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08/31/2004 at 11:18 AM, BOB INZER, CLERK OF COURTS

IN THE SECOND JUDICIAL
CIRCUIT OF FLORIDA

OFFICE OF THE CHIEF JUDGE

ADMINISTRATIVE ORDER NO: 89-101

IN RE: AUTOMATION COMMITTEE

WHEREAS, there are numerous automation projects underway in the various divisions and counties within the Second Judicial Court; and

WHEREAS, there is a need to implement a mechanism to better coordinate the various automation efforts both planned for the future or currently underway; and

WHEREAS, Rule 2.050 (b)(3) requires the Chief Judge to develop an administrative plan for the efficient and proper administration of all courts within the circuit; and

WHEREAS, Rule 2.050 (b)(6) states that the Chief Judge may require the attendance of Prosecutors, Public Defenders, Clerks, Baliffs, and other Court Officers of the courts...; it is therefore,

ORDERED that,

A. An Automation Committee is hereby established. The composition of this committee shall consist of the following officials:

1. Judge Hal S. McClamma, Chairman
2. Michael Allen, Public Defender (or his designee)

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3. Willie Meggs, State Attorney (or his designee)
4. Paul F. Hartsfield, Leon County Clerk (or his designee)
5. Eleanor Hawkins, Jefferson County Clerk (or her designee)
6. Duncan Hosford, Liberty Courty Clerk (or hi designee)
7. Lee Rivers, Franklin County Clerk (or his designee)
8. Nicholas Thomas, Gadsden County Clerk (or his designee)
9. Harold Thurmond, Wakulla County Clerk (or his designee)
10. Wayne Hanna, Leon County CJIS coordinator
11. Tom Long, Trial Court Administrator (or his designee)
12. Cyndi Godbey,Leon County Criminal Justice Planner

B. The Automation Committee Chairman, may, at his discretion, add other individuals or officials as members of this committee.

C. The Automation Committee shall meet on a regular

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basis, preferably each month. The Chairman of automation shall determine the frequency, dates, time, and location of committee meetings.

D. The Automation Committee shall be responsible for the following activities

1. Overseeing the progress of all on-going automation projects within the Second Judicial Circuit.
2. Determining policies and procedures for the efficient implementation and operation of automation projects within the circuit.
3. Evaluating future automation projects for possible replication and implementation within the circuit.
4. Setting priorities for the utilization of automation resources that may be available to the circuit.
5. Identifying problems associated with automation project implementation and making recommendations for the resolution of such projects.
6. Serving as a liaison between the various agencies involved in automation within the

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circuit and other governmental or private entities including:
The Office of the State Court Administrator; The Board of County Commissioners in Leon, Jefferson, Liberty, Franklin, Gadsden, and Wakulla Counties; Data Processing hardware/software, vendors: etc.

7. Making periodic progress reports to the Chief Judges of the Second Judicial Circuit on the status of automation initiation within the circuit.
8. Other activities as may be determined by the Automation Committee Chairman.

E. This order shall supercede the following Administrative Order and amendment:

1. Administrative Order 88-46, (In Re: Creation of information resources management teams; dated 6-6-88.
2. Two amendments to Administrative Order 88-46 (Administrative Order 88-47, dated 6-17-88 and Administrative Order 88-64, dated 8-3-88).

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DONE AND ORDERED in Chambers at Tallahassee, Leon County, Florida this 20th day November, 1989.

Charles D. McClure
Chief Judge

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