

IN THE CIRCUIT COURT OF THE FOURTEENTH JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA

ADMINISTRATIVE ORDER # 2003-06

RE: JIMMY RYCE CIVIL COMMITMENT CASES

In order to provide for the orderly appointment and compensation of court appointed counsel in cases arising under Section 394.916, Florida Statutes, it is

**ORDERED:**

1. This administrative order shall apply to attorneys appointed to represent respondents in cases arising under Section 394.916, Florida Statutes (Jimmy Ryce Civil Commitment Cases) wherein the Public Defender cannot represent the respondent because of a conflict of interest based on an issue of ethics.
2. The assigned judge will make the appointment from the court appointed list.
3. By accepting the appointment, attorneys agree to execute a contract with the Office of the State Courts Administrator (OSCA). By signing the contract with OSCA, attorneys indicate an understanding that compensation will be made through and by OSCA. For work performed on or after the effective date of this order, the attorney shall be compensated at the rate of \$75.00 per hour for in-court work or out-of-court work for services rendered as court appointed counsel. For work performed prior to the effective date of this order, the attorney shall be compensated at either the rate specified in any contract between OSCA and the appointed attorney, or at the rate of \$75.00 per hour, whichever is greater. No fee incurred after the effective date of this order may exceed a total of \$5,000.00 for any case without specific approval from the assigned judge. In order to exceed this amount, the attorney must document the extraordinary nature of the case.
4. Attorneys shall receive compensation from OSCA and expenses as follows:
  - a. The attorney must utilize the court contract or court employed court reporters for the Fourteenth Judicial Circuit for attendance at depositions and any in-court proceedings. Unless otherwise approved by the court, costs for out-of-circuit court reporter services shall be paid in accordance with costs paid to court contract court reporters for the Fourteenth Judicial Circuit. These costs may be incurred without prior approval of the court.
  - b. Extraordinary costs, such as expert witnesses, psychological reports, private investigators, deposition transcripts, out-of-county travel, and other expenses, incurred on behalf of the respondent must have prior, written approval of the court, except that prior approval is not necessary to take

A CERTIFIED TRUE COPY  
HAROLD BAZZEL, CLERK  
OF THE CIRCUIT COURT

By   
Deputy Clerk

deposition of a state witness within the State of Florida. If applicable, the Petition shall state the necessity of hiring the professional and must reflect, to the degree practicable, the maximum fee that the professional will charge for services.

- c. If out-of-county or out-of-state travel is permitted, the attorney is limited to state per diem as set out in Section 112.061(6), Florida Statutes. Prior to making travel arrangements, the attorney must contact OSCA to determine whether there are any contracting agencies through which airfare, car rental, or other services or accommodations must be arranged.
  - d. When copy charges are incurred from a third source, such as certified copies from the clerk, copies of medical records from medical facilities, etc., up to a maximum of \$75.00 may be incurred without prior court approval. Copy fees in excess of the maximum may not be incurred without prior court approval.
  - e. Telephone expenses, absent unusual circumstances, are limited to seventy-five dollars (\$75.00) and must be accompanied by copies of the phone bill with the applicable charges highlighted.
  - f. The Sheriff of each county is the preferred service provider for service of process. However, independent process servers may be utilized.
  - g. Prior approval from the court is required for payment of any expenses not specifically addressed in this order.
5. All payments to the attorney shall be awarded only by order of the assigned judge and shall be based on the Petition for Award of Attorney's Fees and Costs and Affidavit of Costs submitted by the attorney.

**DONE AND ORDERED** in Chambers at Panama City, Bay County, Florida this 21st day of August, 2003.

  
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**JUDY M. PITTMAN, CHIEF JUDGE**