

MEETING MINUTES

Florida Courts E-Filing Authority Meeting
March 14, 2024
2:00 p.m., ET

Florida Courts E-Filing Authority Board of Directors held a Board meeting on March 14, 2024, by WebEx. The following board members were present:

- The Hon. Karen E. Rushing, Chair** (Clerk of Court, Sarasota County)
- The Hon. Todd Newton, Vice Chair | District IV** (Clerk of Court, Gilchrist County)
- The Hon. Kevin Madok | District VII** (Clerk of Court, Monroe County)
- The Hon. Rachel Sadoff | District V** (Clerk of Court, Brevard County)
- The Hon. Tara S. Green | District III** (Clerk of Court, Clay County)
- The Hon. John Tomasino** (Clerk of the Court, Florida Supreme Court)
- The Hon. Clayton O. Rooks | District I** (Clerk of Court, Jackson County)
- The Hon. Steve Land | District II** (Clerk of Court, Lafayette County)
- The Hon. Stacy M. Butterfield, CPA | District VI** (Clerk of Court, Polk County)

Present Not Present

Introduction and Roll Call

The Honorable Karen E. Rushing, Chair, opened the meeting at 2:08 p.m., ET, welcomed everyone to the meeting and asked Beth Allman to call the roll. A quorum was present.

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Public Comment

The Honorable Karen E. Rushing, Chair, asked if anyone on the WebEx wished to speak. No one wished to speak.

Adoption of the Agenda

The Honorable Stacy M. Butterfield made a motion to adopt the agenda. The Honorable Clayton O. Rooks seconded the motion and all voted in favor of the motion.

The Honorable
KAREN E. RUSHING
Chairman
Clerk, Sarasota County

The Honorable
TODD NEWTON
Vice Chairman
Clerk, Gilchrist County
District IV

The Honorable
KEVIN MADOK, CPA
Secretary/Treasurer
Clerk, Monroe County
District VII

The Honorable
JOHN TOMASINO
Clerk of the Court
Florida Supreme Court

The Honorable
CLAYTON O. ROOKS
Clerk, Jackson County
District I

The Honorable
STEVE LAND
Clerk, Lafayette County
District II

The Honorable
TARA S. GREEN
Clerk, Clay County
District III

The Honorable
RACHEL SADOFF
Clerk, Brevard County
District V

The Honorable
STACY M. BUTTERFIELD, CPA
Clerk, Polk County
District VI

Reading and Approval of the Minutes

The Honorable Kevin Madok, Secretary/Treasurer, presented the March 14, 2024, minutes. There were no edits or corrections to the minutes.

The Honorable Steve Land made a motion to accept the March 14, 2024, minutes as presented. The Honorable Kevin Madok seconded the motion and all voted in favor.

Treasurer's Report

Monthly Financial Report

The Honorable Kevin Madok presented the January 2024 monthly financial report. There were no questions.

The Honorable Karen E. Rushing, Chair, accepted the report.

Progress Reports

E- Portal Progress Report

Ms. Nicole Taylor reviewed the February 2024 monthly progress report shown on the screen. Ms. Nicole Taylor reminded the Board the 2024.01 Release would be implemented April 27., 2024, from 1:30 a.m. – 4:30 a.m.

Service Desk Report

Ms. Gia Howell, FCCC Portal Service Desk Supervisor, reviewed the highlights of the February 2024 monthly service desk operations.

There were no questions.

Florida Courts Technology Commission

The Honorable Karen E. Rushing, Chair, informed the Board that the subcommittees were still working on the case management initiatives the court has set out for itself. One of the goals, she noted, was to have standard document descriptions. She explained that she was going to be a pilot county, revising the descriptions for a specific set of motions in circuit civil, both in the portal and in her system. She commented that this went along with the recent letter from Chief Justice Muñoz where he asks the Clerks to support this effort.

She reported the next FCTC meeting was scheduled for May 2-3, 2024, in Panama City Beach.

Old Business

Status Report on Ch. 2023-189 FDLE Notification of Sealing Criminal History Records

The Honorable Karen E. Rushing, Chair, informed the Board that the Portal team has been working on a filing path and creation of a template to provide for the FDLE notification to Clerks of the agency auto-sealing a criminal history as a result of a Clerk



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having sent a disposition July 1, 2023, or after. At this point, testing has not been successful, but she noted with continued efforts she hoped for success so the Clerks can receive the information electronically.

New Business

There was no new business to discuss.

General Counsel Report

Ms. Lynn Hoshihara, Esq., General Counsel, told the Board she had recently been invited to and attended a meeting of the Rules of General Practice and Judicial Administration Committee where they voted to accept the comments that had been filed on behalf of the Authority for the E-Everything rules package..

Rules Report

Mr. Hall had nothing more to add.

Public Comment

There were no comments.

Adjournment

The Honorable Karen E. Rushing, Chair, thanked everyone for attending and adjourned the meeting.

The meeting was adjourned at 2:24 p.m., ET.



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