	.79	.72	9% Decrease





County Civil

DIVISION DESCRIPTION

Jurisdiction includes civil actions, matters in equity, and landlord-tenant disputes in which the matter in controversy does not exceed \$15,000. The parties may elect to have a trial by the judge or have a jury trial; juries include six jurors and two alternates.

There are eight judges assigned to this division, which includes a Civil Traffic and Non-Criminal Non-Traffic Division.

Honorable Cheryl Thomas is the Administrative Judge.

COUNTY CIVIL:	2003	2004	2005	% Change 2003 to 2005
Filed	31,721	29,659	31,954	<1% Increase
Disposed	29,817	30,424	28,521	4% Decrease
Clearance Rate	.94	1.03	.89	5% Decrease



STATEWIDE COUNTY CIVIL:	2003	2004	2005	% Change 2003 to 2005
Filed	471,752	434,848	460,147	2% Decrease
Disposed	451,843	467,581	426,758	6% Decrease
Clearance Rate	.96	1.08	.93	3% Decrease

COUNTY TRAFFIC VIOLATIONS	2003	2004	2005	% Change 2003 to 2005
Filed	190,624	226,784	266,739	40% Increase
Disposed	119,604	192,428	209,098	75% Increase
Clearance Rate	.63	.85	.78	24% Decrease



STATEWIDE TRAFFIC VIOLATIONS	2003	2004	2005	% Change 2003 to 2005
Filed	3,830,389	3,861,200	4,172,080	9% Increase
Disposed	3,168,798	3,411,652	3,464,300	9% Increase
Clearance Rate	.83	.88	.83	No Change

Plant City/East County

DIVISION DESCRIPTION

To meet the needs of citizens within specific boundaries, the East Division of the Circuit Court was established in 1979. The courthouse is situated in the northeastern corner of Hillsborough County in Plant City.

Cases are generally assigned to this division if associated with the portion of Hillsborough County that is: located east of Highway 301, or the cause of action occurred in this area, or the property is located in the area.

There are three judges assigned to this division (one circuit judge and two county judges).

Honorable William P. Levens is the Administrative Judge of the East Circuit Division. Honorable Christine K. Vogel is the Administrative Judge of the East County Division.



Guardianship, Mental Health, Probate & Trust

DIVISION DESCRIPTION

Petitions alleging incapacity are filed in this division; judges must then make decisions regarding the need for and extent of guardianship. Guardians assist incapacitated people in meeting the essential requirements for their physical health and safety, in protecting their rights, in managing their financial resources and in developing or regaining their abilities to the extent possible. The probate process involves collecting a decedent's assets, liquidating liabilities, paying necessary taxes and distributing properties to heirs.

There is one judge, one full-time magistrate, and a part-time magistrate (with additional duties in Family Law Division) assigned to this division.

Honorable Susan Sexton is the Administrative Judge.

GUARDIANSHIP, MENTAL HEALTH, PROBATE & TRUST DIVISION:	2003	2004	2005	% Change 2003 to 2004
Filed	5,837	5,744	5,682	3% Decrease
Disposed	5,908	5,918	5,820	1% Decrease
Clearance Rate	1.01	1.03	1.02	1% Increase



STATEWIDE: CIRCUIT PROBATE:	2003	2004	2005	% Change 2003 to 2005
Filed	103,287	108,921	112,690	9% Increase
Disposed	94,675	103,425	103,064	9% Increase
Clearance Rate	.92	.95	.91	1% Decrease

THIRTEENTH JUDICIAL CIRCUIT BUDGET

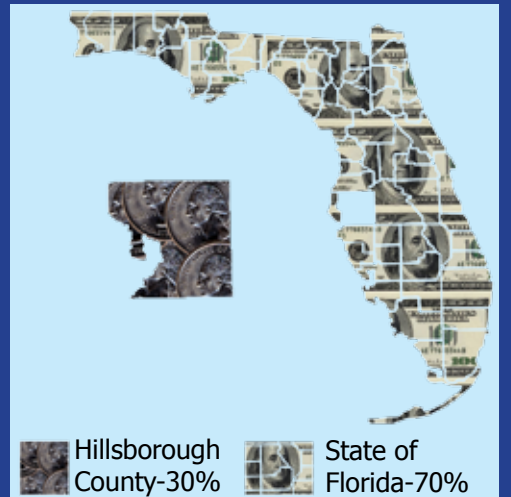
State revenue accounted for more than 70 percent of funding for the circuit and county courts, while Hillsborough County provided almost 30 percent.

JUDICIAL AND ADMINISTRATIVE OFFICE OF THE COURTS PROGRAM BUDGET

PROGRAM	STATE OF FLORIDA	HILLSBOROUGH COUNTY	TOTAL
Judges/Judicial Assistants	14,074,592		14,074,592
Court Administration	125,280	145,309	270,589
Central Office	285,026	125,071	410,097
Court Operations	167,499		167,499
Court Personnel	263,969	64,845	328,814
Court Programs	162,263		162,263
Fiscal Affairs	68,826	160,593	229,419
OPI	362,501	95,423	457,924
Court Communications	179,508	5,861,346	6,040,854
Court Facilities	101,846	1,522,550	1,624,396
Case Management	804,144		804,144
Court Interpreters	489,433		489,433
Court Reporting	2,820,162		2,820,162
Children's Justice Center	66,069	388,748	454,817
Domestic Violence		440,000	440,000
Drug Court	191,768	659,315	851,083
Elder Justice Center	120,501	158,168	278,669
Expert Witnesses/Child Custody	331,474		331,474
Juvenile Diversionary Programs	67,361	428,526	495,887
Legal Department	1,079,770	332,742	1,412,512
Mediation	935,466	303,644	1,239,110
Magistrates & Hearing Officers	1,645,576	44,846	1,690,422
Senior Judges	153,393		153,393
TOTAL	\$24,496,427	\$10,731,126	\$35,227,553

2006 REVENUE SUMMARY

Total Revenue \$ 35,227,553



Mission Statement

To support the efforts of the Court Administrator and Chief Judge in providing the necessary resources to the judiciary to allow them to fulfill their constitutional duties through the timely planning of budgets and the prompt payment of approved billings.



TO DO LIST

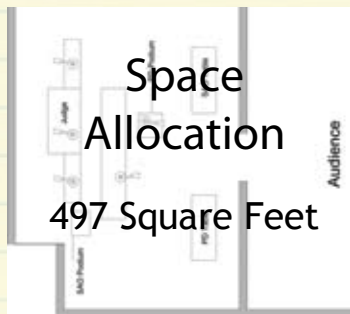
Service Volume 2006

Transaction	
CBC Related	9,388
Other Fiscal	149
Total Transactions	9,537

(Includes revenue deposits, auditing of transactions.)

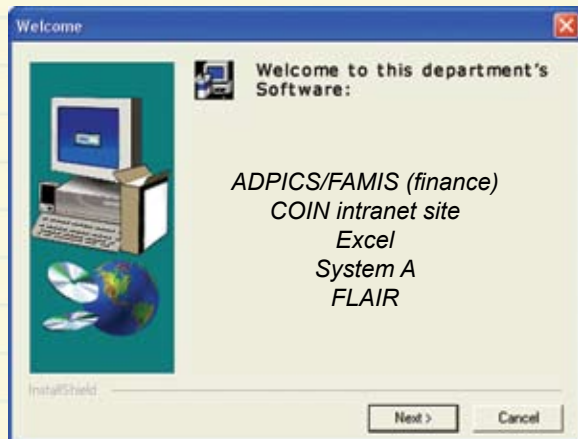
DEPARTMENT GOALS

- Complete projects/ assignments within established time frames at least 90% of the time.
- Complete administrative duties within established time frames at least 90% of the time.
- Encourage staff to recommend improvements to office policies/procedures and reward staff for developing and implementing improvements.
- Support staff in volunteer activities to the extent that operations workloads allow.



“We receive the statutory law from the legislature and its interpretation from our Supreme Court, agreeing with some, disagreeing with some, following all, because our bondage to law is the price of our freedom.

**Chief Judge Robert Mann,
October 1973,
Second District Court of Appeal,
Florida,
from Johnson vs. Johnson. 284
So.2d 231”**



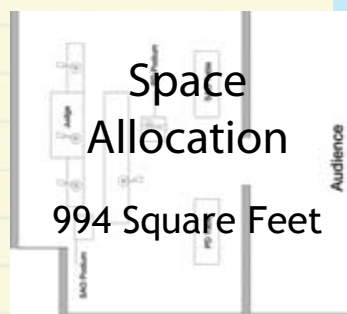


Mission Statement

The Court Personnel Department is committed to providing innovative, practical human resource solutions to the Judiciary and Employees of the AOC.



Facilitator/Trainer, Diane Burbie, owner of The ASPIRE Group consulting firm, welcomes AOC staff to the Cultural Diversity Training, December 2006



Quality Indicators/Quotes

Several personnel functions are scheduled for automation:

- The Employee Handbook will be updated electronically;
- County employees will be receiving electronic direct deposits rather than paychecks;
- State employees will submit and receive information on time and attendance in an electronic format;
- Workers Compensation injuries will be reported on-line via access to the RMIS (Risk Management Information System) and forms will be made available on-line through the Intranet and DocuShare software.

PROFESSIONAL ASSOCIATIONS

Florida Public Personnel Association
Society for Human Resource Management
Employee Services Management Association

PROGRAM GOALS

The attraction, retention, and development of the AOC's human resources will be accomplished by achieving the following goals:

- Provide on-site training programs that update skills, emphasize solution oriented strategies, promote leadership, improve problem solving techniques and enhance interpersonal relationships.
- Encourage employees to participate in mentoring programs and provide employee recognition through performance measurement.
- Provide access to promotional opportunities via website and facilitate electronic submission of forms and employment applications to aid in retention of court staff.
- Establish and update employment policies that are fair, consistent and allow employees greater flexibility such as telecommuting, non-standard work schedules and flexible hours.
- Provide employees with a comprehensive benefit package and a workplace atmosphere that is safe, secure and connected to long-term community goals.
- To sustain an organization that effectively recruits, selects, develops and retains a workforce that embraces diversity.

TO DO LIST

Service Volume 2006

Attendance & Leave Transactions - **2,999**
 County Benefit Actions - **187**
 State Benefit Actions - **427**
 County Open Enrollment Changes - **20**
 State Open Enrollment Changes - **111**
 Personnel Action Requests Processed - **499**
 Total Recruitments - **37**
 New Hires - **29**
 Total Applicants - **487**
 Total Payroll Checks Processed - **4,127**

Number of Positions: **297**
 AOC Staff - **169**
 Judges - **62**
 Judicial Assistants - **62**



AOC staff work in groups during the Cultural Diversity Training, December 8, 2006





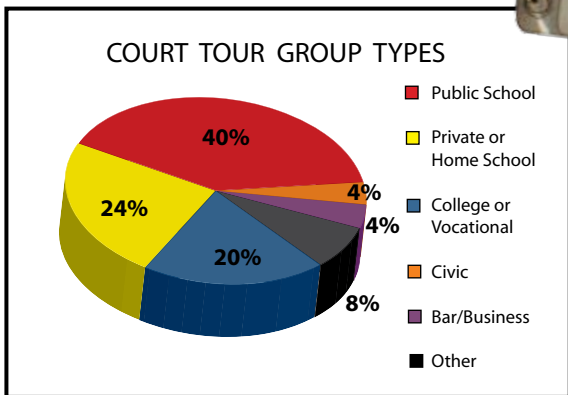
TO DO LIST

Service Volume 2006

Number of Information Booth Referrals - **88,536**
 Number of Students/Citizens Touring Courthouse - **911**
 Number of Law Week Students Touring Courthouse - **392**
 Number of Official Requests from Media - **395**
 Number of Hits on Website - **395,766**
 Number of Requests for Information from Website - **184**

Mission Statement

To enhance public access to the courts through educational involvement with the court system, thus increasing the public's trust and confidence.



In 2006, the Office of Public Information launched a new internal channel in the Unified Family Court, which includes up-to-date docket information, customized videos, graphic instruction and information for this targeted audience. Twenty television screens display this information throughout the 4th floor of the Edgecomb Courthouse. Additional functionality was added to the channel for Juvenile Delinquency in the Annex, which now also displays the docket.

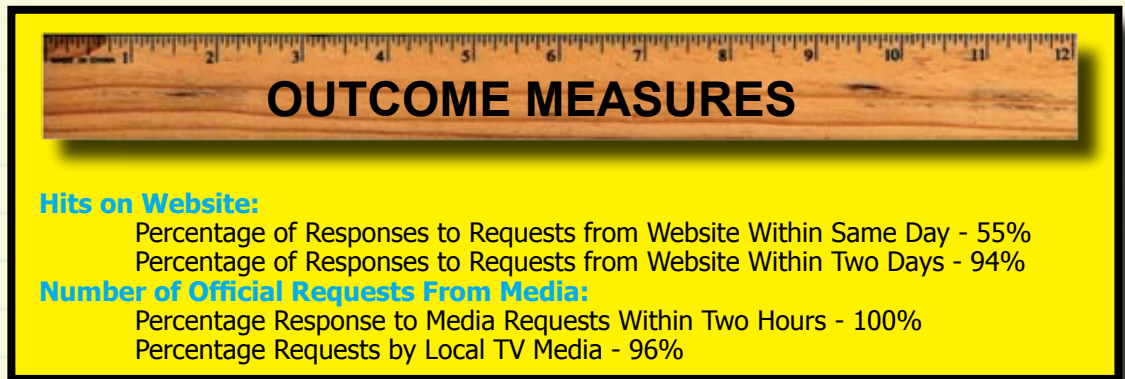


PROFESSIONAL ASSOCIATIONS

- * Member of Florida Government Communicators Association
- * Member of National Conference of Court Public Information Officers

PROGRAM GOALS

- Remove the mystery of the court process for potential court users and educate and inform the public about court programs designed to assist them.
- Educate the public about the relevance of courts and judicial independence to their individual lives.
- Reorganize information desks to create greater uniformity in procedures.
- Increase access to information about the court process and court programs for targeted audiences.
- Establish cooperative partnership with justice organizations to educate the public about the court system and roles and responsibilities.
- Establish cooperative partnership with existing public and nonprofit organizations to educate the public about the court system.



OUTCOME MEASURES

Hits on Website:
 Percentage of Responses to Requests from Website Within Same Day - 55%
 Percentage of Responses to Requests from Website Within Two Days - 94%

Number of Official Requests From Media:
 Percentage Response to Media Requests Within Two Hours - 100%
 Percentage Requests by Local TV Media - 96%




www.fljud13.org - Your Connection to the Courts

STATE OF FLORIDA COURT SYSTEM
 THE THIRTEENTH JUDICIAL CIRCUIT
 HILLSBOROUGH COUNTY, FLORIDA

TOP 10 WEB PAGES MOST VISITED

- [index.htm](#) (Home Page)
- [judgedirectory.htm](#) (Judicial Directory)
- [forms.htm](#) (Court Forms)
- [divisions.htm](#) (Divisions of Court)
- [divisions_genciv1.htm](#) (General Civil Division)
- [links.htm](#) (Links)
- [fiu_instructions.htm](#) (Case Management Unit - Self Help Instructions)
- [fiu_todo.htm](#) (Case Management Unit - What Do You Want To Do?)
- [jobs.htm](#) (Jobs Listings)
- [courtprograms.htm](#) (Court Programs & Services)

THE THIRTEENTH JUDICIAL CIRCUIT • 800 E. TWIGGS STREET • TAMPA, FLORIDA 33602 • (813) 272-5891

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 General Information • Media Center • Job Listings • Links • Search

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 FastCourier by Central



Mission Statement

Facilities Management is responsible for the execution and coordination of various services relating to the Courthouse complex, grounds, and related infrastructure with the goal of providing an environment that is well maintained and secure in support of the Thirteenth Judicial Circuit operations involving the public, judiciary, and court system staff.

This includes direct services and assisting in the coordination with external agencies in the areas of maintenance of facilities, new building projects, repairs to buildings and building systems, electronic access control, minor renovation projects, purchasing, property inventory, access for disabled, and monitoring safety concerns. Mail services are also provided to allow timely and dependable delivery of hard copy communications throughout the AOC, Judiciary, and certain related agencies.

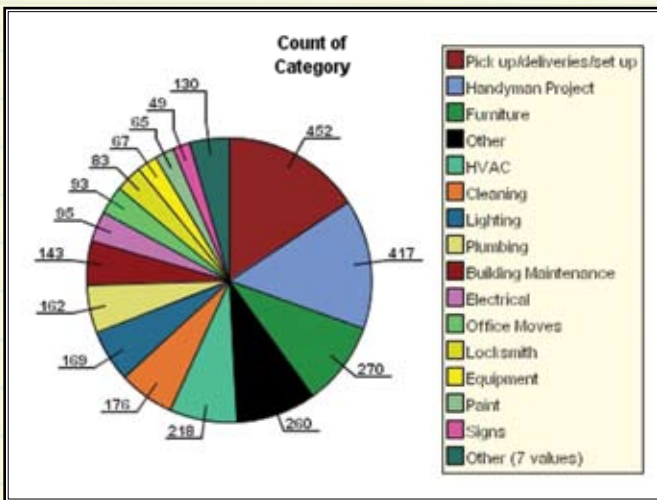


New judicial office to accommodate one of the many new judges and judicial assistants.



Staff:

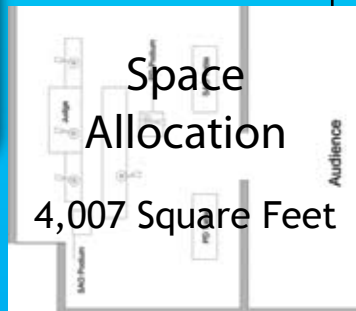
- Director
- Administrative Services Manager
- Court Operations Coordinator
- Communications Technology Systems Coordinator
- Purchasing Specialist
- 3 Multi-Trades Worker II's
- 1 Multi-Trades Worker I
- 2 Customer Service Agents



Connie Santiago performing purchasing process.



DeAndrea Davis processing mail.





SERVICE GOALS

- To provide appropriate maintenance to reduce repair costs, save energy, and extend the life of property and facilities to protect the taxpayer's investment.

- To monitor safety conditions in order to prevent accidents, eliminate fire and safety hazards, and deter crime.

- To consolidate and facilitate the purchasing process in the courts to improve costs, streamline processes and reduce costs.

- To facilitate communication among court system professionals through interdepartmental coordination and efficient mail delivery services.

- To facilitate space allocation by conducting well organized moves and efficient purchasing procedures.

- To keep abreast of contemporary technical developments for security, access control, and telecommunications equipment and keep the courts in step with current and new technologies that will provide a safe and productive environment.

- To strive to be a customer services oriented department through the use of clear policies, effective procedures, efficient work processes and highly skilled workers, enabled with the proper tools and technology.

- To continue to address court system environmental issues affecting access to the courts for disabled citizens.

Quality Indicators/Quotes

Jose Dominguez – AOC Meritorious Recognition/Quality of Excellence Award

Kathy O'Connell – AOC Risk Taker Enterpriser Award

COOP

As part of emergency management planning, the COOP (continuation of operations) plan is continuously updated to ensure accurate contact information, include upgraded technology currently available, and include any changes in facilities and post emergency procedures.

Furniture Replacement Project

All judicial offices needing furniture have been provided with a set of standard furniture. This furniture can then remain in place in the event of the judge's move to another office, requiring only personal belongings to be transferred to the new location.

Carpentry Projects

One courtroom and four judge and judicial assistant offices were created and furnished. Approximately 6,000 sq. ft. of office space was renovated and furnished.

Capital Improvement Projects

Courtroom 15 Expansion

Funding has been requested for Courtroom 15 expansion to facilitate more capacity in well and gallery areas for First Appearance Court functions. The courtroom would expand into the adjoining vacated support space and enlarged by approximately 300 square feet to include a new judicial bench and clerk station.

Court Expansion Projects

The Annex Courthouse is scheduled for expansion in 2007 to accommodate additional judge certifications funded in 2006. Eight new judges' chambers will be created with related support areas.

Proposed Criminal Courthouse Complex

Planning is already underway for a proposed 9-story, 260,000 square ft. Criminal Courthouse to be initiated in 2010. One proposal is that this courthouse will be constructed on the site of the current MIS Building and Mail Center on East Street when demolition has been completed.

Parking

Funding was requested for a 600 vehicle parking facility for construction in close proximity to the downtown courthouse complex.

TO DO LIST

Service Volume 2006

Help Desk Calls for Facilities:	2,725
Number of Moves:	38
Courthouse Volume for all Courthouses:	2,855,571





Mission Statement

To provide efficient services and technical support to the judiciary, AOC, and all affiliated court programs and departments.

Administrative Overview

Core Team

CCTS is staffed by a core team which establishes policies and procedures, conducts outsourcing studies, coordinates procurement processes, plans for technology integration issues, and prepares reports.

Help Desk Services are provided by the Core Team, WUSF, Digital Hands, and the CBC. Digital Hands provides desktop and laptop computer data backup, computer monitoring for virus and installation, maintenance of intrusion detection software, remote and telephonic support to hardware and software questions.

CCTS uses outsourcing models for the following technology services:

Desktop Support

Digital Hands, a private organization, provides desktop support through liaison with the Core Team. This includes troubleshooting and ensuring that there are anti-viruses and personal firewalls active on the desktops.

Network Management

Presidio, Inc., a private company, provides maintenance of the network equipment, management of CISCO voIP telephones, wireless technology, and network security.

Extended Technology Services

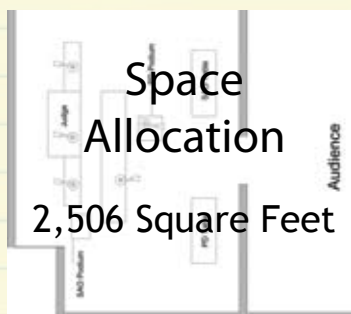
WUSF, a public partner, provides engineering services, video and audio technology, digital court reporting, video teleconferencing solutions, wiring and cabling for court infrastructure.

Document Management Services and Call Center

Xerox provides document management and call center services, through the operation of the Court Business Center.

SERVICE GOALS

- To use innovative technology to increase citizens' access and convenience in addressing the courts and related services.
- To expedite the court's ability to access factual and legal information through the most effective technical method.
- To provide efficient technology resources to maintain and improve existing programs, systems, and networks.
- To advance court operational performance by providing consultation and training to expand best practice usage of technology tools.
- To participate in the establishment of new court programs and services that implement the Circuit's vision.
- To strengthen interagency relationships through communication and collaboration.
- To maintain the security and integrity of information and plan for effective recovery in the event of disaster.





COURT ADMINISTRATION: COURT COMMUNICATION & TECHNOLOGY SERVICES (CONT'D)

JCalendar Statistics:

Number of Total Events Scheduled
 2005 - 17,000
 2006 - 220,000

Number of External Events Scheduled:
 2005 - 374
 2006 - 3,388

- System Integration Achieved in 2006:
- Centralized Digital Court Reporting
 - Court Website
 - Digital Signage (LCD Screen Delivery)
 - Florida Bar Association
 - Real Time Banner Lookup

JCalendar is a state-of-the-art document submission and scheduling interface allowing automated access to judicial and quasi-judicial schedules. In 2006, the JCalendar Conflict Counsel Registry was added to manage attorney conflict scheduling electronically from the bench via the judge's laptop. A new attorney is appointed, the next court date is set, and an e-mail notification is provided to appropriate individuals and agencies.

Presidio

Network Operation Highlights

Network Statistics:

For switches, routers, and wireless devices including the phone infrastructure (Jan 06 - Mar 07)

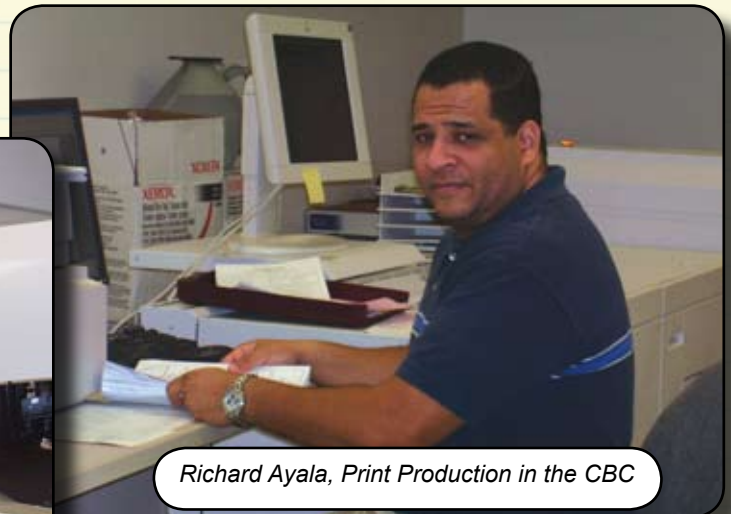
- Overall Network Uptime 99.9%
- Up time 524,153 minutes
- Downtime 669 minutes
- Average Duration of Network Outage 5 minutes

BlueCoat:

11,081,309 Web Pages Viewed Through the PublicINET
 43 Secured Wireless Users



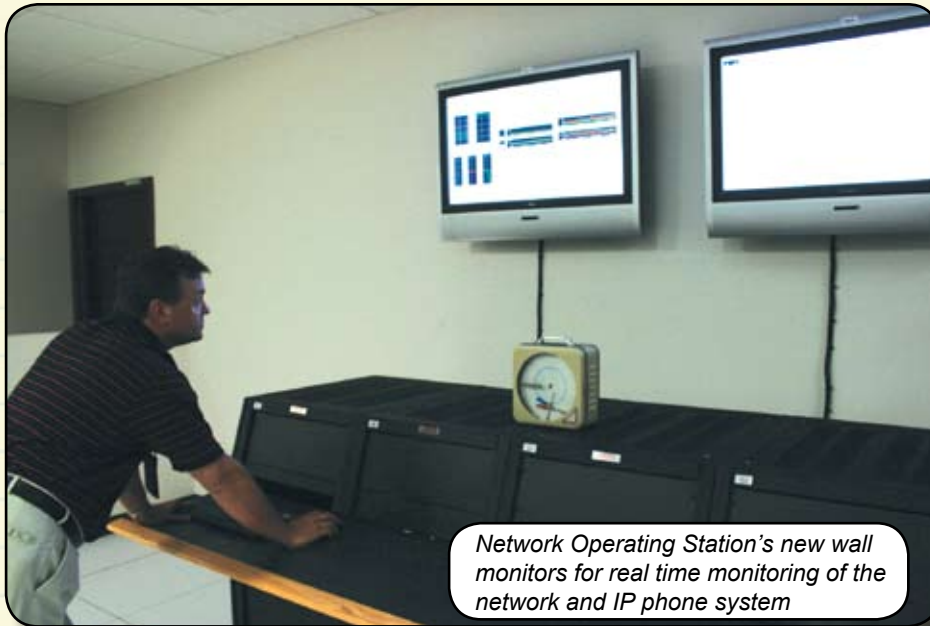
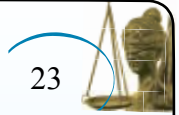
Jim Demel, Document Management & Network Support Analyst



Richard Ayala, Print Production in the CBC

2006 CALL CENTER CALLS RECEIVED

DEPARTMENT	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
FAC	100	66	86	85	75	72	61	84	57	59	59	30	834
WUSF	0	7	6	1	0	0	0	0	1	0	0	0	15
Pres PCWorks	0	0	0	0	0	0	0	0	0	0	0	0	0
CBC	38	24	24	24	17	15	16	14	22	23	25	12	254
GEN PUB	0	4	6	0	3	1	0	0	2	1	1	2	20
CCTS2	0	0	0	0	0	0	0	1	0	0	0	0	1
subtotal	138	101	122	110	95	88	77	99	82	83	85	44	1124
Attorney's Line	64	72	101	55	81	77	96	117	105	89	77	72	1006
TOTAL	202	173	223	165	176	165	173	216	187	172	162	116	2130



Network Operating Station's new wall monitors for real time monitoring of the network and IP phone system

Quality Indicators/Quotes

ViPR Pilot Projects

Judge Sierra conducted dissolution of marriage return hearings and domestic violence hearings in which one party was incarcerated through the ViPR system. A centralized system recorded the hearings. This successful pilot project will be incorporated into the Family Law area.

The ViPR system is being expanded for use in additional types of hearings and document distribution capabilities. Proposed motions and orders may be electronically sent to the court from a remote office location, allowing immediate revision and signature in court.

Electronic Calendar and Courtesy Copy

Judge Nielsen and Judge Barton each participated in a pilot project to allow attorneys to schedule hearings and distribute document copies electronically. This reduced the number of calls received by the judge's office. Instead of mailing copies, documents were attached to e-mails to the calendaring system, allowing a courtesy copy for the judge.

Infocaster

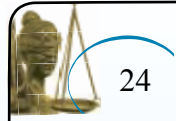
The electronic docket of dependency judges has been connected to a visual display system on the fourth floor. Those appearing before the judges for hearings are notified on the display system when they need to appear for their case.

NOC Monitoring Station

The Network Operating Center has been expanded by the addition of two wall monitors for real time monitoring of the network and IP phone system. These monitors indicate alarms in the event of an attempted breach of network security.

CITOC Tour

The Court Information and Technology Officers Consortium (CITOC) toured the 13th Judicial Circuit's many technology applications. CITOC acts as the technology lab for the National Association of Court Managers. The 13th Circuit is considered a leader among courts based upon the number of technology adaptations and the ability to institute a new model for technology delivery.



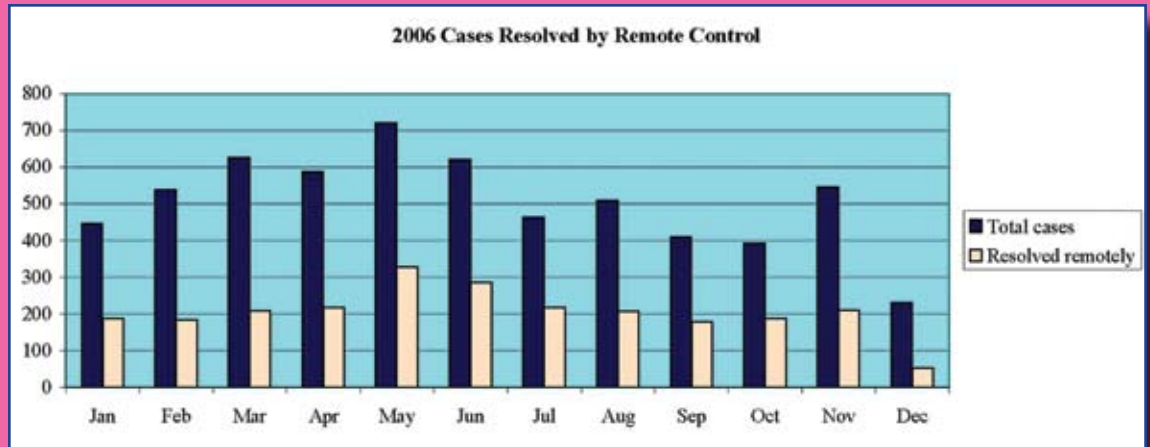
Mission Statement

To provide information technology support to the Thirteenth Judicial Circuit's judiciary and staff in a timely, courteous, and professional manner. We accomplish this mission by embracing diversity with respect and dignity for each other as an essential component in the way we do business, applying the highest standards of excellence, developing enthusiastically satisfied customers all of the time, and recognizing that communication is essential to our success.

HELP DESK

TO DO LIST

Service Volume 2006



Telephone Statistics - Aug-Dec 2006

Description	Aug-06	Sep-06	Oct-06	Nov-06	Dec-06	Average
Total Number of Telephone Calls	403	356	379	374	248	352
Average Call Duration (Minutes)	3.35	3.83	3.63	5.08	3.99	4
Maximum Call Duration (Minutes)	35.48	38.05	36.25	45.10	34.95	38
% Calls Answered Within 40 Seconds	93.30%	95.22%	93.40%	91.44%	90.73%	92.82%
Average Speed of Answer (Seconds)	13.56	9.86	10.63	11.55	14.81	12
Number of Calls Queued	189	111	167	146	101	143
Average Queue Duration (Seconds)	29	32	24	30	36	30
Maximum Queue duration (Minutes)	20	10	4	5	12	10
Number of Abandoned Calls	106	58	96	80	58	80
Average Abandon Rate	26.30%	16.29%	25.33%	21.39%	23.39%	22.54%
Number of Calls to Voicemail	15	5	11	1	13	9

Digital Hands



COURT BUSINESS CENTER

A public/private partnership between the AOC and a private vendor, this document management center maintains and services all copiers within the courthouse complex, as well as operating a full-service document production center. Services are generally available for both the public and court personnel. Some of the services available through the Court Business Center include:

- Document Consulting Services
- Document Design Creation and Layout
- Scanning Services
- Copying, Binding and Laminating Documents
- Audio/Visual Equipment Rental for the Courtroom
- Video Duplication
- Mail Services
- Call Center (serves external and internal customers with special projects)

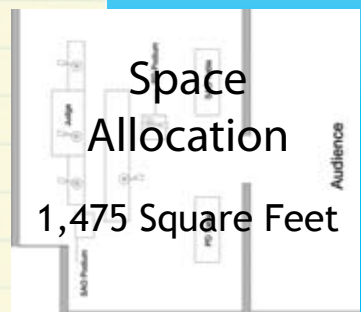
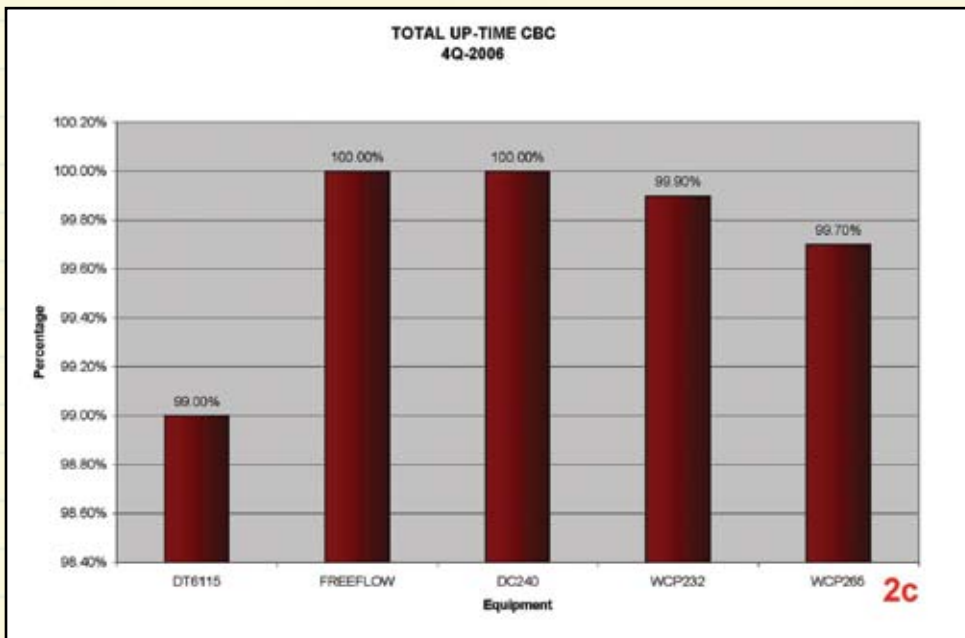
Xerox Value Assurance Process

Delivering on the promise

- Consistent Services Delivery
- Effective Communications
- Streamlined and Lean Processes
- Pro-active Problem-solving
- High Quality
- Greater Value



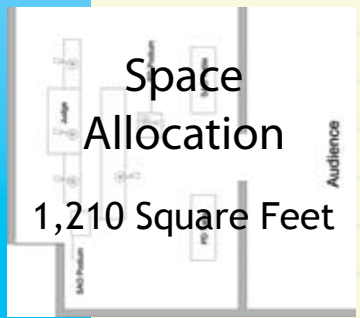
October 2006 TYPE OF REQUESTS	Week 1 Total	Week 2 Total	Week 3 Total	Week 4 Total	Week 5 Total	TOTAL
General Information	10	16	9	8	6	49
Locate Staff	4	7	4	6	2	23
Copies, Fax	161	200	142	146	140	789
Postage	7	11	13	5	4	40
Deliveries	2	7	5	1	4	19
Tape/Transcript	0	0	1	3	5	9
Rental	0	2	0	1	3	6
TOTALS	184	243	174	170	164	935



COURT OPERATIONS: CIRCUIT COURT REPORTING SERVICES

Program Description

Court Reporting in the Thirteenth Judicial Circuit is a hybrid model consisting of an employee staff model providing traditional stenographic services (with real time transcription through computer-aided transcript) to cover nine felony divisions and a contractual model provided by WUSF as the general contractor through its subcontractor R.T.I., which directly provides digital court reporting and transcription services to 27 divisions, which include Preliminary Presentation, Drug Courts, Juvenile, Domestic Violence, and County Criminal divisions. The contract between the University of South Florida and the Thirteenth Judicial Circuit was executed in July 2003.



TO DO LIST

Service Volume 2006

Number of Original Transcript Pages Provided with Court Resources:

Judge or Court Staff.....	14,359
Private Party or Government Entity	19,341
State Attorney	8,646
Public Defender	85,104
Court Appointed Counsel	24,199
TOTAL	151,649

Number of Recording Hours:

Steno.....	9,511
Digital.....	20,613
Audio	7,541
TOTAL	37,665



Mission Statement

As mandated by F.S. 90.606, to serve non-English speaking and hearing impaired by interpreting and translating in accordance with due process, and to serve the judiciary with integrity, ethics, and professional skills.

Quality Indicators/Quotes

**Comments from judges, hearing officers, general masters:
(Satisfaction Survey, May 2006)**

“Excellent job. I know they are extremely busy.”

“No problem with the services, think we are well supported.”

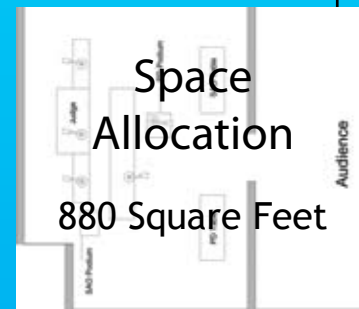
“The interpreters that work with our division are excellent. They are patient, understanding, and show utmost respect for the Court, the attorneys and the litigants.”

TO DO LIST

Service Volume 2006

	Spanish	Haitian-Creole	Other	Sign	Translations # of pages
Circuit criminal and criminal contempt	7,449	18	60	49	41
County criminal and criminal contempt	13,065	23	36	14	0
Dependency/ CINS/FINS	911	10	4	15	0
Delinquency	645	0	4	20	0
Baker/ Marchman/ Guardianship	29	0	3	0	0
Domestic Violence Injunctions	1,149	5	13	12	0
Magistrate/ CSHO for Family Law; Title IV-D	546	0	2	18	0
Other Case Types	0	0	0	4	0
Total	23,794	56	122	132	41

Total Number of Interpreter Events - 24,104





COURT OPERATIONS: DRUG COURT PROGRAM

Mission Statement

Increase the public safety of Hillsborough County residents by reducing crime and costs of criminal activity by diverting substance abuse offenders into community based treatment programs under extended intensive judicial supervision.

Space Allocation
1,332 Square Feet

Family Dependency Drug Court Mission Statement

To establish safe and nurturing environment for children by providing court enforced community based services and specialized treatment to families impacted by substance abuse.

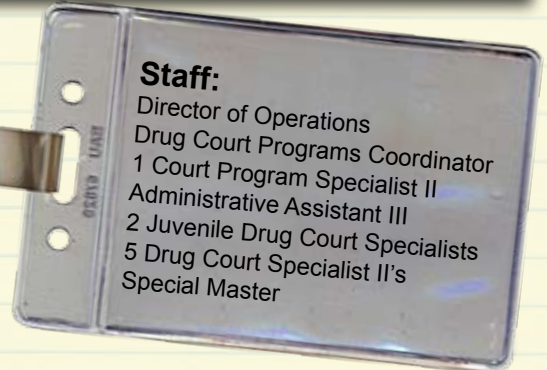
TO DO LIST Service Volume 2006

Drug Court PTI Intakes - **186**
Drug Court PTI Successful Terminations - **164**
Drug Court PTI Unsuccessful Terminations - **96**
Success Rate: 88%

Drug Division Evaluations - **241**
Drug Division Updates - **3,890**
Drug Division New Intakes - **216**
Drug Division Successful Terminations - **237**
Drug Division Unsuccessful Terminations - **137**
Average Number of Offenders in Program per month - **689**
Success Rate: 62%

Juvenile Drug Court Average Number of Offenders in Program Per Month - **210**
Juvenile Drug Court Intakes - **204**
Juvenile Drug Court Successful Terminations - **127**
Juvenile Drug Court Unsuccessful Terminations - **40**
Juvenile Drug Court Referrals from Hillsborough County School System - **201**
(97 High School, 85 Middle School, 2 Elementary, 17 Alternative)
Success Rate: 60.4%

Family Dependency Drug Court Implemented March 7, 2005
Family Dependency Drug Court Intakes - **21 families**
Family Dependency Treatment Court Successful Terminations (Reunifications) - **2 families**



OUTCOME MEASURES

Pre-Trial Intervention Drug Court:

- PTI Drug Court reported an 88% success rate for 2006.
- Tampa's PTI Drug Court was the third drug court established in Florida and is recognized by the National Association of Drug Court Professionals as being one of the first 10 drug courts in the nation.

Juvenile Drug Court:

- The Juvenile Drug Court Program reported a 60.4% success rate for 2006 and reported a 76% success rate for 2004-05.
- Tampa's Juvenile Drug Court was the first juvenile drug court established in Florida, and one of the first in the Nation. It has been the largest juvenile drug court in Florida since inception.

Drug Division:

- The Drug Division reports a 62% success rate for 2006.

Family Dependency Treatment Court:

- In October of 2006, SAMHSA awarded this court a \$399,854 per year Grant for three years.



Quality Indicators/Quotes

"Incarceration of drug using offenders costs between \$20,000 and \$50,000 per person, per year. The capital costs of building a prison cell can be as much as \$80,000. In contrast, a comprehensive drug court system typically costs between \$3,500 and \$4,000 annually for each offender."
National Association of Drug Court Professionals, pamphlet The Facts

"The establishment of drug courts, coupled with (their) judicial leadership, constitutes one of the most monumental changes in social justice in the country since World War II."
General Barry McCaffrey (ret.), former Director, Office of National Drug Control Policy

The Bureau of Justice Assistance, Center for Program Evaluation in their report *What Have We Learned From Evaluations of Drug Courts?*: "Evaluation studies consistently show that while offenders are participating in drug court, drug use and criminal behavior are substantially reduced. Drug court programs have successfully engaged many drug offenders in long-term treatment while minimizing the public safety risk. Studies also show substantial cost savings due to factors such as lower criminal justice system costs, reductions in incarceration time, and reduced recidivism. Reasons offered for effectiveness of the drug court approach compared with traditional adjudication process include:

- Intensive supervision provided where little existed before
- Capacity to promptly deal with relapse and its consequences
- Capability to integrate drug treatment with other rehabilitation services to promote long-term recovery."

Adult Drug Court Graduates

"(Before Drug Court) I was around a lot of people who I thought were my friends. I was always at parties and never spent time with my family. Today I have a few close friends, I am very close to my family and I work and go to class as I should. (I intend to) keep myself focused on my goals: graduating college and starting my career."

"(My life) was a mess, crazy, just going, live out of the car, never stop. (Now) I have a wife and a baby and own my own home. I am what I consider normal. Everyone believes me now, I have their respect back. (I liked) the process of putting my life back together."

"Drug court saved my life. I was on the street doing drugs....not living, just surviving from day to day – no real life....get high, sleep, wake-up, high. . ."

PROFESSIONAL ASSOCIATIONS

Drug Court Coordinator:

- Serves on Board of Directors for Florida Association of Drug Court Professionals
- Florida's elected delegate to National Congress of State Drug Court Associations
- Chairman for 2007 Florida Drug Court Conference

Drug Court Staff:

- Serve on Tampa Alcohol Coalition
- Juvenile Assessment Center Advisory Committee
- Reclaiming Futures Center for Coaching and Development
- School Improvement Team
- Member of National Institute of Mental Health's S.B.I.R.P. Committee
- Sr. Faculty member with the National Council of Juvenile and Family Court Judges
- All are members of State and National Drug Court Professionals Associations
- Four of the staff hold advanced certifications for drug court professionals
- One holds an International Certified Alcohol and Drug Counselor Certification
- One staff is a Licensed Medical social Worker

OVERALL PROGRAM GOALS

-To provide quality programs that offer judicial supervision and access to substance abuse treatment to juvenile and adult offenders charged with drug related offenses.

-To support the overall community goal of reducing substance abuse and its impact on the citizens of Hillsborough County.

-To educate parents and juveniles to recognize the signs of substance abuse and to encourage them to take action before use leads to addiction by providing information and structure.

-To empower juvenile substance abusing offenders to move forward with their lives in positive directions and to achieve worthwhile individual goals and aspirations.

-To assist adult substance abusing offenders in becoming drug and crime free and in returning to the community as productive citizens.

-To work together with the Juvenile Assessment Center and treatment providers to screen and tailor interventions accordingly.

-To provide the juvenile and adult first-time offender programs that will offer them the opportunity to complete supervision and have their charges dismissed.



COURT OPERATIONS: DRUG COURT PROGRAM (CONT'D)

FAMILY DEPENDENCY GOALS

- To increase the number of children reunified in safe environments.
- To have substance free parents.
- To decrease substance abuse by parents as measured by completion of a treatment program.

Juvenile Drug Court Graduates/Parents

JDC Participant

"One thing that probably hit me the hardest was the dangers of drunk driving. I know for a fact that driving under the influence is something that I will never do. . . I learned a lot more about responsibility."

"This program also taught me things about life, not only drugs. I learned how to communicate with my parents and friends a lot better. I learned it is better to just be open and honest instead of bottling things up."

"Today I feel like a totally different person and feel a totally lot better. I just want to say thank you and Goodbye! which the goodbye means I will not be coming back after I'm done."

JDC Parent

"Overall great program and it helped my son tremendously. I am thankful that Hillsborough County has this program and definitely think it should be continued."

"It took strong court intervention to finally wake him up"

"It was your Drug Court Program, and the power behind it that got (daughter's) attention. You were able to set consequences for her behavior that she could not ignore or refuse. Today, (daughter) is maintaining a steady job and plans to begin college in the near future. I have no doubt that without the assistance of the Drug Court Program, this accomplishment would not have been possible."

Family Dependency Treatment Court Parent

"I am happy to have been given more than one chance to complete treatment."

"I didn't really want to be a part of the drug court but eventually realized the positives of the case management. Everyone has been held accountable and everything worked out."

COURT OPERATIONS: EXPERT WITNESSES

Program Description

Court Operations manages payment for expert witnesses appointed by the courts in accordance with and pursuant to Florida Statute. An expert witness is a person who, by reason of his or her special knowledge, skill, experience, training or education in a particular subject, is qualified to express an opinion or give expert testimony within a particular area of expertise. This expertise is required by the court in order to make judicial decisions, such as competence to stand trial in a criminal case.

TO DO LIST

Service Volume 2006

Competency Evaluation Invoices Processed

Circuit Criminal	759
County Criminal	30
Juvenile Delinquency.....	138
Baker/Guardianship	198

TOTAL 1,125

COURT OPERATIONS: GENERAL MAGISTRATES AND HEARING OFFICERS



Sean O. Cadigan
General Magistrate



Michael Coffee
Child Support
Hearing Officer



Merrie-Roxie Crowell
General Magistrate



William J. Foster
Civil Traffic
Hearing Officer



Jon Johnson
General Magistrate



Joan Montagno
General Magistrate



Martin D. Proctor
General Magistrate



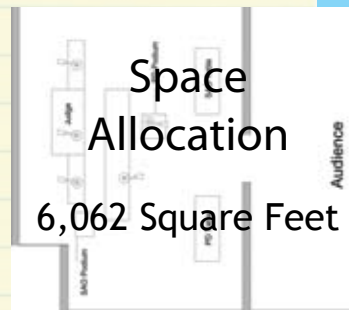
Vicki L. Reeves
General Magistrate



Lila Stello
Child Support
Hearing Officer



Richard Weis
General Magistrate



Staff:

- 3.5 Family Law General Magistrates
- 2 Dependency General Magistrates
- 1.5 Probate General Magistrates
- 2 Child Support Hearing Officers
- 1 Contract Civil Traffic Hearing Officer
- 9 Support Staff

COURT OPERATIONS: GENERAL MAGISTRATES AND HEARING OFFICERS (CONT'D)

Program Description

To leverage scarce judicial resources, and pursuant to Judicial Rules of Administration and Rules of Procedure, the Chief Judge may appoint magistrates and hearing officers to hear cases and make recommendations for judicial review.

Magistrates and hearing officers are quasi-judicial officers who conduct formal court hearings, take testimony and evaluate evidence. At the end of each hearing, he or she prepares a written report which contains recommendations as to what action the judge should take in the case. Either party may file written exceptions to reports within ten days. If no exceptions are filed, the court typically enters an order approving the recommendations.

The Chief Judge appoints a magistrate, pursuant to an administrative order, to hear and consider Baker Act and Marchman Act proceedings. These proceedings are related to involuntary placement for treatment based on a severe mental, emotional or behavioral disorder, or substance abuse. The Chief Judge also appoints magistrates, pursuant to Florida Family Rules of Procedures to hear and make recommendations on post-judgment family matters and specific prejudgment temporary relief family law matters. This program was established in 1993 by an administrative order.

The Chief Judge appoints hearing officers for proceedings related under Title IV-D of the Social Security Act involving the establishment, modification and enforcement of support, foreign orders and determinations of arrears including those of assistance debt owed to the State. Additionally, hearing officers handle all civil traffic infractions, except those filed in conjunction with criminal traffic offenses or cases involving personal injury or death or cases transferred to a county judge pursuant to Florida Statutes.

Magistrates and hearing officers serve at the pleasure of the Chief Judge of the circuit and perform their duties under the supervision of the administrative judge of their respective division.



TO DO LIST

Service Volume 2006

Child Support Hearing Officers

<u>Type of Event</u>	<u>Establishment</u>	<u>Modification</u>	<u>Enforcement</u>	<u>Total</u>
Cases Referred	8,016	1,319	5,053	14,388
Hearings Held	7,994	1,527	6,113	15,634
Recommended Orders Signed	7,615	1,457	5,835	14,907

Establishment - cases without a previous court decision relating to child support matters

Modification - cases with a previous court decision relating to child support matters in which there is a request to modify a child support amount

Enforcement - cases with a request to enforce a previous judgment or decision



Program Description

Retired judges who wish to remain active and offer assistance to this circuit are approved for recall by order of the Florida Supreme Court. These senior judges are vested with all necessary powers to complete judicial assignments. They are used for lengthy trials and special category cases; educational, professional or personal absence of a presiding judge; vacancies; and cases requiring out-of-circuit judges.

Judges Who Served in 2006

Honorable Robert Beach
Honorable William Blackwell
Honorable Daniel Gallagher
Honorable Thomas Gallen
Honorable John Gilbert
Honorable Roland Gonzalez
Honorable Elvin Martinez
Honorable Robert Michael
Honorable Gerard O'Brien
Honorable Ralph Steinberg
Honorable J. Tim Strickland
Honorable David Seth Walker

TO DO LIST

Service Volume 2006

Days Allotted - **434**
Days Given to Other Circuits - **33**
New Allotment - **401**
Allotment Balance - **9**

COURT PROGRAMS: CASE MANAGEMENT UNIT

Mission Statement

The Case Management Unit assists the dependency and family law judges in monitoring the progress of cases from initiation to disposition in accordance with Chapters 39 and 61.

Case managers work closely with their division judges and the unified court coordinator to ensure that the judges are informed and to assist in moving cases to disposition in a timely and efficient manner.

Types of Cases:

- Dissolution of Marriage
- Temporary Legal Custody
- Name Changes
- Stepparent Adoptions
- Paternity
- Child Support and Alimony
- Visitation
- Emergency Motions
- Child Pick-up Orders

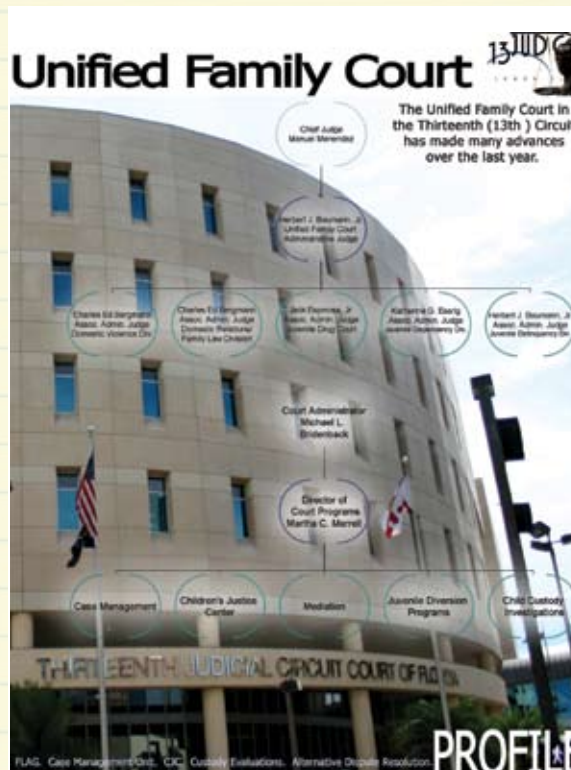


Vera Dolan, Mark Poling, Lynn Meehan and Mariana Velandia, Domestic Relations Case Management



Staff:

- Court Operations Manager
- 9 Court Program Specialist II's
- 6 Court Program Specialists
- Administrative Assistant
- Secretary Specialist



Case Management Brochure created to help parties understand available resources

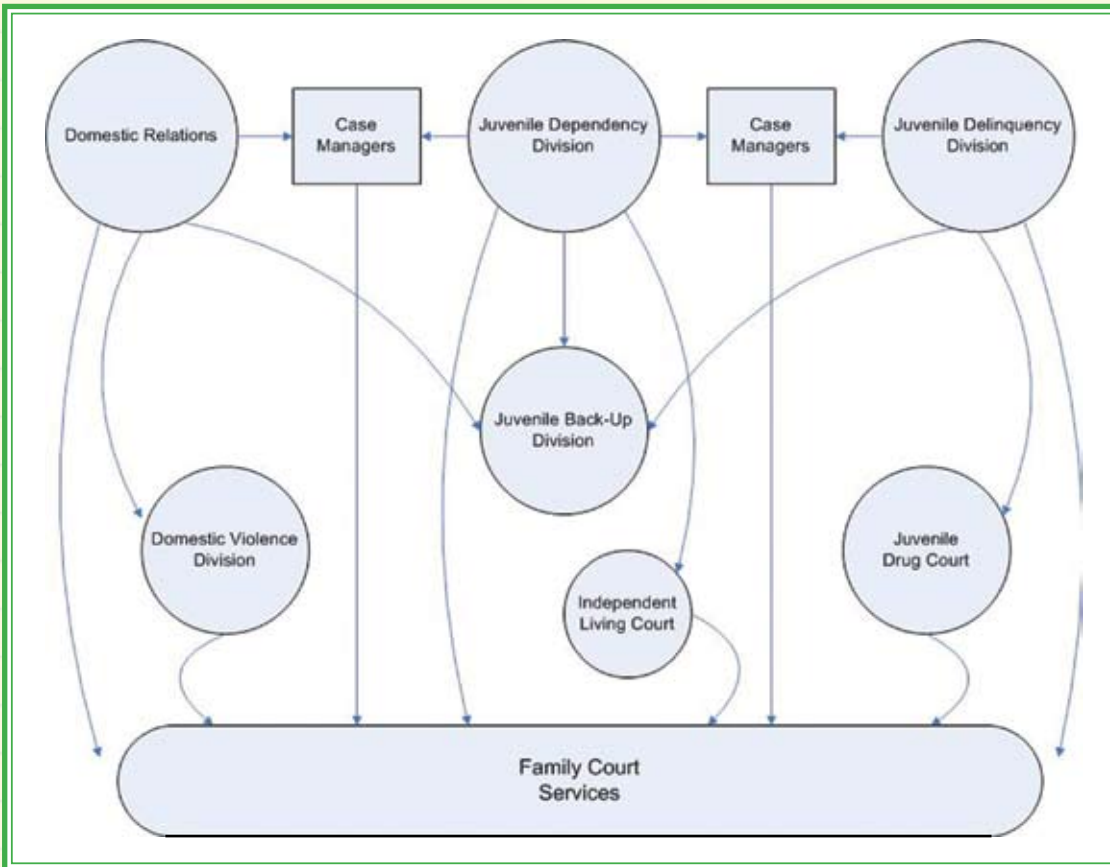


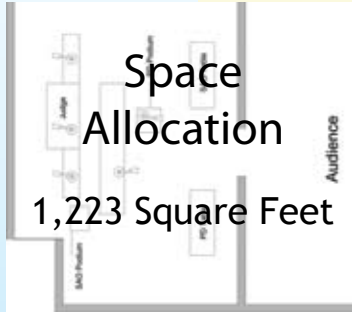
**PROGRAM
GOALS**

Case Management Process

Since March 2005, a case management process is used to address case flow and expedite cases to disposition. New family law cases are automatically set for an initial case management conference within 90 days. At the initial case management conference, the parties inform the judge on the status of the case. The judges can determine at that hearing what needs to be done to advance the case and also identify high conflict cases. The case managers review and prepare all files prior to the hearing and attend the hearings.

- Reduce the amount of time each child spends in out-of-home placement.
- Ensure each dependent child is afforded an opportunity to enjoy a stable, safe familial setting within the one year permanency requirement as mandated by Florida Statutes Chapter 39.
- Develop a case tracking system so "special needs" families can be identified and provided with necessary services.
- Ensure judges from the various divisions develop plans which are consistent and not duplicated.
- Develop more consistency in providing safety and protection for persons at risk for family violence.
- Diminish the length of time it takes to adjudicate and dispose of cases, including provision of adequate time and resources for cases in which the safety, placement, or confinement of children is at issue.
- Reduce multiple court dates and multiple appearances by parties.





TO DO LIST

Service Volume 2006

Domestic Relations:

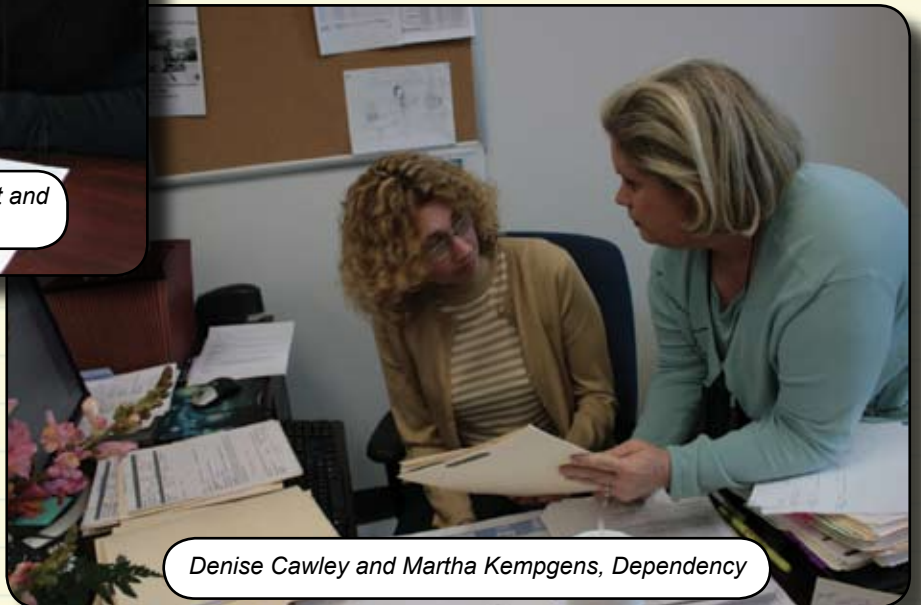
Total New Cases Filed	8,559
New Cases with Attorneys Filed	4,687 (55%)
New Pro Se Cases Filed	3,872 (45%)
Total Cases Disposed	9,148
Total Cases Disposed 0 – 90 Days	3,906 (43%)
Cases Disposed 0 – 90 Days	
Cases with Attorneys	1,875 (48%)
Pro Se Cases	2,031 (52%)

Dependency:

Shelters:	846
Dependency Petitions:	561
Non-shelter Petitions:	80
Opened Cases in 2006:	806
Total Cases Tracked Since 2002	4,980



Selena Schoonover, Yvette Boatwright and Christine Shields, Unified Family



Denise Cawley and Martha Kempgens, Dependency



Family Law Advisory Group

The Family Law Advisory Group (FLAG), established by Chief Judge Manuel Menendez, Jr., supports and advises the family court. The Family Law Advisory Group consists of court staff, judges, members of the Bar, social service providers, local community leaders and other interested persons or organizations. FLAG meets regularly to enhance communication among stakeholders and to take advantage of resources within the community.

Mission Statement:

To assist the judiciary in family law and dependency with pro se cases. Receives and reviews pro se case files prior to scheduled hearing, validates the appropriate documentation (i.e., affidavits, petitions, motions, certificates, amendments) requiring knowledge of Chapters 39 and 61, Florida Statutes, Florida Rules of Civil Procedure, Florida Family Law Rules and Supreme Court approved forms. Facilitate the legal process for pro se litigants by providing self-help instructions and procedural information to help accomplish their goals. Provide information to pro se litigants regarding outside agencies and programs that offer assistance, services, and legal guidance. Offer extensive knowledge regarding interaction with other related court programs, and/or agencies in relation to the legal process in family law and dependency matters.

Family Law Advisory Group

Home
Unified Family Court
Family Law Case Management
Parent Resources
Family Court Publications
For more information contact:
Marty Merrell
(813) 272-5596
merrelmc@fljud13.org

FLAG Members | FLAG Minutes | Statistics | Family Law Administrative Orders

In 2001, Chief Judge Manuel Menendez, Jr., established the Family Law Advisory Group for the purpose of supporting and advising the family court. The Family Court Advisory Group consists of court staff, judges, members of the bar, social service providers, local community leaders and other interested persons or organizations. FLAG meets regularly to enhance communication among stakeholders and to take advantage of resources within the community.

This site is designed to be helpful both to FLAG members and parents involved in family law cases in the Thirteenth Judicial Circuit.

[Click here to view the full Parenting Plan Packet](#)

- A) [Basic Parenting Plan Packet](#)
- B) [Safety Focused Parenting Plan Guide](#)
- C) [Shared Parenting Contact & Guidelines](#)
- D) [Words I Need to Know](#)
- E) [Rotating Parenting Visitation Schedule](#)
- F) [Shared Parenting Visitation Schedule](#)

[Was this packet helpful?](#)
[Click here to give us your comments.](#)

News Flash

[Click here to view the newest family law administrative order for case management \(5-2007-030\)](#)

[Click here to view the DFC Profile](#)

NEXT F.L.A.G. MEETING:
Date: April 10, 2007
Time : 12:15
Location: Edgcomb Courthouse, 6th floor Judicial Conference.

FLAG web page created to help communicate issues to professionals and parties
www.fljud13.org

Mission Statement

To provide the court with a written report which entails family history, facts, and observations through which the judges and attorneys can become educated about the family dynamics, to allow custody issues to be analyzed and determine what will most benefit and protect the best interest of the minor child. To provide the court with information to assist in determining the placement of minor children.

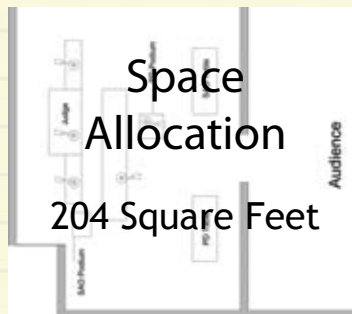
PROGRAM GOALS

- Maintaining a report criteria checklist to ensure that the judges receive comprehensive information regarding the investigation results.
- Decreasing the amount of time to complete custody investigations to no longer than 75 days.
- Continuously developing specialized training for child custody investigators with local resources.
- Increasing the billing and amount of collections.

TO DO LIST

Service Volume 2006

New Cases (Orders requesting investigation received) - **80**
Total Amount Billed - **\$77,099**
Total Amount Received - **\$80,174**
(Certain prior year billings were also collected in 2006)
Collection Rate - **103%**
Closed Cases - **99**





Mission Statement

To serve the community by providing a neutral, child-friendly atmosphere to children who are exposed to an adult court system. The Children's Justice Center service programs aim to:

- Provide a neutral and non-threatening environment for children who are the subject of child abuse investigations or who have witnessed a crime, to communicate information regarding allegations to community professionals.
- Provide a neutral and safe site for children to maintain contact with a parent amidst allegations that safety would otherwise be jeopardized.
- Provide community outreach to professionals by providing training opportunities to benefit child victims.

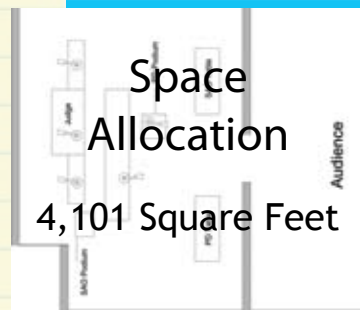


Gayle Guyardo (WFLA-TV) interviews Mike Bridenback and Yvonne Ferrelli, President, Children's Advocacy Center Foundation.

TO DO LIST

Service Volume 2006

Forensic Interviews - **315**
 Depositions Supported - **248**
 Visitations Monitored - **2,039**



4,101 Square Feet

COURT PROGRAMS: CHILDREN'S JUSTICE CENTER (CONT'D)

PROGRAM GOALS

- To promote a safe environment for child victims who have entered the judicial system due to alleged victimization.
- To provide children and families with resources that can build and reinforce safe and protective factors.
- To educate, train and increase collaboration among professionals, law enforcement and court personnel to ensure quality services to children.
- To increase the overall program's cultural competency and diversity.
- To begin implementation and outreach of child sexual abuse prevention in geographically targeted areas indicating high risk.

OUTCOME MEASURES

Cost Per Unit of Service (Interviews) - **\$473.23**
Cost Per Unit of Service (Visits) - **\$67.31**
Cost Per Unit of Service (Depositions) - **\$123.20**
Cost Per Unit of Service (Outreach) - **\$59.17**

Number of Tapes Viewed (by judges, therapists, GAL's, and attorneys) - **59**

Forensic Interview Evaluations FY 06:

Responses from professionals visiting Center

- CAC interview will reduce number of interviews - **99%** (779 out of 782)
- Questions were addressed by interview at CAC - **99%** (762 out of 772)
- CAC interview reduces further trauma to child as it relates to investigative questioning - **98%** (757 out of 769)

PROFESSIONAL ASSOCIATIONS

Program Director serves on the Board of Directors of the Florida Network of Children's Advocacy Centers, and is president of the Florida Chapter Supervised Visitation Network





Quality Indicators/Quotes

Mary Lee's House Accomplishments

The CJC continues to be the lead agency for the planning and organization of the development of Mary Lee's House. Mary Lee's House will be home to multi-disciplinary partners, where children with allegations of abuse can receive comprehensive assessments and services "under one roof."

Recent accomplishments include:

- Property has been cleared for the Mary Lee's House site
- Fund raising by the Mary Lee's House Board of Directors is underway
- The Junior League of Tampa has committed volunteers and funding
- Public relations, marketing, and resource development
- Task Force members and service partners meet regularly to discuss service integration and facility plans.

"Stop Child Abuse" License Plate

During its regular 2003 session, the Florida Legislature passed a bill creating a "Stop Child Abuse" license plate that will benefit Children's Advocacy Centers and Children's Home Society. The Children's Advocacy Center Foundation participated in this license plate start up campaign in 2003. The tag generated \$2,500 in revenue for the foundation in 2006.



Tag generated \$2,500 revenue for CAC Foundation, a private, non-profit organization which supports the CJC

Supervised Visitation Program Clients

"The experience at CJC has been great!"

"Essential service – I can't imagine the past year without this safe environment for visits. Excellent facility and staff."

"I feel fortunate that I live in a city where this service is provided. It's a wonderful place where my daughter can visit with her dad, spend time with him, while I know that we are both protected."

Outreach Training

Hillsborough County Sheriff's Office Trainees

"Ms. Miller provided numerous tips on how to successfully interview children that will definitely help me on the job."

"Good subject matter and knowledge for the patrol deputy."

"I learned today how to really talk to a child with open ended questions about the difference between right and wrong."

DCF Child Abuse Investigators and Hillsborough County Police Officers

"I had a basic understanding of the process, but after the presentation I gained valuable knowledge."

"Good information on developing a rapport with children."

COURT PROGRAMS: DOMESTIC VIOLENCE PROGRAM

42

Mission Statement

To promote public safety by providing a program to offer treatment to domestic violence offenders and their victims.



TO DO LIST

Service Volume 2006

Probation and Diversion Assessments Ordered - **1,096**
Probation and Diversion Assessments Completed - **689**
Probation and Diversion Successful Terminations - **809**

Approved Domestic Violence Service Providers

14 Week Program

Brandon Psychiatric Association
Intervention Enterprises, Inc.
Joni Stewart, L.C.S.W.
Robert Wright, Ph.D. & Associates
Western Judicial Services

26 Week Program

Brandon Psychiatric Association
Intervention Enterprises, Inc.
Joni Stewart, L.C.S.W.
Robert Wright, Ph.D. & Associates
Western Judicial Services
James A. Haley Veteran's Hospital
MacDill Airforce Base

52 Week Program

Intervention Enterprises, Inc.
Joni Stewart, L.C.S.W.
Robert Wright, Ph.D. & Associates



OUTCOME MEASURES

The Hillsborough County Domestic Violence Intervention Program Report of March 24, 2006, which summarized outcome data for January 1, 1995, to December 31, 2004, indicates: the overall recidivism (as measured by rearrest) rate was 8.4% for individuals who completed the intervention program; the overall recidivism rate for individuals who did not complete the program was 2.5 times higher (21.2%); approximately 70% of batterers who entered the program completed the program.

Quality Indicators/Quotes

"... I am grateful for the experience that this course has given me. This is a great curriculum. Some small but important topics that I have picked up are that love relationships are 90% feeling and only 10% facts. Also, it takes two people to continue a relationship but only one to break it."

"I say to the people who are just beginning this journey to stop, listen and learn. This class isn't here to cure you, it is here to give you the tools to better your life and yourself. It is your choice whether you choose to use them or not. Thank you for helping me to help myself."

"I know my sons will now, without a doubt, grow up in a happy, loving, functional home..."

"I am learning to understand myself and others around me. The help I have received here is understanding my role as a man, the ability to have a normal family, even a normal life comes down to the ability to problem solve, to respond and not react, and that is making my life better."

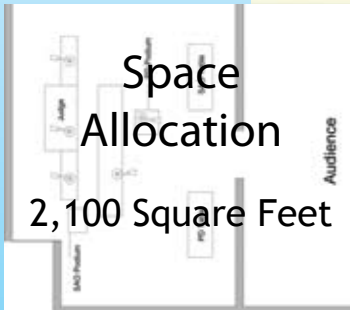
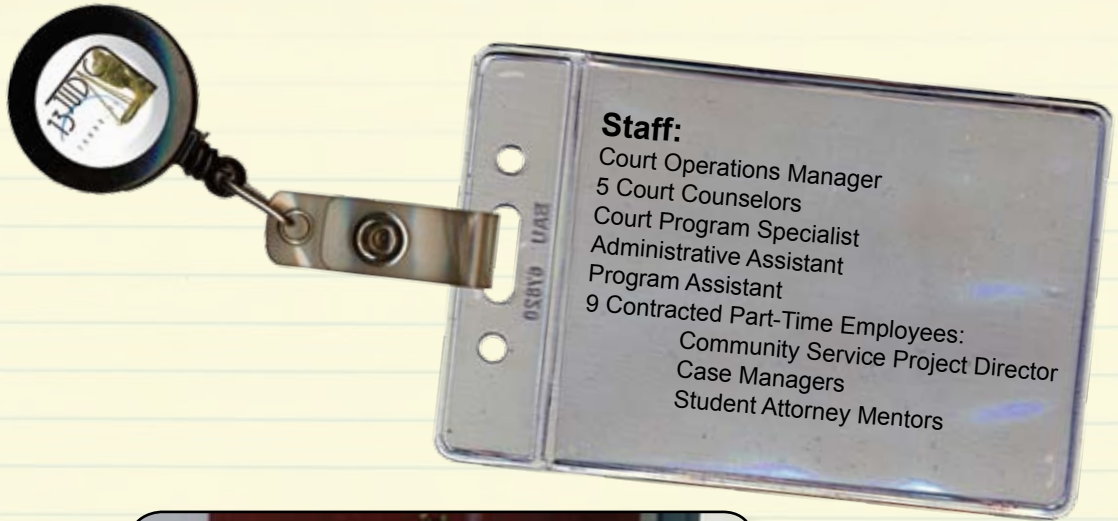
"Thanks to the judicial system for putting me through this interventions' class so that I can have a chance to better myself and those who I know and love or care for me can learn a little bit about what I have learned from my actions. The staff at Interventions has become like a family to me..."



COURT PROGRAMS: JUVENILE DIVERSIONARY PROGRAM

Mission Statement

To provide a community alternative to formal court supervision for juvenile offenders and their families and to provide timely intervention with meaningful sanctions designed to address the needs of the youth, family, and victims involved in the case.



TO DO LIST

Service Volume 2005/2006

Total Cases Referred – **2,597**

Restitution Collected - **\$50,471**

Community Service Hours Completed – **13,589**

Total Entered and Successfully Completed (Sanctioning Programs) – **1,525**

Total Entered and Failed (All Programs) – **386**

Adult Volunteer Pro Bono Hours (Teen Court) – **730**

Student Volunteer Hours (Teen Court) – **1,583**

Neighborhood Accountability Board Volunteers – **130 Adults, 11 Youths**

Neighborhood Accountability Board Volunteer Hours – **2,072**

Intern Hours – **577**

Shock Education Participants (Teens) – **113**

Shock Education Participants (Parents' Group Adults) – **107**

Sanctions Completed By Youths/Families

Substance Evaluations/Treatment - **324**

Random Drug Screening – **340**

Domestic Violence Program – **87**

Individual/Family Counseling – **406**



Arbitration Intervention Worker Study

The Journal of Offender Rehabilitation, Volume 43, Number 4, 2006, was dedicated to clinical trial studies conducted in the 13th Judicial Circuit's Juvenile Arbitration Program from June 2002 to July 2003 entitled the "Arbitration Intervention Worker (AIW)" service. The studies were conducted by Dr. Richard Dembo, et al. with the study funded by the Center for Substance Abuse Treatment through USF.

Youths entering the diversion program were randomly assigned to either the normal Arbitration program intervention services or those services plus 16 weeks of intensive case management services to youth and their families (the experimental AIW service). These two groups were then compared for recidivism rates after a 12-month follow-up period.

Research, upon which this study was based, indicates that holistic, family-based interventions (e.g., Henggeler, et al., 1998; Dembo & Schmeidler, 2002) are effective preventions for recidivism and other risky behavior. The results of the 13th Judicial Circuit's study indicated, "Overall, the addition of the AIW case management services to the existing Juvenile Arbitration Program was shown to be just as effective as the Arbitration program alone in terms of recidivism prevention." Researchers noted the possibility that the normal services of the 13th Judicial Circuit's Juvenile Arbitration Program are just as effective an intervention for first-time juvenile offenders and their families as a home-based, case management intervention.



NAB volunteers with Justice Achievement Award



LeWanda Gaines with SHOCK graduating class on December 21, 2006

PROFESSIONAL ASSOCIATIONS

Chair, Legal Subcommittee,
Sexual Abuse Intervention Network

Co-Chair, Governmental Affairs
Committee, Juvenile Justice Board of
Hillsborough County

Member, Florida Council on Crime and
Delinquency

Member of East Hillsborough Detention
Center Community Advisory Board
Certified Restorative Justice Conference

Trainer, Florida Atlantic
University

Quality Indicators/Quotes

From Families Participating in the NAB Program:

"NAB is the fork in the road. If you follow through with the program, you will get the chance to open a door of opportunity and learn from your mistakes. The NAB gives you a chance to take control of your life."

"I would like to thank you for handling my case with such care. It's been awful fulfilling your requests, but after completing them, I realize they were the best choices for punishing me for the crime I committed and helped me understand the consequences as well. I can only keep saying thank you, thank you for your help."

"I know I didn't have to write this letter but my mom explained to me how NAB is made up of caring people who don't ask for money for what they do because they care enough about their community to do it in their spare time. That got me thinking how much I want to thank all of you for your time and concern for me and other teens like me or even worse. I hope you all like my report card. I know my mom can't stop telling me how proud she is of me. Well, I almost made honor roll. Next time, maybe I will."

"I just wanted to drop you a quick line to say hello and thank you. I know as hard as it is that this happened, I think in the long run it may turn out to be one of the best things that could have happened to her. Hopefully, a real eye opener, and I think it has been." (Mother of participant)

"Here are four reports on each medication I had possession of that night, ½ page reports on each NA and AA meeting, proof of counseling at DACCO Satisfy, and a report on how drugs could affect my future. I would like to thank you for helping me and giving me a second chance. I owe my life and future to you. Thank you so much."

Truancy Diversion and Truancy Court:

As part of the Unified Family Court, Administrative Judge Herbert Baumann started a new Truancy Court division supported by the Juvenile Diversionary Program through an expansion of Teen Court. Referrals are received from five Hillsborough County middle schools serving as pilots. In interconnected dependency and delinquency divisions, chronic truancy is well recognized as an indicator of underlying issues for youth and a predictor of more serious problems. Intervening early and with entire families is producing positive preliminary results, and is expected to greatly improve the likelihood that children at risk will obtain an education as the law requires.

Substance Abuse Intervention Program:

Over 40 percent of youths eligible for diversion self report marijuana use at the Juvenile Assessment Center. To provide an option to address this problem, a brief, family-centered intervention for mild and moderate drug usage was developed. Youth in Juvenile Arbitration who choose this option receive specific individual and family sessions at home focusing on the risks of continued use, decision making, and goals.

The intervention was developed by Dr. Richard Dembo, USF, Dr. Ken Winters, Treatment Research Institute in Philadelphia, and Dr. Steven Belenko of Temple University. Services and data collection begin in 2007, funded by NIDA.



PROGRAM GOALS

- To provide community alternatives to formal court supervision for juvenile offenders and their families.
- To provide timely intervention with meaningful sanctions, effectively decreasing the likelihood of further criminal behavior.
- To show equal concern for victims, the community and offenders, involving all in the process.
- To acknowledge and compensate victims and the community for monetary losses and other damages and foster true remorse in the defendant.
- To offer guidance to the offender and their family on how to act responsibly in the aftermath of the offense.
- To reinforce the concept of accountability to the community as a whole through participation in meaningful community service work.
- To involve and empower the affected community through the justice process.
- To reinforce the parents' authority within the family when it has been challenged, and to offer the family this opportunity to revisit behavior and discipline guidelines.
- To educate and mentor middle and high school student volunteers regarding citizenship and the court process through Teen Court hearings and training.
- To empower youths to make healthy, informed choices about their behavior by educating them about the real life consequences that can follow.



OUTCOME MEASURES

JDP Recidivism Percentages

Completers:

- At Six Months:** (4% recidivated within 6 months of exit)
Reported for a new misdemeanor within 6 months: 3%
Reported for a new felony within six months: 1 %
- At One Year:** (6 % recidivated between 6 mos and 1 year after exit)
Reported for a misdemeanor within a year after exit: 3%
Reported for a felony within a year: 2%

Failures:

- At Six Months** (24% recidivated within 6 months of exit)
Reported for a new misdemeanor within 6 months: 16%
Reported for a new felony within six months: 8 %
- At One Year** (8 % recidivated between 6 mos and 1 year after exit)
Reported for a misdemeanor within a year after exit: 2 %
Reported for a felony within a year: 6 %

Recidivism is for cases that entered JDP (Teen Court, Arbitration, or NAB) in the year 2005.

Recidivism is defined as an offense report sent to Clerk's Office regarding incident occurring subsequent to youth's exit date from JDP whether or not it was filed on, youth was arrested, case dismissed, etc.

Recidivism data was gathered through the Department of Juvenile Justice's state-wide system and local Banner system was used to research youths who turned 18 (adult) within 12 months after exit date from JDP.





COURT PROGRAMS: ELDER JUSTICE CENTER

Mission Statement

To ensure that the elderly in this circuit are accorded a fair and reasonable voice in, and access to, the courts; to remove barriers and enhance linkages between older adults, the court system, and medical, social, and legal services.

TO DO LIST Service Volume 2006

Total Victims: **39**
Non-Victim Case Management: **81**
Total Referrals: **254**
Public Education Presentations: **20**
Attendance at Presentations: **2,551**
Brochures Distributed: **15,328**
Guardianship Cases Reviewed: **2,209**
Wards: **1,324**



David Kirby (EJC) distributes literature at the Senior Funfest Expo at the Museum of Science and Industry.

PROGRAM GOALS

- To provide a designated facility to respond to the needs of the older adults.
- To coordinate access to existing agencies who presently provide services to older adults.
- To provide for public education for older adults and those who work with them regarding the role of the courts in assisting older adults.
- To provide, where needed, appropriate short-term case management services.

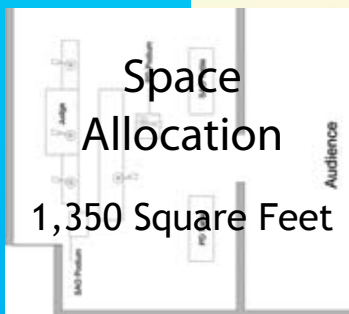


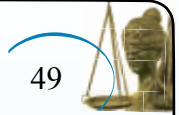
Staff:

Senior Court Program Manager
3 Court Counselors
Senior Secretary



Marcie Larkin (EJC) being interviewed by the host of the magazine show, Justice Files FLA, Neil Vicino.





EJC Vignettes

2006 Elder Justice Center Case Management Client

Client is a sixty-year-old working male who presented at the Elder Justice Center seeking assistance in removal of an unwanted boarder in his home. The boarder had refused to pay the agreed upon rent. As background, this 52 year old, female boarder had come into client's home as a caregiver for an elderly, disabled family member who resided with client.

Shortly after the caregiver moved in, the disabled family member moved, with other family, out of state. At that time, a monthly rental amount was agreed upon by the former caregiver and the homeowner, the Elder Justice Center's client. She never paid the rent and refused to leave the home when told to do so.

The Victim Advocate offered to assist client in filing an eviction complaint in the County Civil division. He was educated regarding the eviction process and was assisted in completing and filing the complaint.

As the eviction process unfolded, relations between client and his boarder deteriorated, and he became increasingly emotional regarding his vulnerability to this unwanted individual in his home. The Elder Justice Center Victim Advocate counseled this client several times regarding this seeming loss of control of his home environment.

Finally a hearing was set, and the Victim Advocate attended the hearing with the client. The hearing resulted in the boarder being ordered to remove herself and her belongings from the client's home.

2006 Elder Justice Center Victim Case

A seventy-one year old victim of domestic violence was referred to the Elder Justice Center by the Domestic Violence Office of the Clerk of the Court. He had already filed a petition for protection against domestic violence. The Victim Advocate at the Elder Justice Center referred the victim to the Domestic Violence attorney at Bay Area Legal Services and the Family Justice Center. The victim was also counseled regarding creation of a personal safety plan and the availability of domestic violence shelters.

This victim alleged that there had been ongoing problems with his adult step-son. The step-son had a record of twenty-three local arrests, some of which were drug-related charges.

In the most recent instance, the step-son came to the victim's home to ask for money from his terminally ill mother. When the victim objected to the request, the step-son struck him and knocked him to the ground. The victim immediately called law enforcement, but the step-son fled before deputies arrived.

The Elder Justice Center Victim Advocate and the attorney from Bay Area Legal Services accompanied the victim to a hearing on the domestic violence petition, and an amended petition was filed and a new temporary restraining order was issued.

Finally, the respondent was apprehended and jailed when he came to victim's home. The Elder Justice Center Victim Advocate facilitated the process of effecting service of the temporary injunction in the jail. The Victim Advocate also coordinated plans for transportation of the respondent to the next scheduled hearing of the victim's petition. At the final hearing, the permanent injunction was granted, and the respondent was transported back to the Hillsborough County Jail to await arraignment on pending criminal charges.

Program Model

EJC has served as a unique national model, providing information to other court systems. EJC served as a prototype to the EJC established in Palm Beach County, Florida.

PROFESSIONAL ASSOCIATIONS

Florida Bar
Association

Florida Council
on Aging

Florida Health
Care Social Workers
Association

Florida State
Guardianship
Association

**PROGRAM
GOALS**

- To provide a designated facility to respond to the needs of the older adults.
- To coordinate access to existing agencies who presently provide services to older adults.
- To provide public education for older adults and those who work with them regarding the role of the courts in assisting older adults.
- To provide, where needed, appropriate short-term case management services.



OUTCOME MEASURES

Elder Abuse and the Courts Working Group

The National Center for State Courts (NCSC) created the multidisciplinary Elder Abuse and the Courts Working Group. The group consisted of many of the nations top experts and practitioners in dealing with the rising issue of elder abuse. Representatives included members of the judiciary, criminal justice agencies, adult protective services, advocacy and legal organizations, and government officials. The mission of the group was to provide leadership to courts in the area of elder abuse. In April of 2006, the group met in Williamsburg, Virginia to strategize how courts can improve their identification of and response to elder abuse and neglect as situations present themselves in a courtroom setting. Mike Bridenback and Marcia Larkin represented the 13th Judicial Circuit Court and presented on the Elder Justice Center as a model approach and an effective court response for courts across the country to consider in dealing with elderly victims of abuse.

Family Guardianship Training

EJC staff teach an 8-hour family guardianship training course at the Hillsborough Community College four times a year. This enables those who are appointed as guardians to meet the mandated training requirement.

From survey responses collected in February, May, August, and November 2006, 88 percent of the 93 students attending agreed or strongly agreed that the instructor was an effective teacher.

Elves for Elders

A holiday gift drive is arranged each year on behalf of wards under public guardianship lacking essentials, such as clothes, socks, toiletries, and blankets. Participants contributing to this tremendously successful effort include courthouse employees, professional guardians, attorneys, social and medical organizations, and various other agencies, organizations, and individuals. Gifts were inventoried and delivered to the wards before the holidays.

Quality Indicators/Quotes

“The EJC program is extremely useful to me and also to the domestic violence judges.” (Judge Susan Sexton)

“I am a social worker with Aging Services, and Mr. Kirby has been nothing but nice and generous to my client who had accumulated debris, metal, car parts around his property... arranged and coordinated a community effort to clean up the client’s yard...had an on-going battle with code enforcement for some time, but thanks to the work that was completed; he now has been cleared of all liens and fines with the City of Tampa.”

“Your emotional assistance and knowledge of where to go helped me through a really devastating time of my life... My grandson was declared incompetent to stand trial and after months in jail here, a bed finally became available at the state hospital in Chattahoochee. He is now on the second level ‘up the hill.’ He is taking his medication, calls his mom or me nearly daily, and sounds more rational than he has in years... His mom and I are going to see him over the Thanksgiving holidays.”



Mission Statement

To provide high quality, professional mediation services for Hillsborough County disputants, at a reasonable cost, in a cordial and comfortable environment. To serve the court and the community in the resolution of disputes in a timely and efficient manner, and to instill confidence and satisfaction in all those we serve.



Staff:
Director
6 Court Program Specialists
Court Program Manager
2 Mediation Services Coordinators
Court Program Specialist II
4 Secretary Specialists



John Allen (Mediation) presents the JPG Kleinbaum memorial award to Carol Biver.

PROGRAM GOALS

Deliver efficient mediation and diversion services by:

- Continuing training and evaluation of mediators.
- Distribution of written policies to educate court professionals.
- Automated collection of statistical information.
- Reduction of file handling through paperless office procedures.
- Cross training of intake staff to achieve improved efficiency.

OUTCOME MEASURES

Total Mediations

Referrals – 9,194
Hearings Held – 5,350
Settled - 2,887
Percentage Resolved - 54%

TO DO LIST

Service Volume 2006

Circuit Civil Mediation

Referrals - **98**
Hearings Held - **72**
Settled - **33**
Percentage Resolved - **46%**

Family Mediation

Referrals - **4,562**
Hearings Held - **2,648**
Settled - **1,614**
Percentage Resolved - **61%**

County Mediation

Referrals - **3,536**
Hearings Held - **2,382**
Settled - **1,071**
Percentage Resolved - **45%**

Community Mediation

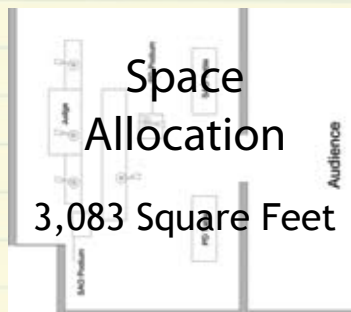
Referrals - **585**
Hearings Held - **68**
Settled - **37**
Percentage Resolved - **54%**

Southshore Community Justice Center

Referrals - **96**
Hearings Held - **26**
Settled - **15**
Percentage Resolved - **58%**

Juvenile Restitution

Referrals - **267**
Hearings Held - **140**
Settled - **117**
Percentage Resolved - **84%**





Quality Indicators/Quotes

Juvenile Restitution Mediation Program:

Since 2005, juvenile restitution issues referred from the Juvenile Delinquency Division are mediated two days a month. All juvenile offenders, their parents, and their victims are brought together with a County mediator to develop a plan for fair restitution payment. This service supports the judges and frees hearing time that would otherwise be devoted to restitution hearings.

Family Mediation Expansion:

Since 2005, every new family law case filed for dissolution of marriage is set for a status hearing before the assigned family law judge after 90 days. At that time mediators are made available to assist the parties in settling disputed issues. Three days a month are dedicated to addressing these family law cases (referred from two family law divisions each day). This creates an opportunity for a quicker resolution of dissolution matters.

PROFESSIONAL ASSOCIATIONS

The Academy of Family Mediators
National Association for Community Mediation
National Association for Court Managers

Satisfaction surveys are distributed to all mediation participants during two months of the year.

The results from October 2006:

Satisfied with Mediation Program	98%
Mediator Performance Good, Very Good	98%
Would Mediate in the Future	95%
Satisfied with Mediation Agreement	92%



Mission Statement

To support the Vision of AOC senior management by fostering informed, innovative management decisions and practices through institutional research, development and evaluation activities.

SERVICE GOALS

- To research and analyze information of value to organizational development.
- To advance projects of benefit to the organization, often involving multiple departments and external agencies.
- To facilitate an understanding of performance improvement techniques among managers in the AOC and evaluate programs and services.

OUTCOME MEASURES

- Court Interpreter Center Program Evaluation
- Office of Public Information Program Evaluation
- Judges Certification for Additional Judgeships
- Thirteenth Judicial Circuit Performance Management Report
- Court Division Statistics Clearance Rates



PROFESSIONAL ASSOCIATIONS

- American Evaluation Association
- American Society for Criminology
- American Society for Quality (senior member)
- Justice Research & Statistics Association
- National Association of Court Managers

Courtools Employee Satisfaction Survey Results:

Agreed or Strongly Agreed
 Proud to work in court system - 94%
 Understand connection between court vision and job - 89%
 Understand what is expected - 89%

Needs Indicated
 Increased Feedback and Recognition

Organizational Changes
 Employee Recognition Program Restarted
 Simpler Performance Evaluation Process
 Employee Satisfaction Survey Routinely Conducted



Mission Statement

The Legal Department provides high quality legal services and representation to the Judiciary of the Thirteenth Judicial Circuit and the management of the Administrative Office of the Courts.

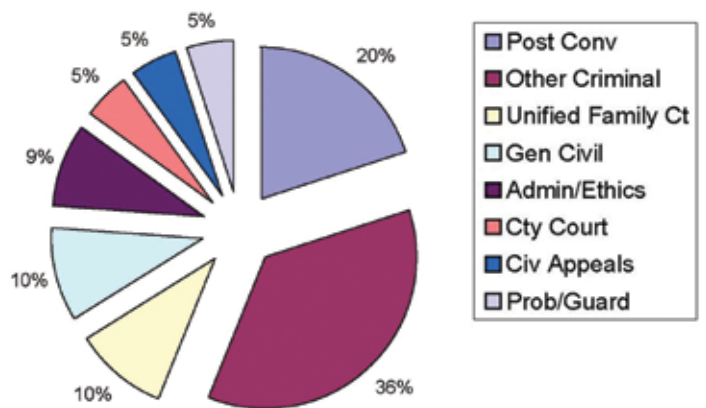
Program Description

Attorneys are assigned to judges and various divisions to research legal issues, draft legal memoranda, attend evidentiary hearings, and draft proposed final orders. In addition, they review all post conviction relief motions filed by defendants and draft or review all administrative orders.

“Judges rely on the support of professionals trained in the law to help them dispose of their cases... Judicial [staff attorneys]... perform a vital service for the trial courts in multiple areas and are particularly useful in capital cases, county to circuit appeals, and complex civil litigation in addition to postconviction proceedings.”

In Re Certification of Need for Additional Judges
918 So.2d 283, 286-287
(Fla.2005)

Judicial Attorneys Distribution



Judicial staff attorneys discussing a recent court case.

Space Allocation

7,875 Square Feet

TO DO LIST

Service Volume 2006

- Case-Related Orders - **4,955**
- Administrative Orders - **200**
- Research Projects - **2,258**
- Memoranda - **398**
- Judicial Consultations - **2,590**



Staff:

- General Counsel
- Assistant General Counsel
- 5.5 Sr. Trial Court Staff Attorneys
- 14 Trial Court Staff Attorneys
- Administrative Assistant III
- Administrative Secretary
- Temporary Law Clerks

DEPARTMENT GOALS

- Case Disposition

The provision of legal research and preparation of memoranda and proposed orders to the judiciary is a primary goal. By providing the judiciary with necessary legal research and proposed orders, the Legal Department assists in case disposition.

- Prevention

Avoiding legal problems and litigation is preferred to the more costly adjudication of legal issues. The Legal Department is dedicated to providing legal advice in the development of effective operational policies and procedures that reduce the risk of legal problems and taking the opportunity, when legal issues arise, to educate concerning the prevention of future legal trouble.

- Professional Integrity

It is important to maintain the appropriate professional expertise in relevant areas of law and demonstrate trustworthy conduct and accountability. Through this focus, the Legal Department is able to provide informed, independent judgment to the judiciary and administrative managers for whom we serve.

- Effectiveness

Attention to deadlines and time-sensitive tasks is critical to Legal Department operations. The Legal Department strives to work efficiently, with an awareness of resource constraints, without sacrificing quality results.

Seniority:

Over 15 Years: Ari Fitzgerald; David Rowland; Deborah Tracy

Over 10 Years: Sara Sopkin Prugh

Over 5 Years: Leeisa Barbas; Jennifer Mooney; Christopher Nauman; Kate Ueda



Staff attorney, Shelley Mirpuri, drafting a proposed order.



Senior staff attorney, Jocelyn Juarez, reviewing the latest post-conviction relief motions.



Quality Indicators/Quotes

As the result of the creation of the post-conviction relief criminal division in February 2006, legal staff assignments have been reorganized. Four full-time staff attorneys are assigned to the new division, and the remaining staff attorneys are assigned to other judges.