

THE EIGHTH JUDICIAL CIRCUIT OF FLORIDA  
ADMINISTRATIVE ORDER 9.03 (v 2017-2)

**GENERAL ASSIGNMENTS**

**Effective January 1, 2017 through December 31, 2017**

**In order to provide** for the requirements of the Eighth Judicial Circuit with regard to the assignment of judges, in accordance with Florida Rule of Judicial Administration 2.215,

**IT IS ORDERED:**

The assignments set forth in this General Assignment order are reflected on the Alachua County and Regional County Circuit Court Master Calendars which are hereby incorporated. The Master Calendars are published on the website of the Eighth Judicial Circuit of Florida and are revised as needed on order of the Chief Judge.

The judicial assignments for the Eighth Judicial Circuit for the period January 1, 2017 through December 31, 2017 are as follows:

**CIRCUIT CIVIL DIVISION ASSIGNMENTS**

<b>Judge</b>	<b>County</b>	<b>Division or Assignment</b>
Toby S. Monaco, <i>Chief Judge</i>	Alachua	Circuit Civil Division "J"
Monica J. Brasington, <i>Administrative Judge</i>	Alachua	Circuit Civil Division "K"
	Gilchrist	Circuit Civil, Mortgage Foreclosures <sup>1</sup> , Extraordinary Writs
Robert E. Roundtree, Jr.	Alachua	Circuit Civil Division "L", Division "W" (Extraordinary Writs), Division MG (Residential Foreclosures) <sup>1</sup>
David P. Kreider	Union	Circuit Civil, Mortgage Foreclosures <sup>1</sup> , Extraordinary Writs
	Levy	Circuit Civil, Mortgage Foreclosures <sup>1</sup> , Extraordinary Writs
Phillip A. Pena	Circuit-wide	Jimmy Ryce Cases (Alachua County Division "R")
Stanley H. Griffis, II	Baker and Bradford	Circuit Civil, Mortgage Foreclosures <sup>1</sup> , Extraordinary Writs

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<sup>1</sup> Some cases in this division may be covered by a magistrate or hearing officer with judicial oversight as indicated in the General Magistrate and Hearing Officer Assignments below.

## **FAMILY AND PROBATE DIVISION ASSIGNMENTS**

<b>Judge</b>	<b>County</b>	<b>Division or Assignment</b>
James P. Nilon, <i><b>Administrative Judge</b></i>	Alachua	Family Division "DR1", Juvenile Dependency <sup>1</sup> , Family Division "UFC" <sup>2</sup> , Truancy <sup>1</sup>
Robert K. Groeb	Alachua	Family Division "DR2", Family Division "DV" (Domestic Violence)
Victor L. Hulslander	Alachua	Family Division "DR3", Mental Health Divisions "Q" and "S" <sup>3</sup> , Probate and Guardianship Division "A"
Donna M. Keim	Alachua	Family Division "DR4", Family Division "N" – DOR Cases <sup>1</sup> , All Simplified Dissolutions, Family Division "AD" (Adoption), CINS/FINS, and Pro Se cases assigned to DR1, DR2, DR3 and DR4 <sup>4</sup>
Monica J. Brasington	Gilchrist	Family <sup>1</sup> , Domestic Violence, Juvenile Delinquency, Juvenile Dependency <sup>1</sup> , Probate, Mental Health
David P. Kreider	Union	Family <sup>1</sup> , Domestic Violence, Juvenile Delinquency, Juvenile Dependency <sup>1</sup> , Probate
	Levy	Family <sup>1</sup> , Domestic Violence, Probate, Mental Health, Juvenile Dependency <sup>1</sup>
Stanley H. Griffis, III	Baker and Bradford	Family <sup>1</sup> , Domestic Violence, Juvenile Delinquency, Juvenile Dependency <sup>1</sup> , Probate, Mental Health, Bradford Truancy Court
Robert E. Roundtree, Jr.	Alachua	Juvenile Delinquency <sup>3</sup>
Bo Bayer	Union	Mental Health
James T. Browning	Levy	Juvenile Delinquency
Joseph M. Williams	Baker	Truancy Court

**NOTE:** Cases involving Petitions for Judicial Waiver of Parental Notice of Termination of Pregnancy in Alachua County will be assigned to the Alachua Family Division judges on a rotating basis.

<sup>2</sup> These Unified Family Court cases are family-related cases that are conjoined with a dependency case. All circuit judges and county court judges when acting as circuit judges of the Eighth Judicial Circuit are designated as juvenile court judges for the purposes of Chapters 39 and 985, Florida Statutes, and may conduct detention or shelter hearings as appropriate. A review pursuant to section 39.402(12), Florida Statutes, shall not be required when the shelter hearing was conducted by a juvenile court judge.

<sup>3</sup> Civil commitment petitions filed in Division "S" involving juveniles with delinquent or dependent history may be reassigned to the Chief Judge to the Judge with the Juvenile Delinquency assignment.

<sup>4</sup> In the event an attorney files a notice of appearance in a pro se case and remains attorney of record, the case may be transferred back to the original division judge.

### **CIRCUIT CRIMINAL DIVISION ASSIGNMENTS**

Judge	County	Division or Assignment
Mark W. Moseley, <i>Administrative Judge</i>	Alachua	Division IV (S-Z), Division VI (Post-Conviction Relief Cases)
	Levy	Criminal Cases
	Circuit-wide	Post-Conviction Relief Cases
James M. Colaw	Alachua	Division II (F-K)
	Baker	Criminal Cases
	Circuit-wide	Extraordinary and Unusual Case Compensation (F.S. 27.5304(12)(a))
William E. Davis	Alachua	Division III (L-R), Juror Show Cause Hearings
	Bradford	Criminal Cases
Phillip A. Pena	Alachua	Division I (A-E)
	Gilchrist & Union	Criminal Cases
	Circuit-wide	Jimmy Ryce Cases

### **SPECIALTY COURT ASSIGNMENTS**

Judge	County	Division or Assignment
Denise R. Ferrero	Alachua	Division V (Felony Forensics)
Phillip A. Pena	Alachua	Division VII (Felony Adult Drug Court)
Walter M. Green	Alachua	Division VII (Felony Adult Drug Court)
Phillip A. Pena	Alachua	Division VIII (Veterans Treatment Court)
Susanne Wilson Bullard	Alachua	Division IX (Misdemeanor Mental Health Court)
William E. Davis	Bradford	Felony Adult Drug Court

### **GENERAL MAGISTRATE AND HEARING OFFICER ASSIGNMENTS**

The judge assigned to these divisions or assignments have judicial oversight as indicated above.

Hearing Officer / General Magistrate	County and Division or Assignment
Samuel Stafford, Director, <i>Judicial Hearing Officer</i>	Alachua Division "N" (DOR Child Support Cases), Gilchrist DOR Child Support Cases
Jodi H. Cason, <i>Judicial Hearing Officer</i>	Baker, Bradford, and Union DOR Child Support Cases,

Hearing Officer / General Magistrate	County and Division or Assignment
Jodi H. Cason, <b>General Magistrate</b>	Baker, Bradford, and Union Mortgage Foreclosures, Baker and Bradford Juvenile Dependency, Alachua Family Division Cases Referred by Division Judge
Edward Philman, <b>Civil Infraction Traffic Hearing Officer</b>	Alachua Civil Traffic Hearings
Kristine Van Vorst, <b>Judicial Hearing Officer</b>	Levy DOR Child Support Cases
Kristine Van Vorst, <b>General Magistrate</b>	Alachua Divisions "Q" and "S" (Mental Health), Baker Northeast Florida State Hospital Mental Health Cases, Alachua Residential Mortgage Foreclosures, Gilchrist and Levy Mortgage Foreclosures
Nancy Wilkov, <b>General Magistrate</b>	Alachua Juvenile Dependency, Levy Juvenile Dependency, Gilchrist Juvenile Dependency, Alachua Truancy Court

### **APPELLATE DIVISION ASSIGNMENTS**

The Administrative Judge of the Appellate Division is Toby S. Monaco. The Panels as assigned below will sit as contemplated by the Master Calendars and Administrative Order 2.01.

Panel	Panel Members		
February 21, 2017	Donna M. Keim <sup>5</sup>	David P. Kreider	Phillip A. Pena
May 16, 2017	Victor L. Hulslander <sup>5</sup>	James M. Colaw	James P. Nilon
August 23, 2017	Toby S. Monaco <sup>5</sup>	Stanley H. Griffis, III	Mark W. Moseley
November 14, 2017	Robert K. Groeb <sup>5</sup>	Monica J. Brasington	William E. Davis

### **PROCEDURES FOR CALENDARING CIRCUIT COURT CASES**

All cases under circuit court jurisdiction shall be calendared before the circuit judge assigned to the division in which the case has been filed. When a rule, statute or procedure mandates expedited judicial action on a matter and the judge assigned to the division is unavailable, the Chief Judge shall assign a judge to hear the case or cases.

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<sup>5</sup> These panel members are assigned as the "primary" judge for pre-panel proceedings. (See Admin Order 2.01.)

## TRIAL WEEK JUDICIAL ASSIGNMENTS

Jury trials will be scheduled during the first four weeks of the month. The first trial week will begin on the first Monday of each month. Alachua County Court civil judges will reserve their calendars during the weeks they are assigned as back-up until they are advised by court administration that all master calendar events are covered circuit-wide. In the event a trial is canceled or continued, all trial judges, including civil, should notify court administration to determine whether they can provide coverage elsewhere.

<b>Trial Week One</b>		
Alachua	Circuit Civil Circuit Criminal	Divisions J, K, & L Division I
Levy, Gilchrist	Circuit Civil (as scheduled on the Master Calendars)	
Gilchrist	Circuit Criminal County Criminal	
Back-Up Assistance	Alachua County Civil	Division IV
Bradford, Baker	Circuit Civil	
Union	Circuit Criminal, Circuit Civil, County Criminal	
<b>Trial Week Two</b>		
Alachua	Circuit Criminal County Criminal	Division II Division I
Back-Up Assistance	Alachua County Civil	Division V
Baker	Circuit Criminal, County Criminal	
<b>Trial Week Three</b>		
Alachua	Circuit Criminal County Criminal	Division III Division II
Back-Up Assistance	Alachua County Civil	Division IV
Bradford	Circuit Criminal County Criminal	
<b>Trial Week Four</b>		
Alachua	Circuit Criminal County Criminal	Division IV Division III
Back-Up Assistance	Alachua County Civil	Division V
Levy	Circuit Criminal County Criminal	

The Master Calendars include schedule changes due to holidays and conferences, which affect the assignments in this section. The Master Calendars are incorporated into this assignment calendar and should be referred to when holidays and judicial conferences arise.

**COUNTY DIVISION ASSIGNMENTS FOR ALACHUA COUNTY**

Judge	Division or Assignment
Denise R. Ferrero, <b><i>Administrative Judge of Alachua County Court</i></b>	County Criminal I (A-G)
Susan Miller-Jones	Criminal II (H-N)
Walter M. Green	County Criminal III (O-Z)
Susanne Wilson Bullard	County Civil IV, Circuit-wide Back-up Coverage Weeks 1 & 3
Thomas M. Jaworski	County Civil V, Circuit-wide Back-up Coverage Weeks 2 & 4

**COUNTY DIVISION ASSIGNMENTS FOR REGIONAL COUNTIES**

Judge	County	Division or Assignment
Joseph M. Williams	Baker	All County Court Matters
D. Tatum Davis ( <i>eff. 1/3/2017</i> )	Bradford	All County Court Matters
Sheree H. Lancaster	Gilchrist	All County Court Matters
James T. Browning	Levy	All County Court Matters
Bo Bayer	Union	All County Court Matters

**TEMPORARY ASSIGNMENT OF COUNTY COURT JUDGES AS CIRCUIT JUDGES**

Bo Bayer, James T. Browning, Susanne Wilson Bullard, D. Tatum Davis (*eff. 1/3/2017*), Denise R. Ferrero, Walter M. Green, Thomas M. Jaworski, Susan Miller-Jones, Sheree H. Lancaster, and Joseph M. Williams, County Court Judges for Alachua, Baker, Bradford, Gilchrist, Levy, and Union Counties, are hereby temporarily appointed Circuit Judges for the Eighth Judicial Circuit. Under this appointment they are vested with all and singular powers and prerogatives conferred by the Constitution and Laws of the State of Florida as a Circuit Judge on a temporary basis to hear, conduct and determine all matters which are presented to them as follows:

1. **Temporary Injunctions in Domestic, Repeat, Sexual and Dating violence** cases under Chapters 741 (domestic violence), and 784 (repeat, sexual, and dating violence), Florida Statutes;
2. **Juvenile detention** hearings (delinquency) and **shelter** hearings (dependency) under Chapters 39 (shelter hearings), 984 (CINS/FINS), and 985 (detention hearings), Florida Statutes;
3. **Mental health and medical treatment,** examination or testing cases arising under Chapters 381, 384, 390, 392, 393, 394, 397, 415, 765, 916, 945, Florida Statutes;
4. Any matters arising **during duty judge hours**;
5. Orders of **Arrest** and Orders of **Release** for civil contempt upon the **Child Support Enforcement** Hearing Officer's recommendations;
6. Hear and determine all **bail** issues in felony cases at first appearance hearings, even though a circuit judge initially set bail upon the issuance of a *capias* or a warrant, **except** where a sentence of contempt has already been imposed;
7. **Arrest warrants** and **search warrants**, including petitions, motions or applications; and
8. Conduct **first appearance** for arrestees who are detained pursuant to an order of arrest/writ of bodily attachment for **civil contempt connected with child support enforcement**.

Additionally, to provide prompt disposition of cases and to efficiently administer the courts, all county court judges of the Eighth Judicial Circuit are temporarily appointed as circuit court judges to adjudicate any issue pending in any circuit court case in the Eighth Judicial Circuit.

### **TEMPORARY ASSIGNMENT OF CIRCUIT JUDGES AS COUNTY COURT JUDGES**

To provide prompt disposition of cases and to efficiently administer the courts, all circuit court judges of the Eighth Judicial Circuit are temporarily appointed to adjudicate any pending issue in any county court case in the Eighth Judicial Circuit, and to otherwise perform the duties accorded by law to county court judges.

**ASSIGNMENT OF COUNTY COURT JUDGES  
TO OTHER COUNTIES WITHIN THE CIRCUIT**

Inasmuch as it is necessary for the orderly administration of the County Courts of the Eighth Judicial Circuit, the various County Court Judges of the Circuit are appointed to hear, conduct, and determine matters of county court jurisdiction which are presented to them in all counties of the Circuit.

**EXECUTING COURT ORDERS ON BEHALF OF ANOTHER JUDGE**

Upon the request of the judicial assistant or court staff, court orders drafted by or for an assigned judge may be executed by another judge with appropriate jurisdiction if the assigned judge is unavailable.

**TEMPORARY ASSIGNMENTS OF COUNTY COURT JUDGES TO CIRCUIT DIVISIONS**

The following judges are hereby temporarily appointed Circuit Judge to hear, conduct, and determine all matters presented to them in the following division/assignment:

<b>Judges</b>	<b>County</b>	<b>Division or Assignment</b>
James T. Browning	Levy	Juvenile Delinquency
Bo Bayer	Union	Mental Health
Denise R. Ferrero	Alachua	Felony Division V (Felony Forensics)
Walter M. Green	Alachua	Felony Adult Drug Court
Joseph M. Williams	Baker	Truancy Court

**SENIOR JUDGES**

When necessary for the orderly administration of the Eighth Judicial Circuit, and for the prompt dispatch of the business of the court, the Chief Judge may assign consenting senior judges to temporary service in any court of the Eighth Judicial Circuit, with the authority to hear, conduct, try, determine, and dispose of the cases and matters presented to him or her.



## ADMINISTRATIVE JUDGE ASSIGNMENTS

The Administrative Judges shall confer regularly with the judges assigned to his or her division and shall confer intermittently with judges whose case assignment includes cases in his or her division and shall confer regularly with the court administrator and with the Chief Judge.

The following are the Administrative Judges through December 31, 2017:

<b>Division</b>	<b>Administrative Judge</b>	<b>Judges Assigned to Division</b>
Circuit Civil Division	Monica J. Brasington	Stanley H. Griffis, III, David P. Kreider, Toby S. Monaco, Robert E. Roundtree, Jr.
Circuit Criminal Division	Mark W. Moseley	James M. Colaw, William E. Davis, and Phillip A. Pena
Family Division	James P. Nilon	Monica J. Brasington, Robert K. Groeb, Stanley H. Griffis, III, Victor L. Hulslander, Donna M. Keim, and David P. Kreider
Alachua County Court	Denise R. Ferrero	Susanne Wilson Bullard, Walter M. Green, Susan Miller-Jones, and Thomas M. Jaworski
Regional County Court	James T. Browning	Bo Bayer, D. Tatum Davis ( <i>eff. 1/3/2017</i> ), Sheree H. Lancaster, and Joseph M. Williams

### EFFECTIVE DATE

The effective date of this order is January 1, 2017.

**ORDERED** on this 8th day of December, 2016.



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Robert E. Roundtree, Jr., Chief Judge