



**The Florida E-Filing Authority
Board of Directors
Workshop**

Florida Courts E-Filing Authority Board of Directors met by WebEx on March 26, 2012, at 3:00 p.m. The following members were present: Karen Nicolai, CPA, Hernando County Clerk; Secretary/Treasurer; Sharon Bock, Esq., Palm Beach County Clerk; Bill Kinsaul, Bay County Clerk; Bob Inzer, Leon County Clerk; Karen Rushing, Sarasota County Clerk; and were present. Lydia Gardner, Orange County Clerk, Chair; Tom Hall, Clerk, Supreme Court, Vice Chair; and Joseph E. Smith, St. Lucie County Clerk, were absent.

The meeting was called to order at 3:00 p.m. by Hon. Karen Nicolai, Secretary/Treasurer.

- I. Introduction and roll call
Ms. Nicolai, acting as chair, welcomed everyone to the meeting. She asked Beth Allman to call the roll.
- II. Progress Reports
Ms. Nicolai recognized Levi Owens, FACC ePortal Project Manager, to review activities of the past seven weeks of portal operation.

Mr. Owens briefed the board on overall implementation plans. He reported he has been working with each county to establish their status in connecting to the portal. For the 21 in-progress counties, he has established a bi-weekly call to offer assistance. For the 46 counties that are already connected, he has done outreach to check progress and offer assistance on an as-needed basis. He reviewed the specific status of all counties with the board. The [March status report](#) is posted under County Status on the [Florida Courts E-Filing Authority homepage](#).

Ms. Rushing raised the issue of docket codes and asked if it is on the agenda for April. Melvin Cox, FACC Director of Information Technology, explained that the portal did allow the flexibility for counties to choose the docket codes they wished to use; it required no new programming for the request of uniformity. Ms. Rushing explained that she felt the courts wanted this uniformity. She felt the authority should make a decision on this issue at the next meeting and asked for the issue, "standardization of use of the portal," to be placed on the April agenda. Ms. Nicolai suggested that, as none of the board members had seen the portal lately, the April agenda include a demonstration of the portal so everyone could follow the issue. Mr. Keith Heisner, Citrus County IT, suggested the CCIS standards could be used.

Ms. Nicolai adjourned the meeting at 3:40 p.m.