

**IN THE CIRCUIT COURT, SIXTH JUDICIAL CIRCUIT
IN AND FOR PASCO AND PINELLAS COUNTIES, FLORIDA**

ADMINISTRATIVE ORDER NO. 2011-062 PA/PI-CIR

RE: ELECTRONIC JURY SELECTION - GRAND JURORS

In accordance with § 905.37, Florida Statutes, and Florida Rule of Judicial Administration 2.255, the Chief Judge is required to ensure that a list of eligible prospective grand jurors is compiled and forwarded to the Office of the State Courts Administrator. Accordingly,

IT IS ORDERED:

1. The Clerk of the Circuit Court of Pasco County shall cause the Pasco County computer system to be programmed to select from the Department of Highway Safety and Motor Vehicle database by lot and at random a list of 465 names of eligible prospective statewide grand jurors. The list shall be prepared as required by law and in accordance with the specifications in Schedule A. The list shall be electronically submitted to the Chief Judge no later than February 3, 2012, so that he may submit it to the Office of the State Courts Administrator by the statutory deadline.

2. The Clerk of the Circuit Court of Pinellas County shall cause the Pinellas County computer system to be programmed to select from the Department of Highway Safety and Motor Vehicle database by lot and at random a list of 918 names of eligible prospective statewide grand jurors. The list shall be prepared as required by law and in accordance with the specifications in Schedule A. The list shall be electronically submitted to the Chief Judge no later than February 3, 2012, so that the Chief Judge may submit it to the Office of the State Courts Administrator by the statutory deadline.

Administrative Order 2010-078 PA/PI-CIR is hereby rescinded.

DONE AND ORDERED in Chambers at Clearwater, Pinellas County, Florida, this ____ day of December 2011.

ORIGINAL SIGNED on December 7, 2011
BY J. THOMAS MCGRADY, CHIEF JUDGE

cc: All Judges
The Honorable Bernie McCabe, State Attorney
The Honorable Bob Dillinger, Public Defender
The Honorable Paula S. O'Neil, Clerk of the Circuit Court, Pasco County
The Honorable Ken Burke, Clerk of the Circuit Court, Pinellas County
John Hendry, Regional Counsel
Gay Inskip, Trial Courts Administrator
Myriam Irizarry, Chief Deputy Director, Pinellas County Clerk's Office
Debbie Gay, Assistant Court Services Director, Pasco County Clerk's Office
Lillian Simon, Director of Administrative Services, Pasco County
Bar Associations, Pasco and Pinellas Counties
Law Libraries, Pasco and Pinellas Counties

SCHEDULE A

The list of prospective statewide grand jurors shall be submitted via the secured internet application. Enclosed, please find a Statewide Grand Jury Submission Provider Manual to use when submitting the statewide grand jury lists.

The contact person for the secured internet application is Wen Cao. Please contact him for details at caow@flcourts.org or (850) 413-0121.

Please make sure that all data information relating to the randomly selected grand jurors conforms to the following ASCII format described below.

Field Name	Type	Length
Drivers License #	A	25
Last Name	A	36
First Name	A	36
Middle Name	A	25
Add1	A	36
Add2	A	36
City	A	25
State	A	2
Zip	A	10
County	A	2

Fig.1 Preferred Fix Length File Layout

Please include driver's license number in order to determine a more accurate identity for a potential juror.

It will be acceptable to submit a file without a driver's license number if this is not possible in the time allowed to obtain the data.

We will accept fixed length data files as per Fig.1 above.

The contact person for data collection, structure, or further clarification is Wen Cao. Please contact him at caow@flcourts.org or please call him at (850) 413-0121.