OR 2015 PG 0833

0039609

RECORDED IN THE PUBLIC RECORDS OF LEON CO FLA

MAY 28 9 28 AM '87

DAVE LANG
CLERK CIRCUIT COURT
LEON COUNTY, FLORIDA

IN THE SECOND JUDICIAL CIRCUIT
OF LEON COUNTY, FLORIDA

OFFICE OF THE CHIEF JUDGE

ADMINISTRATIVE ORDER NO 85-06

IN RE COURT REPORTING SERVICES PLAN

WHEREAS, Fla R J D Admin 2 070 (a)(1) specifies that, "The chief judge, after consultation with the circuit court and county court judges in the circuit, shall enter an administrative order developing and implementing a circuit-wide plan for the court reporting of all proceedings required to be reported at public expense using either full or part time court employees or independent contractors. , and

WHEREAS, there is a need for a fee schedule to cover court reporting costs when an official court reporter is unavailable Such a fee schedule has historically been used in the Second Judicial Circuit to ensure that access to the court is not impeded for financial reasons, and

WHEREAS, a majority of the judges in the Second Judicial Circuit agree that electronic recording may be used in lieu of an official court reporter for criminal depositions and other judicial proceedings; and

WHEREAS, all official court reporters in the Second Judicial Circuit functioned as salaried employees since October 1, 1991, it is therefore

ORDERED THAT

The following plan for the provision of court reporting services be implemented in the Second Judicial Circuit

I OFFICIAL COURT REPORTERS

A Employees

All official court reporters in the Second Judicial Circuit are full time employees and are not eligible to receive additional compensation for appearances or transcript production within the scope of their employment

B Qualifications

All official court reporters shall achieve and maintain the designation of

UNOFFICIAL DOCUMENT

Registered Professional Reporter (RPR) as defined by the National Court Reporter Association Equivalent designations from other associations will also be accepted as a minimum standard for official court reporters Currently employed official court reporters that lack the registered professional reporter or an equivalent designation shall have two (2) years to achieve such a designation or demonstrate their competancy by satisfactorily completing an assessment and/or peer review administered by the chief official court reporter

C Seven official court reporters shall receive salary supplements from Leon County and one official court reporter shall receive a salary supplement from Gadsden County Franklin, Jefferson, Liberty, and Wakulla counties shall be responsible for reimbursing Leon County for the provision of official court reporter coverage in those counties Reimbursement shall be based on each county's proportionate share of criminal and juvenile cases in the most recent calendar year Any funds unexpended at the end of the fiscal year shall be returned to Franklin, Jefferson, Liberty, and Wakulla counties on the same proportional basis on which they were collected

D Travel Expense

Travel and per diem shall be paid in accordance with Chapter 112 061, Florida Statutes All official court reporters' milage and per diem should be claimed on a state travel voucher and paid by the State of Florida

II FEE SCHEDULE

When a court proceeding is covered by a court reporter other than an official court reporter or when a transcript is produced by a court reporter other than an official court reporter the following rates shall apply

A Attendance

1 Regular Coverage
$30 00 - First Hour
$15 00 - Per Hour of Portion Thereof

2 Weekend or Holiday coverage
$40 00 - First Hour
$20 00 - Per Hour or Portion Thereof

UNOFFICIAL DOCUMENT
CLERK OF THE CIRCUIT COURT & COMPTROLLER LEON COUNTY GWEN MARSHALL
UNOFFICIAL DOCUMENT

8 Transcripts

When a transcript is prepared by a court reporter other than an official court reporter, the following rates shall apply

1	Depositions (Criminal)	
	Original	$2 50
	Each Copy	$ 75
2	Jury or non-jury trials or hearings (Criminal)	
	Original	$2 50
	Each Copy	$ 75
3	Appeals	
	Original	$2 50
	Each Copy	$ 75
4	Expedited (24 hours to 72 hours)*	
	Original	$3 25
	Each Copy	$1 00
5	Expedited (up to 24 hours)*	
	Original	$4 25
	Each Copy	$1 50

*No expedited transcript will be prepared except on order of a judge, and then only in exceptional circumstances

III TRANSCRIPT PRODUCTION

A No transcriptions or copies of transcriptions shall be produced in jury and non-jury proceedings, appeals or depositions without procuring prior approval of the presiding judge

B No expedited, daily or overnight transcription shall be allowed without prior approval of the judge

IV ELECTRONIC RECORDING OF JUDICIAL PROCEEDINGS

A The use of electronic recording equipment is hereby authorized for preserving testimony in all judicial proceedings and criminal depositions

UNOFFICIAL DOCUMENT
CLERK OF THE CIRCUIT COURT & COMPTROLLER LEON COUNTY GWEN MARSHALL

in the circuit and county courts which are required to be reported by rule or law, directed by the court to be reported or to be requested by the parties to be recorded

B Court proceedings

Electronic recording equipment shall be operated by a qualified deputy clerk, designated by the clerk The operator shall be responsible for the following

1 Operate the equipment in such a manner as to ensure the production of a reliable record, including monitoring the tape input where technically feasible and alerting the presiding official when the quality of the recording is in doubt

2 Maintain a detailed, accurate and written log of all proceedings recorded so that each proceeding can be independently reconstructed by another individual The log shall specifically identify those persons present and in the capacity, style and case number, nature of the proceeding, location, time and date of proceeding, a correlationalition between the foot meter and major incidents, and the name of the operator

3 Deliver the original tape (properly identified and sealed so that the seal cannot be opened without noticeably being broken) and recording log to the appropriate division of the clerk's office for safe keeping and storage The tapes, so delivered, shall be indexed in a special book maintained for that purpose and shall be released only upon authorization of the court Responsibility for the care and custody of original tapes shall rest with the clerk

C Electronic Recording of Criminal Depositions

1 The use of electronic recording equipment in the taking of non-capital criminal depositions in the Second Judicial Circuit is hereby authorized

UNOFFICIAL DOCUMENT
CLERK OF THE CIRCUIT COURT & COMPTROLLER LEON COUNTY GWEN MARSHALL
UNOFFICIAL DOCUMENT

2 Depositions shall be conducted and transcribed consistent with the following guidelines

a Electronic equipment shall be in such quality to ensure the production of a reliable transcript

b All testimony shall be under oath before a notary or a person authorized to administer oaths

c Two independent recordings shall be made of each deposition The original tape shall be retained in the offices of the official court reporter The other shall be duplicated and copies given to the defense attorney and prosecuting attorney who attended the deposition

d Disputes as to the content of the transcribed deposition shall be submitted to and resolved by the court

e Depositions shall conform in all respects to transcript specifications prescribed in Fla R Jud Admin 2 070 (g)

V Administrative Order 90-24, In Re Electronic Recording of Judicial Proceedings, dated September 26, 1990 Administrative Order 91-05, In Re Court Reporter Fees and Compensation, dated October 1, 1991, Administrative Order 94-7, In Re Official Court Reporters, Appointment, dated April 22, 1994, and Administrative Order 94-15, In Re Electronic Recording of Depositions, dated December 7, 1994 are hereby recinded

DONE AND ORDERED in Chambers, at Tallahassee, Leon County, Florida this 11 day of April, 1995

PHILIP J PADOVANO
CHIEF JUDGE

UNOFFICIAL DOCUMENT
CLERK OF THE CIRCUIT COURT & COMPTROLLER LEON COUNTY GWEN MARSHALL
UNOFFICIAL DOCUMENT