



CIRCUIT COURT
FOURTH JUDICIAL CIRCUIT OF FLORIDA

HONORABLE JAMES H. DANIEL
Circuit Judge

NASSAU COUNTY COURTHOUSE
Robert M. Foster Justice Center

April 3, 2020

TO: The Honorable Mark H. Mahon, Chief Judge, Fourth Judicial Circuit
The Honorable Steven M. Fahlgren, Circuit Court Judge
The Honorable Wesley R. Poole, County Court Judge
The Honorable John A. Crawford, Clerk of Court
Capt. Paula J. DeLuca, Nassau County Jail/Courthouse
Sgt. Ken Davis, Nassau County Courthouse Bailiff
Nassau County Bar Association

FROM: The Honorable James H. Daniel, Administrative Judge

RE: Essential Employees Residing in Georgia

Please find attached Administrative Order No: 2020-12.

IN THE CIRCUIT COURT, FOURTH JUDICIAL
CIRCUIT, IN AND FOR NASSAU COUNTY FLORIDA

ADMINISTRATIVE ORDER NO: 2020-12

**RE: ESSENTIAL SERVICES PROVIDED BY EMPLOYEES OF THE CLERK OF THE
COURTS AND THE FOURTH JUDICIAL CIRCUIT IN NASSAU COUNTY**

WHEREAS, in response to the COVID-19 virus (coronavirus) pandemic, the Governor issued Executive Order 20-91 on April 1, 2020, directing that all Florida residents stay at home and restrict their movements and personal interactions to only those “necessary to obtain or provide essential services” until April 30, 2020;

WHEREAS, Executive Order 20-91 recognizes that workers providing essential services include both “workers supporting the operation of the judicial system” and “federal, state, ..., and local [government] employees who support Mission Essential Functions and communications networks;”

WHEREAS, the Clerk of the Courts for Nassau County is the entity charged with both supporting the functions of the circuit and county courts and authorizing and paying all county bills in the Clerk’s capacity as the comptroller which is a “Mission Essential Function;”

WHEREAS, the employees of the Nassau County Clerk of the Courts, working with the judges, and court personnel of the Fourth Judicial Circuit, provide essential services to the citizens of Nassau County, Florida;

WHEREAS, many of the employees of the Nassau County Clerk of the Courts and the Fourth Judicial Circuit working in Nassau County reside near the state border in Georgia and there is a need to identify those employees for the authorities in Georgia for purposes of traveling to and from work;

WHEREAS, the Chief Judge of the Fourth Judicial Circuit has delegated authority to the Administrative Judge for Nassau County to establish temporary procedures;

NOW THEREFORE, by the authority vested in the undersigned, **IT IS ORDERED**:

1. The employees of the Clerk of the Courts and the Fourth Judicial Circuit listed in the attached Appendix "A," provide essential services to Nassau County, Florida and are exempt from Executive Order 20-91 governing the state of Florida;

2. The authorities in the State of Georgia are requested to allow travel to and from the Nassau County Courthouse for the employees listed in the attached Appendix "A".

DONE AND ORDERED in Chambers at Yulee, Nassau County, Florida, this the 3RD day of April, 2020.



JAMES H. DANIEL, Administrative Judge

Clerk and Judicial Employees who live in Georgia

<u>Name</u>	<u>City & Zip</u>	<u>Department</u>
Boria, Sue	Kingsland, 31548	Finance
Fernandez, Karen	Kingsland, 31548	Criminal
Givens, Tabitha	Kingsland, 31548	Criminal
Harden, Derek	Folkston, 31537	Finance
Lucey, Melissa	Kingsland, 31548	Clerk BOCC
Roberts, Andrea	Kingsland, 31548	Criminal
Ulmer, Kari	St. Marys 31558	Finance
Voss, Anna	St. Marys 31558	Finance
Voss, Jacob	Kingsland, 31548	IT
Watson, Debra	St. Marys 31558	Recording
Faison, Kendra	St. Marys 31558	Family Court Services

Appendix "A"