



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

**ADMINISTRATIVE ORDER #2012-00-04**

**RE: RESCINDING ADMINISTRATIVE ORDER 2011-00-01  
ADMINISTRATIVE PLAN FOR THE  
FOURTEENTH JUDICIAL CIRCUIT EFFECTIVE JANUARY 1, 2011**

**Whereas**, the Chief Judge of the Fourteenth Judicial Circuit, pursuant to Rule 2.215, Florida Rules of Judicial Administration, has the responsibility to develop an administrative plan for the efficient and proper administration of all courts within the circuit, and

**Whereas**, the Chief Judge, through the plan, ensures the administrative organization of the circuit to effect the prompt disposition of cases and effective use of court resources,

**Now, Therefore, it is ORDERED AND ADJUDGED** that the following Administrative Plan for the Fourteenth Judicial Circuit will be in effect from the date of signature of this Order until another plan is developed:

**PURPOSE**

This administrative plan outlines the administration of the courts for the circuit as established by Rule 2.215, Florida Rules of Judicial Administration, and describes the organizational structure of the Fourteenth Judicial Circuit.

**ROLE AND RESPONSIBILITY OF THE CHIEF JUDGE**

The Chief Judge of the circuit, the Honorable Hentz McClellan, exercises administrative supervision over all courts with the Fourteenth Judicial Circuit and is empowered with judicial and administrative authority for the judges and officers of the court of the Fourteenth Judicial Circuit. The Chief Judge is responsible to the Chief Justice of the Supreme Court of Florida.

The Chief Judge also oversees trial court administration as outlined in Rule 2.215, Florida Rules of Judicial Administration, and shall ensure an appropriate and sound organizational structure for the Fourteenth Judicial Circuit. In this capacity, the Chief Judge shall directly supervise the Trial Court Administrator.

The Chief Judge shall have the authority and duties as provided by statutory law, including duties assigned by the Florida Legislature in regards to the implementation of Chapter 2003-402, Laws of Florida, and any other related legislation.

In support of the administrative responsibility, the Chief Judge shall sign all Fourteenth Judicial Circuit Administrative Orders that affect the administration of the entire circuit. Administrative Judges and Judges presiding over particular jurisdictions shall sign Administrative Orders under their appointed authority along with the Chief Judge, or Acting Chief Judge. All Administrative Orders shall be filed with the Trial Court Administrator who will record each order with the appropriate Clerk of Court.

#### **ADMINISTRATIVE JUDGE APPOINTMENTS**

The Chief Judge shall appoint administrative judges to ensure efficient and effective management of the circuit's various divisions and counties. These appointments and specific duties are as follows:

1. **Judge Michael C. Overstreet - Administrative Criminal Law Judge.** Duties include general administrative duties circuit-wide in criminal law, monitoring time standards and caseload statistics. **Administrative Security Judge for the Fourteenth Judicial Circuit.** Duties include emergency management for the Fourteenth Judicial Circuit, and courthouse security for all courthouses in Bay County.

2. **Judge James B. Fensom - Administrative Civil Law Judge.** Duties include general administrative duties circuit-wide in civil law; monitoring and supervising civil law court programs and monitoring time standards and caseload statistics. Additional duties include staff attorney supervision and evaluation and judge mentoring coordination.

3. **Judge Allen L. Register - Administrative Juvenile Law Judge.** Duties include oversight and monitoring of court juvenile programs, case load statistics and time standards, and general administrative duties circuit-wide in juvenile law.

4. **Judge Elijah Smiley - Administrative Probate/Guardianship Judge.** Duties include general administrative duties circuit-wide in Probate/Guardianship/Mental Health law; monitoring and supervising the public guardianship program and monitoring time standards and caseload statistics. **Administrative Budget and Finance Judge.** Duties include oversight and guidance to court administration concerning financial matters including all expenditures and operational budgets.

5. **Judge Peter A. Mallory - Administrative Family Law Judge.** Duties include general administrative duties circuit-wide in family law; monitoring and supervising family law court programs and monitoring time standards and case load statistics.

6. **Judge William L. Wright - Administrative Circuit Judge for Washington, Holmes, Jackson, Calhoun, and Gulf Counties.** Duties include Courthouse security and general administrative duties as needed for each of these counties in Circuit Court.

7. **Judge Joe Grammer - Administrative County Judge for Bay County.** Duties include caseload statistics and monitoring, monitoring of all Bay County county court programs, and general administrative duties as needed in Bay County.

8. **Judge Woodrow W. Hatcher - Administrative County Judge for Holmes, Washington, Jackson, Calhoun, and Gulf Counties.** Duties include caseload statistics and monitoring, oversight monitoring for County Court programs, and general administrative duties as needed for the five counties in County Court.

**AMENDMENTS TO THE ADMINISTRATIVE PLAN**

Amendments, deletions, or additions to this administrative plan shall be made as needed.

**DONE AND ORDERED** in Chambers, in Panama City, Bay County, this 8 day of March 2012.

  
HENTZ McCLELLAN, CHIEF JUDGE



A CERTIFIED TRUE COPY  
BILL KINSAUL CLERK  
OF THE CIRCUIT COURT

By   
Deputy Clerk