20140037598 RECORDED IN PUBLIC RECORDS LEON COUNTY FL BK: 4663 PG: 737,
05/06/2014 at 09:31 AM, BOB INZER, CLERK OF COURTS

IN THE SECOND JUDICIAL CIRCUIT OF FLORIDA

OFFICE OF THE CHIEF JUDGE

ADMINISTRATIVE ORDER 2014-05

IN RE: CIRCUIT JUDGE AND COUNTY JUDGE ASSIGNMENTS

WHEREAS, Administrative Order 2012-08, In Re: Circuit Judge and County Judge Assignments, as amended, currently sets forth the assignments for the judges of the Second Judicial Circuit; and

WHEREAS, Rule 2.215 (b)(4), Florida Rules of Judicial Administration, provides that the Chief Judge shall assign judges to the courts and divisions and shall determine the length of each assignment; it is therefore

ORDERED that the following are the judicial assignments for the Second Judicial Circuit which shall take effect on July 1, 2014, and shall remain in effect until modified by subsequent order.

I. LEON COUNTY.

A. Circuit Court Criminal Division.

Circuit Judges Terry P. Lewis, Frank E. Sheffield, James O. Shelfer, Kevin J. Carroll and Charles A. Francis shall be assigned to the Criminal Division and assigned all cases as follows:

1. **Circuit Judge Terry P. Lewis, Division A.**

Division A shall be assigned twenty-five percent (25%) of all Criminal Division cases not assigned to Division E.

2. **Circuit Judge Frank E. Sheffield, Division B.**

Division B shall be assigned twenty-five percent (25%) of all Criminal Division cases not assigned to Division E.

3. **Circuit Judge Kevin J. Carroll, Division C.**

Division C shall be assigned twenty-five percent (25%) of all Criminal Division cases not assigned to Division E.

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4. **Circuit Judge James O. Shelfer, Division D.**

Division D shall be assigned twenty-five percent (25%) of all Criminal Division cases not assigned to Division E.

5. **Felony Worthless Checks, Division E.**

All felony worthless check cases shall be assigned equally to each of the five Leon County Judges.

6. **Chief Judge Charles A. Francis, Misdemeanor Appeals.**

All misdemeanor appeals from county court are assigned to Chief Judge Charles A. Francis.

7. **Felony Drug Intervention Cases.**

All felony drug intervention cases shall be assigned to Leon County Judge Robert R. Wheeler.

8. **Felony Intake Cases and Miscellaneous Matters.**

(a) **Felony Intake Cases and Designated VOP Proceedings.**

All felony intake cases and such violation of probation and other proceedings as may be determined by the Administrative Judge of the Criminal Division, shall be placed on the "rocket docket" or such other dockets as the Administrative Judge shall determine from time to time. Rocket docket is assigned to the four regular division (A-D) judges on a rotation basis as is determined by the Administrative Judge.

(b) **Statewide Prosecution Cases - Division SW.**

All statewide prosecution cases shall be in Division SW and assigned to Circuit Judge Terry P. Lewis.

(c) **Extraordinary and/or Unusual Fee Requests.**

All extraordinary and unusual fee requests shall be assigned to Circuit Judge Terry P. Lewis.

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B. Circuit Court Civil Division.

Circuit Judges George S. Reynolds, III, Charles A. Francis, James C. Hankinson and Angela C. Dempsey shall be assigned to the Civil Division and assigned all civil cases, prisoner civil petitions, and civil appeals from county court, excluding Probate and Family Law Division cases as follows:

1. **Circuit Judge George S. Reynolds, III.**

   Twenty-eight percent (28%) of all civil cases and twenty-eight percent (28%) of all civil prisoner petitions by assuming the case load previously assigned to Circuit Judge Terry P. Lewis, including all pending and scheduled hearing and trial dates and times associated therewith.

2. **Chief Judge Charles A. Francis.**

   Sixteen percent (16%) of all civil cases and sixteen percent (16%) of all civil prisoner petitions.

3. **Circuit Judge James C. Hankinson.**

   Twenty-eight percent (28%) of all civil cases and twenty-eight percent (28%) of all civil prisoner petitions by assuming the case load previously assigned to Judge John C. Cooper, including all pending and scheduled hearing and trial dates and times associated therewith.

4. **Circuit Judge Angela C. Dempsey.**

   Twenty-eight percent (28%) of all civil cases and twenty-eight (28%) of all civil prisoner petitions by assuming the case load previously assigned to Circuit Judge Kevin J. Carroll, including all pending and scheduled hearing and trial dates and times associated therewith.

C. Family Division.

The Family Division shall include the following categories of cases: dissolution of marriage; division and distribution of property arising out of dissolution of marriage; annulment; support unconnected to dissolution of marriage; paternity; child support; URESA/UIFSA; custodial care of and access to children; adoptions under Chapter 63; name change; declaratory judgment actions related to premarital, marital and postmarital agreements; all civil injunctions (related to domestic violence, repeat violence, dating

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violence, sexual violence, and stalking); all matters under Chapter 39, including juvenile dependency and termination of parental rights; and juvenile delinquency. These cases, together with all pending and previously scheduled hearings, trial dates and times associated therewith, shall be assigned to the Judges set forth as follows:

1. **Division A: Circuit Judge Karen Gievers.**

   All United Family Court Section cases as defined and identified pursuant to Administrative Order 2013-08; all matters under Chapter 39, including juvenile dependency and termination of parental rights cases; and equal rotation as Family Division duty judge; and to hear cases for civil injunctions (related to domestic violence, repeat violence, dating violence, sexual violence, and stalking) as directed by the Family Law Division Administrative Judge. Division A shall not be assigned juvenile delinquency or other cases, except as set out in Administrative Order 2013-08, or as otherwise ordered by the Chief Judge.

2. **Division B: Circuit Judge Charles W. Dodson.**

   Twenty percent (20%) of all Family Division cases including all civil injunctions (related to domestic violence, repeat violence, dating violence, sexual violence, and stalking); all juvenile delinquency cases; and an equal rotation as Family Division duty judge. Division B shall not be assigned matters under Chapter 39, including juvenile dependency and termination of parental rights cases, except as otherwise ordered by the Chief Judge.

3. **Division C: Circuit Judge John C. Cooper.**

   Forty percent (40%) of all Family Division cases including all civil injunctions (related to domestic violence, repeat violence, dating violence, sexual violence, and stalking), as well as an equal rotation as Family Division duty judge, excepting juvenile delinquency, juvenile dependency, and termination of parental rights cases.

4. **Division D: Circuit Judge Jonathan Sjostrom.**

   Forty percent (40%) of all Family Division cases including all civil injunctions (related to domestic violence, repeat violence, dating violence, sexual violence, and stalking), as well as an equal rotation as Family Division duty judge, excepting juvenile delinquency, juvenile dependency, and termination of parental rights cases.

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5. **Special Assignments.**

All Simplified Dissolution of Marriage cases are assigned equally to each of the five Leon County Judges.

6. **Miscellaneous.**

Administrative Order 2004-01, In Re: Unified Family Court and Administrative Order 2014-04, In Re: Appointment of Amanda Wall as Administrative General Magistrate of the Second Judicial Circuit of Florida; Administrative Order 2012-05; In Re: Appointment of Acelo Pedroso as General Magistrate of the Second Judicial Circuit of Florida; Administrative Order 2012-06, In Re: Appointment of Thomas W. Lager as Volunteer General Magistrate of the Second Judicial Circuit of Florida; and Administrative Order 2012-07, In Re: Appointment Magistrates of the Second Judicial Circuit of Florida as Child Support Enforcement Hearing Officers of the Second Judicial Circuit shall remain in full force and effect excepting any provision concerning the assignment of cases to judges and general magistrates which may be inconsistent with this order. Administrative Order 2013-08 shall remain in full force and effect except as the same is specifically superseded by this order.

7. **Family Division Assignment of the General Magistrates.**

The General Magistrates shall be assigned by the Circuit Family Law Administrative Judge to assist the Circuit Judges by hearing pro se Family cases, except juvenile dependency and termination of parental rights trials, juvenile delinquency, domestic violence, and repeat violence cases, throughout the circuit as determined necessary by the Circuit Family Law Administrative Judge, subject to the direction of the Chief Judge. Circuit Judges shall not individually refer cases to, or call upon the General Magistrates to handle cases, except as directed or authorized by the Circuit Family Law Administrative Judge. The Administrative General Magistrate, at her discretion, may have cases where representation is subsequently provided by an attorney or attorneys reassigned back to the assigned Circuit Judge.

D. Probate Division.

1. Circuit Judge Jackie Fulford is assigned to the Probate Division and shall be assigned all probate cases, except Baker Act and Marchman Act.

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2. County Judge Augustus D. Aikens, Jr. Is assigned all Baker Act and Marchman Act proceedings in the Probate Division.

E. Leon County Court Criminal Division.

County Judges Augustus D. Aikens, Jr., Nina Ashenafi Richardson, Ronald W. Flury, Judith W. Hawkins, and Robert R. Wheeler shall be assigned to the County Court Criminal Division which shall include all pending and previously scheduled hearing and trial dates and times associated therewith, as follows:

1. **County Judges Augustus D. Aikens, Jr.**

   Twenty percent (20%) of all criminal cases.

2. **County Judge Nina Ashenafi Richardson.**

   Twenty percent (20%) of all criminal cases.

3. **County Judge Ronald W. Flury.**

   Twenty percent (20%) of all criminal cases.

4. **County Judge Judith W. Hawkins.**

   Twenty percent (20%) of all criminal cases.

5. **County Judge Robert R. Wheeler.**

   Twenty percent (20%) of all criminal cases.

F. Leon County First Appearances.

All First Appearances, except otherwise assigned weekend and holiday duty, shall be assigned on a rotating basis as determined and assigned by the Administrative Judge of the Leon County Court.

G. Leon County Court Civil Division.

County Judges Augustus D. Aikens, Jr., Nina Ashenafi Richardson, Ronald W. Flury, Judith W. Hawkins, and Robert R. Wheeler shall be assigned to the County Court Civil Division which shall include all pending and previously scheduled hearing and trial dates and times associated therewith, as follows:

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1. **County Judge Augustus D. Aikens, Jr.**

   Twenty percent (20%) of all civil cases.

2. **County Judge Nina Ashenafi Richardson.**

   Twenty percent (20%) of all civil cases.

3. **County Judge Ronald W. Flury.**

   Twenty percent (20%) of all civil cases.

4. **County Judge Judith W. Hawkins.**

   Twenty percent (20%) of all civil cases.

5. **County Judge Robert R. Wheeler.**

   Twenty percent (20%) of all civil cases.

II. **GADSDEN COUNTY.**

A. **Circuit Judge Barbara K. Hobbs** shall be assigned all circuit criminal cases, juvenile delinquency, and misdemeanor appeals from county court.

B. **Circuit Judge Martin Fitzpatrick** shall be assigned all circuit civil cases, family cases, probate cases, juvenile dependency cases, and civil appeals from county court.

C. **County Judge Kathy L. Garner** shall be assigned all county court cases and shall be primary backup to assist with juvenile delinquency cases.

III. **WAKULLA COUNTY.**

A. **Circuit Judge Dawn Caloca-Johnson** shall be assigned all circuit criminal cases, civil cases, family cases, including juvenile delinquency and dependency cases, probate cases, and all appeals from county court.

B. **County Judge Jill C. Walker** is hereby assigned all county court cases and shall be primary backup to handle dependency and delinquency cases.

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IV. JEFFERSON COUNTY.

A. **Circuit Judge Karen Gievers** shall be assigned all circuit criminal cases, civil cases, family cases, including juvenile delinquency and dependency cases, probate cases, and all appeals from county court.

B. **County Judge Robert R. Plaines** is hereby assigned all county court cases.

V. FRANKLIN COUNTY.

A. **Circuit Judge Jackie Fulford** shall be assigned all circuit criminal cases, civil cases, family cases, including juvenile delinquency and dependency cases, probate cases, and all appeals from county court.

B. **County Judge Van Russell** is hereby assigned all county court cases.

VI. LIBERTY COUNTY.

A. **Circuit Judge Martin Fitzpatrick** shall be assigned all circuit civil cases, family cases, including juvenile dependency cases, probate cases, and civil appeals from county court.

B. **Circuit Judge Barbara K. Hobbs** shall be assigned all circuit criminal cases, juvenile delinquency cases, and misdemeanor appeals from county court.

C. **County Judge Kenneth L. Hosford** is hereby assigned all county court cases.

VII. MISCELLANEOUS ASSIGNMENTS.

A. Administrative Judges.

The following judges are appointed and shall serve as administrative judges in the following divisions:

1. **Leon County - Circuit Court.**

   a. Circuit Judge Terry P. Lewis - Criminal Division.

   b. Chief Judge Charles A. Francis - Civil Division.

   c. Circuit Judge John C. Cooper - Family Division.

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2. **Leon County Court.**

a. County Judge Ronald W. Flury is appointed and shall serve as Administrative Judge for the county court.

b. This order shall not supercede other orders assigning county judges on a temporary basis or any order assigning a county judge as a temporary backup to a circuit judge.

3. **Gadsden, Jefferson, Liberty, Franklin and Wakulla Counties.**

a. Chief Judge Charles A. Francis shall retain all administrative judge responsibilities for Gadsden, Jefferson, Liberty, Franklin and Wakulla Counties, except as to Family Division cases.

b. Circuit Judge Jonathan Sjostrom is designated Administrative Judge for all Family Division cases.

4. **Duties of Administrative Judges.**

Those Judges designated administrative judges hereunder are expressly given the authority, consistent with this order and other applicable administrative orders, to assist with the administrative supervision of the designated court or division and shall provide for duty coverage when requested by the Chief Judge. Administrative Judges may recommend the adoption of administrative orders as they may see fit, but no Administrative Judge is delegated the authority to enter any administrative order, as that authority is reserved to the Chief Judge.

B. Weekend and Holiday Duty.

The trial court administrator shall prepare a rotation list designating a particular circuit/county judge to serve as a duty judge on holidays and weekends. The duty judge shall handle all first appearance proceedings in Franklin, Gadsden, Leon, Liberty, Jefferson and Wakulla Counties. The duty judge shall also handle any arrest warrants, search warrants, petitions for injunctions, emergency hearings or other emergency matters brought to the duty judge's attention. For the purposes of this order, the weekend shall commence at 5:00 p.m. on Friday and terminate at 8:00 a.m. on Monday. Holiday duty other than those falling during weekend duty, shall commence at 5:00 p.m. the day before the holiday and terminate at 8:00 a.m. the day

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after the holiday. The duty judge shall be available by telephone to address emergency calls at all times during their rotations, and shall be responsible for providing telephone numbers (including cell phone) to the trial court administrator so that the duty judge may be reached at all times during the duty rotation.

VIII. EMERGENCY MATTERS.

A. Cross-Assignments.

All circuit judges and county judges in Leon, Gadsden, Jefferson, Liberty, Franklin and Wakulla Counties are hereby cross-assigned to preside over any emergency within their individual counties or assignments in the circuit or county court.

B. Emergency Hearings.

The following procedures shall apply when requests to schedule emergency hearings are made in the circuit criminal, civil, family or probate divisions and county courts of the Second Judicial Circuit.

1. For the purpose of this order, emergency circuit criminal, civil, family or probate and county court matters shall be defined as nonroutine matters which, by their nature, require the immediate action by a judge to prevent physical harm, irreparable property damage or a hardship of such a critical nature that the swift intervention of the court is deemed necessary.

2. A request for an emergency hearing shall be presented in writing **to the judge assigned** to the case.

3. In the event the judge assigned to the case is unavailable, and a duty judge has not been designated to address such emergency request, the request for an emergency hearing shall be brought to the Chief Judge or Acting Chief Judge, to determine whether an emergency hearing is needed. For the purpose of this order, the unavailability of the judge shall mean that the judge is physically not present in the courthouse in which the emergency must be heard and will remain so for such a period that necessity requires the matter to be submitted to the Chief Judge.

4. If the Chief Judge determines that there is an emergency that requires the immediate attention of the judge, the Office of Court

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Administration shall be notified and a judge shall be identified to handle the emergency.

5. Only the judge identified to handle the emergency shall be permitted to resolve the emergency. If the judge assigned to the emergency is unable to rule on the emergency matter due to a conflict, the Office of Court Administration shall again be contacted and another judge shall be identified to resolve the emergency.

IX. BACKUP AND SUPPLEMENTAL ASSIGNMENTS.

A. Circuit Judges.

Each circuit judge of the Second Judicial Circuit is assigned to supplement and aid the county court in the county to which the circuit judge is assigned. Each circuit judge is also authorized to supplement and aid any other circuit or county judge in the circuit when the circuit judge or county judge is unavailable or otherwise request assistance, or is assigned by the Chief Judge.

B. County Judges.

Each county judge of the Second Judicial Circuit is temporarily assigned in their respective counties to supplement and aid the circuit court. However, county judges shall not be assigned to handle contested family law cases, or child support and/or enforcement cases, in their respective counties, except in an emergency or when expressly assigned by the Chief Judge. Each county judge of the Second Judicial Circuit is authorized to supplement and aid any other circuit or county judge in the circuit when the circuit judge or county judge is unavailable or otherwise requests assistance, or is assigned by the Chief Judge.

C. Simplified Dissolution of Marriage Cases.

1. County judges in each of the counties of the Second Judicial Circuit shall have jurisdiction over all simplified dissolution of marriage cases.

2. For the purposes of public convenience and administrative efficiency, simplified dissolution of marriage cases may be filed in the Circuit Civil Division of the clerk's office in each of the counties of the Second Judicial Circuit, and shall be processed accordingly.

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D. Jury Qualification.

1. All five Leon County Judges shall be assigned to qualify the Leon County jurors on a rotating basis as determined and assigned by the Administrative Judge of the Leon County Court.

2. The circuit judges assigned to Gadsden, Franklin, Jefferson, Liberty and Wakulla Counties shall be responsible for qualifying the jury venire during their respective trial weeks.

X. SCHEDULING OF COURTROOMS AND HEARING ROOMS.

Courtroom and hearing room assignment and scheduling shall be made by the Office of Court Administration under the supervision of the Chief Judge.

XI. EFFECTIVE DATE AND PREVIOUS ASSIGNMENT ORDERS.

This order shall be effective July 1, 2014, whereupon Administrative Order 2012-08, as amended, shall be superseded and terminated. This order shall remain in effect until modified by subsequent order.

DONE and ORDERED in Tallahassee, Leon County, Florida, May 6, 2014.

Charles A. Francis

CHARLES A. FRANCIS
Chief Judge

Copies furnished to:

All Circuit and County Judges, Second Judicial Circuit
All Clerks of Court, Second Judicial Circuit
All Sheriffs, Second Judicial Circuit
Public Defender, Second Judicial Circuit
State Attorney, Second Judicial Circuit
General Magistrates and Hearing Officers, Second Judicial Circuit

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