

IN THE CIRCUIT COURT OF THE 16TH
JUDICIAL CIRCUIT OF THE STATE OF
FLORIDA IN AND FOR MONROE COUNTY

ADMINISTRATIVE ORDER 11.012/10-1
AMENDED

IN RE:

EMERGENCY PREPAREDNESS
_____:

WHEREAS, on May 17, 2002, Chief Justice Charles T. Wells established a target date of not later than July 1, 2003 for each trial and appellate court to finalize its Court Emergency Preparedness Plan; and

WHEREAS, in compliance with the Chief Justice's directive that the *Final Report of the Florida Supreme Court Workgroup on Emergency Preparedness* is to serve as the foundation for the development of emergency preparedness plans in every Florida court; and

WHEREAS, the workgroup's final report recommends that the Chief Judge should designate by written order, the judge or court officer who has authority to decide if court proceedings will be curtailed during his/her absence; and

WHEREAS, the workgroup's final report recommends that the Chief Judge should appoint a Safety Officer and alternate for each court facility within the district or circuit who will be given authority to evacuate a court facility if it is determined that a threat is imminent and the safety of the public and court personnel requires immediate action;

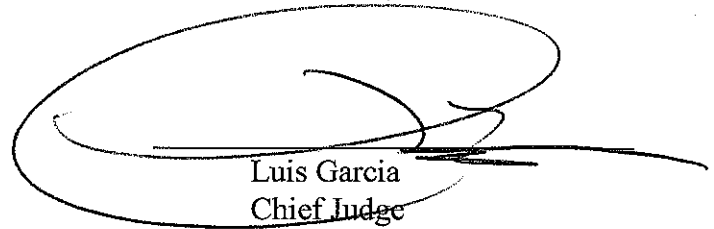
NOW, THEREFORE, pursuant to Administrative Order Number SC01-54 of the Florida Supreme Court and in accordance with the authority invested in the Chief Judge by Rule 2.215, *Florida Rules of Judicial Administration*, it is **ORDERED**:

- I. *The Florida State Court System, Sixteenth Judicial Circuit, Emergency Preparedness Plan* dated June 2003 is approved. All policies and procedures included therein are to be complied with in every respect.
- II. The circuit's *Emergency Preparedness Plan* shall be updated as needed but no less than annually during the month of June.
- III. The Acting Chief Judge, followed by the Duty Judge, has the authority to decide if court proceedings will be curtailed, in the event the Chief Judge is unable to exercise his/her authority in this regard.

- IV. The attached list (Exhibit A) of Safety Officers and their alternates are appointed for the designated court facilities within the circuit. The Safety Officers or their alternates are authorized to evacuate the designated court facility if it is determined that a threat is imminent and the safety of the public and court personnel requires immediate action.

Administrative Orders 11.012 03-1, *Emergency Preparedness*, dated January 7, 2003, and June 24, 2003 are rescinded.

3rd DONE AND SIGNED in Chambers, at Plantation Key, Monroe County, Florida, this
day of May, 2010.



Luis Garcia
Chief Judge

Exhibit "A"

Facility	Safety Officer	Alternate Safety Officer
Freeman Justice Center 302 Fleming Street Key West	Cheryl Alfonso	Holly Elomina
Jefferson B. Brown Courtroom Complex (Drug Court) 502 Whitehead Street Key West	Michael Hayes	Ron Frink
Pretrial DJJ Building 5503 College Road Stock Island	Elwood York	Lillian Waite
Marathon Branch Courthouse 3117 Overseas Highway Marathon	Leah Stevenson	The Honorable Ruth Becker, County Judge
Court Services Ellis Building 88800 Overseas Highway Tavernier	Isis Majeska	Sharon Hamilton
Upper Keys Government Center Plantation Key Branch Courthouse Tavernier	Robin Barber	Carol Koris