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IN THE SECOND JUDICIAL CIRCUIT OF FLORIDA

OFFICE OF THE CHIEF JUDGE

ADMINISTRATIVE ORDER 2001-01

IN RE: NEIGHBORHOOD JUSTICE CENTER

WHEREAS, Subsection 43.26 (1), Florida Statutes (2000) provides that, "The presiding judge of each judicial circuit, who shall be a circuit judge, shall exercise administrative supervision over all the trial courts within the judicial circuit and over the judges and other officers of such courts.", and

WHEREAS, Subsection 43.26 (2) (f), Florida Statutes (2000) provides that, "The presiding judge of the circuit shall have the power: To do everything necessary to promote the prompt and efficient administration of justice in the courts over which he or she presides.", and

WHEREAS, Florida Rule of Judicial Administration 2.050 (b) (2) states, "The chief judge shall exercise administrative supervision over all courts within the judicial circuit in the exercise of judicial power . . . ," and

WHEREAS, former Administrative Order 94-01, which was adopted on January 3, 1994, provided for the establishment of a neighborhood justice center planning committee, and

WHEREAS, a neighborhood justice center was established in Leon County, and

WHEREAS, former Administrative Order 94-01 did provide for the oversight role of the committee once the neighborhood was established, however, the scope detailed in the administrative order needs to be revised to specifically address the oversight function of the Neighborhood Justice Center due to the expansion of staff and services provided at the center.

It is **THEREFORE**

ORDERED that:

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I. ADVISORY COMMITTEE

A. The Neighborhood Justice Center Advisory Committee is hereby established. The membership of the committee shall consist of the following.

1. The chief judge or designee of the Second Judicial Circuit.

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2. One Leon County judge designated by the chief judge.

3. The chair of the Leon County Board of County Commissioners or designee.

4. The chair of the Tallahassee City Commission or designee.

5. The director of the Florida Dispute Resolution Center or designee.

6. The court administrator of the Second Judicial Circuit or designee.

7. The director of the Leon County Court Mediation Services.

8. The director of the Leon County Citizens's Dispute Settlement Program.

9. The chief judge shall reserve the right to add additional members at any time. Membership on the committee shall not exceed twelve members.

B. The chief judge or designee shall serve as the chair. In the absence of the chief judge or designee the court administrator or designee shall serve as the chair.

C. The committee shall meet at the times and locations determined by the chair.

D. The committee shall make recommendations for improved operations of the Neighborhood Justice Center, recommend areas for expanded services and assess the feasibility of creating additional centers in other neighborhoods, and make other such recommendations that after due consideration are deemed to be in the best interest of the center.

II. EXECUTIVE DIRECTOR

A. The Neighborhood Justice Center shall have an executive director to serve as staff to the advisory committee, secure funding of the center, and to perform the administrative functions of the center. The executive director shall be chosen by the chief judge. The executive director shall be an employee of the Second Judicial Circuit and subject to all personnel rules and policies of the Second Judicial Circuit. The executive director shall be supervised by the court administrator or designee.

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III. NEIGHBORHOOD JUSTICE CENTER

The purposes of the Neighborhood Justice Center are to provide services deemed appropriate and feasible by the advisory committee. Examples of such services are:

1. To utilize volunteers to provide mediation and other dispute resolution resources to the neighborhood to resolve interpersonal, economic, landlord-tenant, and other conflicts that may arise within the neighborhood.

2. To provide legal seminars and provide free legal advice clinics.

3. To serve as a referral service for citizens needing services not provided by the center.

4. To provide restorative justice services.

5. To provide community court services.

6. To conduct workshops and training sessions on mediation, anger management, conflict resolution, and study circle/race relations.

DONE and ORDERED in chambers at Tallahassee, Leon County, Florida, this 17 day of January 2001.

George S. Reynolds III
Chief Judge

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