



## The Florida Courts E-Filing Authority Minutes

Florida Courts E-Filing Authority Board of Directors met in a special meeting to address DIY Florida on January 27, 2020, at 1:00 p.m., EST, by WebEx. The following board members were present:

- ✓ The Honorable Tim Smith, Putnam County Clerk, Chair
- ✓ The Honorable Jeff Smith, Indian River County Clerk, Vice Chair
- ✓ The Honorable Tara Green, Clay County Clerk, Secretary/Treasurer
- ✓ The Honorable John Tomasino, Clerk, Supreme Court (by WebEx)
- ✓ The Honorable JD Peacock, Okaloosa County Clerk
- ✓ The Honorable Steve Land, Lafayette County Clerk
- X The Honorable Todd Newton, Gilchrist County Clerk
- ✓ The Honorable Karen E. Rushing, Sarasota County Clerk
- ✓ The Honorable Sharon R. Bock, Esq., Palm Beach County Clerk

Ms. Lynn Hoshihara, Esq., Authority General Counsel, was also in attendance.

I. The Honorable Tim Smith, Chair, opened the meeting at 1:00 p.m., EST. He welcomed those in the room and participating by WebEx. Chairman Smith asked for a roll call. A quorum was present.

### II. Adoption of the Agenda

Chairman Tim Smith asked for a motion to adopt the agenda.

The Honorable Jeff Smith moved adoption of the agenda. The Honorable JD Peacock seconded the motion. All voted to accept the agenda as presented.

### III. Approval of the 2020.01 Release

Chairman Smith recognized Ms. Carolyn Weber, FCCC Portal Project Manager, to review the list of items for the initial 2020 release. She read over the list that was displayed on the screen and posted on the Authority website and told the board that the configuration control board had reviewed and approved list. Mr. Tom Hall noted that the rules may be changing to address under what circumstances Clerks can refuse a filing. He noted that could impact one of the release items.

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Chairman Smith asked Ms. Hoshihara to look into this and report to the Board on the issue at the February meeting.

The Honorable John Tomasino moved to approve the release list with option to delay any item if needed. The Honorable Steve Land seconded the motion. All voted in favor.

#### **IV. DIY Functionality Policy**

Chairman Smith provided background on the A2J feature of the Portal and the DIY Florida Project. He told the Board that the Portal Program team and the OSCA technical group had met several times over the month to discuss a possible workflow, taking into account that OSCA had been able to hire two new FTE's to program and review the A2J/DIY Florida forms. The group also developed a policy for handling the A2J interviews that the OSCA programmer would be sending the Portal Program team, according to the new workflow. Ms. Weber presented the workflow chart to the Board, describing the role of each entity. There were no questions.

Chairman Smith asked Lynn Hoshihara to review the DIY Functionality Policy. There no questions. The Honorable Sharon Bock was recognized and spoke positively about the working relationship between the FCCC and OSCA staff and her appreciation at finishing the policy.

Chairman Smith asked that the following motions be made:

1) A motion move to adopt the policy and workflow chart as presented, permitting our technical team to move forward with the work.

The Honorable Sharon Bock offered the motion. The Honorable Todd Newton seconded the motion. All voted in favor.

2) To allow the backlog, the previously submitted interview documents, to be worked on and noticed as quickly as staff time permits.

The Honorable John Tomasino made the motion and The Honorable Jeff Smith seconded the motion.

Chairman Smith commented that the technical staff had already received the prioritized backlog list, so, they would just be waiting on the OSCA staff to send the interviews over one at a time.

All voted favorably on the motion.

3) To authorize the Portal Program team to work with OSCA according to the policy and work flow chart for those interview documents sent after the date of the policy.

The Honorable Karen Rushing made the motion and The Honorable John Tomasino seconded the motion. All voted in favor.

Chairman Smith recognized Chris Hart IV, CEO, FCCC, who thanked everyone for their time and efforts on the project.

Chairman Smith asked Ms. Weber to report on any interviews each month in the progress report.

Public Comment

Mr. Wayne Hogan, Esq., a lawyer in the 4<sup>th</sup> Circuit, was recognized to address the Board. He raised the issue of the Portal's civil cover requiring, as a mandatory field, the claim amount. He commented that it was not required in complex business litigation and that there was statute and case law prohibiting the capture of that information. For various reasons.

Chairman Smith asked Mr. Hogan to send a summary of his remarks so that the staff could look into it.

**V. Adjourn**

Mr. Smith thanked everyone for attending the meeting and reminded the Board and those on the WebEx that the next meeting was scheduled to be held in conjunction with the FCCC Winter Conference in Orlando on February 25, 2020, at 9:00 a.m.

The meeting was adjourned at 1:48 p.m., EST.