



JUSTICE ADMINISTRATIVE
COMMISSION



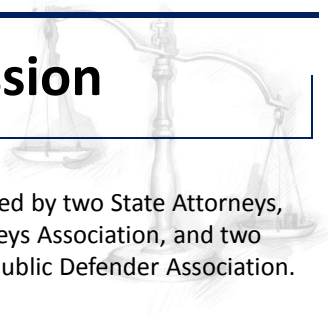
2016-2017 JAC Conference Inter-Agency Round Table Discussion May 17, 2017

Justice Administrative Commission
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Tallahassee, FL 32301

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www.justiceadmin.org

JUSTICE ADMINISTRATIVE COMMISSION

The Commission



The "Justice Administrative Commission" is led by two State Attorneys, appointed by the Florida Prosecuting Attorneys Association, and two Public Defenders, appointed by the Florida Public Defender Association.

*Honorable Brad King, Chair
State Attorney, 5th Circuit Public*

*Honorable Diamond Litty
Defender, 19th Circuit*

*Honorable Kathleen Smith
Public Defender, 20th Circuit*

*Honorable Brian Haas
State Attorney, 10th Circuit*

*Alton L. "Rip" Colvin, Jr.
Executive Director*



"A Shared Vision and Shared Commitment"

- JAC's Vision:** *To be a model of exemplary state government and provide unparalleled services.*
- JAC's Mission:** *To support the entities we serve and Florida's judicial system with fiscal controls, best practices, and exemplary service.*
- JAC's Core Values:** *We take great pride in exemplary service, adaptability, honesty, integrity, and diversity, as well as respectful and ethical conduct.*



Brainstorm, General Discussion, and Collaboration



Brainstorm, General Discussion, and Collaboration

- ✓ JAC asked for your feedback following the initial 2016-2017 Conference.
- ✓ We noted your interest in our providing time for you to have inter-agency engagement.
- ✓ We asked for your additional feedback on suggested topics.
- ✓ This is an opportunity for you to discuss select issues that you have identified.



Brainstorm, General Discussion, and Collaboration

- **Surplus Inventory Disposal**
Submitted Issues: Suggested Vendors; How to Determine if a Vendor is Approved; Destruction vs. Donation to a Non-Profit; Best Practices
 JAC Resource: Wayne Meyer
- **Law Book Purchases**
Submitted Issue: Paper vs. Online; Are Some Online?
 JAC Resources: Rip Colvin, Cris Martinez, Wayne Meyer
- **Petty Cash**
Submitted Issues: Guidelines, Restrictions, and Best Practices
 JAC Resources: Michael Mauterer and Nona McCall



Brainstorm, General Discussion, and Collaboration

➤ **State Vehicle Maintenance Standards**

Submitted Issue: Best Practices

JAC Resource: Wayne Meyer

➤ **Office Supplies**

JAC Resource: Wayne Meyer

➤ **Social Media**

Submitted issue: Legality around creating accounts for users attached to an agency as opposed to "home" accounts; Policies tend to state that a person can only have a single account.

JAC Resources: Veronica Vasquez and Greg Cowan



Brainstorm, General Discussion, and Collaboration

Additional Topic From JAC's Survey

➤ **Submitted issue:** *Tips from Circuits that have Transitioned to Paperless Processes for Batching/Approving/Sending Invoices to JAC*

JAC Resource: Susie Kalous



Brainstorm, General Discussion, and Collaboration

Thank you for contributing to
this discussion and enjoy the
remainder of the conference.

