

# Supreme Court of Florida

No. AOSC18-27

IN RE: FLORIDA COMMISSION ON ACCESS TO CIVIL JUSTICE

## ADMINISTRATIVE ORDER

The purposes of the Florida Commission on Access to Civil Justice are to study the unmet civil legal needs of disadvantaged, low-income, and moderate-income Floridians and to address those needs with programs, services, and innovative technological solutions that will create meaningful access to civil justice. The Commission encompasses the viewpoints of multiple constituencies and stakeholders and is not limited to those of any one particular institution. The Commission considers Florida's legal assistance delivery system as a whole, including but not limited to staffed legal aid programs, resources and support for self-represented litigants, limited scope representation, pro bono services, innovative technology solutions, and other models and potential innovations. In carrying out its purpose, the Commission shall perform its responsibilities consistent with Long-Range Issue 2 (Enhance Access to Justice and Court Services.) of The Long-Range Strategic Plan for the Florida Judicial Branch 2016-2021.

When the Commission was established as a standing commission in 2016, a system of staggered terms was instituted to avoid majority turnover in any year. Some member terms expired on June 30, 2018. Accordingly, the following individuals are hereby appointed or reappointed to serve as members of the Commission for a term that expires on June 30, 2021:

Ms. Tere Blanca  
President and Chief Executive Officer  
Blanca Commercial Real Estate, Inc., Miami

The Honorable Stephen Everett  
County Court Judge, Leon County

The Honorable Jorge Labarga  
Justice, Florida Supreme Court

The Honorable Alicia L. Latimore  
Circuit Court Judge, Ninth Judicial Circuit

The Honorable Terence R. Perkins  
Circuit Court Judge, Seventh Judicial Circuit

The Honorable Olin Shinholser  
Circuit Court Judge (retired), Tenth Judicial Circuit

Ms. Monica Vignes-Pitan  
Executive Director, Legal Services of Greater Miami, Inc.

Additionally, the Governor's designee, the Senate President's designee, and the House Speaker's designee shall serve as Commission members during their tenures in those respective designations.

The Honorable Jorge Labarga is appointed as Commission Chair through June 30, 2021.

#### I. EXECUTIVE COMMITTEE

The Executive Committee is hereby extended for two years, and Mr. Gregory W. Coleman is appointed to serve as Chair through June 30, 2019. The Executive Committee is composed of the Commission Chair, Chairs of Commission committees, and the business partner liaison. During the 2018-20 term, the Executive Committee shall perform the following tasks:

- a. Oversee the Council of Business Partners to cultivate a collaborative relationship between the corporate community and the civil legal services community. Ms. Tere Blanca is designated to serve as the business partner liaison through June 30, 2020.
- b. Monitor the implementation of the Commission's 2018-2021 Long-Range Plan.
- c. Examine proposals that have been identified, researched, and recommended by Commission committees. After reviewing a proposal, the Executive Committee may take one or more of the following actions:
  - i) approve the proposal in whole or in part and refer it to the Commission for review;
  - ii) refer the proposal to the Council of Business Partners for

critical review; iii) refer the proposal back to the committee for further study; or iv) reject the proposal in whole or in part.

d. Review the evaluation of each Commission initiative.

## II. PROCESS SIMPLIFICATION COMMITTEE

The Process Simplification Committee is hereby established, and Judge Terence Perkins is appointed to serve as Chair through June 30, 2020. In developing its recommendations, the committee should be guided by the current best research and evidence of what is working in Florida and in other states and must include an evaluation component for every proposed project. During the 2018-20 term, the committee shall perform the following tasks:

- a. Advance specific goals under the Emphasize Process Simplification Issue of the Commission's 2018-2021 Long-Range Plan.
- b. Advance specific goals under the Promote Plain Language Issue of the Commission's 2018-2021 Long-Range Plan.
- c. Address other related issues that may be referred to the committee by the Executive Committee or Commission.

## III. REFERRAL AND ASSISTANCE COMMITTEE

The Referral and Assistance Committee is hereby established, and Judge Olin Shinholser is appointed to serve as Chair through June 30, 2019. In developing its recommendations, the committee should be guided by the current

best research and evidence of what is working in Florida and in other states and must include an evaluation component for every proposed project. During the 2018-20 term, the committee shall perform the following tasks:

- a. Advance specific goals under the Improve Triage and Referral Issue of the Commission's 2018-2021 Long-Range Plan.
- b. Advance specific goals under the Provide Limited Legal Assistance Issue of the Commission's 2018-2021 Long-Range Plan.
- c. Address other related issues that may be referred to the committee by the Executive Committee or Commission.

The Commission Chair and the Executive Committee Chair shall serve as ex officio members of all committees. In the event of the Commission Chair's absence, the Executive Committee Chair will preside over Commission meetings. The Commission Chair is authorized to: make adjustments to the committees, if the Chair determines such action is required to effectuate the Commission's charges; identify and submit to the Supreme Court those Commission matters that require further guidance from the Court; or recommend that the Supreme Court refer a committee or Commission proposal to another court committee, bar committee, or similar entity for further study or development.

The Commission shall submit reports on its progress on June 30 of even-numbered years. Copies of those biennial reports should be provided to the Chief

Justice of the Supreme Court of Florida, the Governor of Florida, the President of the Florida Senate, and the Speaker of the Florida House of Representatives.

The Commission is directed to establish the necessary liaison relationships with other Supreme Court and Florida Bar committees, as appropriate.

The Florida Bar and the Office of the State Courts Administrator shall provide the necessary staff support to enable the Commission to carry out its duties. Members shall serve without compensation. The Commission must be cognizant of the limitations on the resources available to support its efforts as it develops a work plan that will accomplish the important tasks assigned in this administrative order. With regard to meetings, the Commission and committees should strive to utilize the most economical means appropriate to the type of work being accomplished.

DONE AND ORDERED at Tallahassee, Florida, on July 2, 2018.

*Char. T. Canady*  
AOSC18-27 7/2/2018

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AOSC18-27 7/2/2018  
Chief Justice Charles T. Canady

ATTEST:

*[Signature]*  
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John A. Tomasino, Clerk of Court

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