

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

ADMINISTRATIVE ORDER NO. 2024-066 PA/PI-CIR

**RE: ELECTRONIC JURY SELECTION - GRAND JURORS**

In accordance with § 905.37, Florida Statutes, and Florida Rule of General Practice and 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 Vehicles database by lot and at random a list of 562 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 10, 2025, 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 Vehicles database by lot and at random a list of 959 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 10, 2025, so that the Chief Judge may submit it to the Office of the State Courts Administrator by the statutory deadline.

Administrative Order 2023-041 PA/PI-CIR is hereby rescinded.

**DONE AND ORDERED** in Chambers at Clearwater, Pinellas County, Florida this \_\_\_\_ day of December 2024.

ORIGINAL SIGNED ON DECEMBER 9, 2024  
BY SHAWN CRANE, CHIEF JUDGE

cc: All Judges  
The Honorable Bruce Bartlett, State Attorney  
The Honorable Sara Mollo, Public Defender  
The Honorable Nikki Alvarez-Sowles, Clerk of the Circuit Court, Pinellas County  
The Honorable Ken Burke, Clerk of the Circuit Court, Pinellas County  
Jennifer Parker, Trial Courts Administrator  
Michele Emmerman, Deputy Trial Courts Administrator  
Ita M. Neymotin, Regional Counsel, Second District  
Ngozi Acholonu, Assistant Regional Counsel, Second District  
Bar Associations  
Law Library, Pinellas County

## SCHEDULE A

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.

Fixed length data files according to Fig.1 above are acceptable.