



# DRAFT

---

## Florida Courts E-Filing Website Subcommittee Meeting Minutes

The Website subcommittee met by teleconference on November 1, 2011, at 11:00 a.m. Members present: Hon. Thomas D. Hall, chair, Hon. Sharon R. Bock, Hon. Lydia Gardner. Also present were: Denise Overstreet, Florida Supreme Court; Linda Culbertson, Palm Beach County Clerk's Office; Paul Donnelly, Orange County Clerk's Office; Melvin Cox and Beth Allman, FACC staff.

- I. Hon. Thomas D. Hall called the meeting to order at 11:07 a.m. and welcomed those on the phone.

Mr. Hall reviewed that issues that the E-Filing Authority Board had voted to have only one site—a front page, so to speak, that would provide general information and links to both the portal and the Authority. He explained that to change that direction would require asking the board to revise their position on the issue. Hon. Lydia suggested that the best use of time would be to keep the homepage concept and move forward on the issue of what should be placed on the homepage. Hon. Sharon Bock noted that a number of attorneys already used the portal site and that we should just add the homepage over it, rather than decide on a new site or a new url. All were in agreement to this.

- II. Cost Review: Mr. Hall recognized Mr. Paul Donnelly to explain the document he had provided the subcommittee regarding specifications that could be used to estimate some of the cost involved in developing the proposed homepage. The group discussed the development cost for the proposed homepage, or master page, and suggested that they go to the E-Filing Authority and ask for the permission to publish an ITN or other negotiated procurement document and potentially for the funding for the website development.

Ms. Bock made a motion that the subcommittee make a request to the Florida Courts E-Filing Authority board to authorize the subcommittee to publish an Invitation to Negotiate or other negotiated procurement for the hiring of a web designer to design and develop a home page for Florida's E-Filing efforts. Ms. Gardner seconded the motion. The motion passed. Mr. Hall asked Ms. Bock to represent the subcommittee at the board meeting in his absence.

The meeting was adjourned at 11:40 a.m.