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IN THE INTERMEDIATE NOTED
PAUL F. MANSFIELD
CLERK OF CIRCUIT COURT

IN THE SECOND JUDICIAL
CIRCUIT OF FLORIDA

OFFICE OF THE CHIEF JUDGE

ADMINISTRATIVE ORDER NO: 90-21

IN RE: DESIGNATION OF DRIVER IMPROVEMENT PROGRAM

WHEREAS, The Florida Supreme Court, pursuant to Rule 6.110, Florida Rules for Traffic Courts, authorizes the Chief Judge of the circuit to certify the Driver Improvement School(s) that is (are) eligible to operate in the circuit; and

WHEREAS, A Committee of County Court Judges in the Second Judicial Circuit evaluated the services of a number of potential service providers and decided that an additional provider would be beneficial to the Circuit;

It is therefore:

ORDERED THAT:

1. The National Traffic Safety Institute (NTSI) and the North Florida Safety Council are hereby designated to provide basic driver improvement school classes in the Second Judicial Circuit.

2. The North Florida Safety Council and the NTSI shall, by October 1, 1990, formulate a joint service delivery plan, that specifies how driver improvement school services are to be delivered in the Second Judicial Circuit.

This plan shall address the following issues:

(A) How Leon County will be serviced by the two providers. The location, and frequency of classes to be offered by each provider should be specified in this section of the plan. The fee to be charged by each provider should also be specified. It is the intent of this order that applicants be permitted to attend a class of their choice.

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(B) How services will be provided in Franklin, Jefferson, Gadsden, Liberty, and Wakulla Counties. It is the intent of this order that only one provider be responsible for the delivery service in any individual county. The plan should specify the location and frequency of classes in each county and which provider will be responsible for which county. The fee to be charged by each provider should also be specified. Classes must be provided in the county seat (or additional locations if desired) of each county specified in this section.

(C) This Plan should include copies of application forms and related materials that will be used by each provider to accept applicants for each class. Procedures shall be developed to coordinate applications from the Clerks of the Court in each county in the Second Judicial Circuit. All Clerks of the Court shall be informed on those participants that complete the basic driving course.

(D) A mechanism shall be specified in this plan to evaluate and resolve any and all disputes which may arise between the two providers.

3. A maximum fee of twenty dollars ($20) per person will be permitted for the Basic Driver Improvement class.

4. Each provider shall submit a quarterly performance report to the Chief Judge of the Second Judicial Circuit. This report shall include, at a minimum, the following information:

(A) The number of persons attending the Basic Driver Improvement classes during the past quarter.

(B) A summary of participant evaluations of each course.

(C) A listing of procedural problems that were experienced during the past quarter.

(D) A listing of public education and awareness initiatives that occurred during the past quarter.

(E) A total amount of revenue generated along with total dollar expenditures during the past quarter.

(F) Other information deemed relevant by the provider.

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5. The NTSI shall, upon approval of the joint plan by the Chief Judge of the Second Judicial Circuit, be authorized to being operation in the Second Judicial Circuit on January 1, 1991.

DONE AND ORDERED in Chambers in Tallahassee, Leon County, Florida 24th day of July, 1990.

Charles D. McClure
Chief Judge

cc: All Judges
All Clerks of the Court, Second Judicial Circuit
North Florida Safety Council

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