

**IN THE CIRCUIT COURT OF THE FIRST JUDICIAL CIRCUIT,  
IN AND FOR OKALOOSA COUNTY, FLORIDA**

**ADMINISTRATIVE DIRECTIVE NO: OCAD2023-09**

**RE: EXPEDITED ACCESS TO OKALOOSA COUNTY COURTHOUSE AND  
OKALOOSA COUNTY COURTHOUSE ANNEX EXTENSION FOR REGIONAL  
COUNSEL**

**WHEREAS**, counsel and assistant counsel representing the Office of the Public Defender employed in the Okaloosa County in the First Judicial Circuit currently have access to the Okaloosa Courthouse, located in Crestview, Florida, and Okaloosa County Courthouse Annex Extension, located in Fort Walton Beach, Florida, via an authorized security photo identification (Badge Access); and

**WHEREAS**, prior to granted Badge Access, the Office of the Public Defender utilizes the Florida Crime Information Center (FCIC) and CLEAR to determine if any security issues exist regarding access for attorneys within the Office of the Public Defender that would make granting Badge Access inappropriate; and

**WHEREAS**, § 27.511(10), Florida Statutes, states that “[e]ach court shall allow for the ingress and egress to its facilities for regional counsels and assistant regional counsels in the same manner as is provided to public defenders and assistant public defenders, subject to the security requirements of each courthouse”; and

**WHEREAS**, any counsel employed at the Office of Criminal Conflict and Civil Regional Counsel are not currently granted access to the Okaloosa Courthouse and Okaloosa County Courthouse Annex Extension in the same manner as is currently provided to counsel of the Office of Public Defender. Therefore, it is

**ORDERED AND ADJUDGED:**

1. **EFFECTIVE DATE:** The administrative policies and procedures herein, shall be effective July 31, 2023.
2. **APPLICABILITY:** Counsel employed by the Office of Criminal Conflict and Civil Regional Counsel shall have access to each the Okaloosa Courthouse, located in Crestview, Florida, and Okaloosa County Courthouse Annex Extension, located in Fort Walton Beach, Florida, subject to the terms and conditions set forth in Administrative Directive 2018-13, and/or any successive Order issued concerning Courthouse security within the First Judicial Circuit.

Prior to any counsel employed by the Office of Criminal Conflict and Civil Regional Counsel, obtaining Badge Access, that counsel must first determine whether any security issues exist concerning counsel via the Florida Crime Information Center and CLEAR, or equivalent. Court Administration will provide written confirmation to the counsel seeking access, setting forth that that counsel is void of any possible security risk. Upon receipt of that confirmation, counsel employed by the Office of Criminal Conflict and Civil Regional Counsel may then obtain Badge Access upon submission of a request to Court Administration. Any such request or permission is subject to the authority of the Chief Judge and/or his or her designee.

Any counsel seeking Badge Access must review and provide signature on a statement of acknowledgment regarding the security measure and responsibilities associated with Badge Access. Under no circumstance, shall an individual with Badge Access share that badge with any other individual.

Counsel with Badge Access will be granted access to the Okaloosa Courthouse and Okaloosa County Courthouse Annex Extension only during normal operating hours and only between the hours of 7:30 a.m. to 5:30 p.m. (CST).

Shall any counsel employed by the Office of Criminal Conflict and Civil Regional Counsel be subject to resignation or termination of that position, that counsel must immediately notify Court Administration of that resignation or termination, and the Office of Criminal Conflict and Civil Regional Counsel must immediately take possession of the Badge Access and relinquish it to Court Administration.

Shall any counsel not be in possession of Badge Access, due to lose or theft, that counsel must immediately notify Court Administration.

Any counsel employed by the Office of Criminal Conflict and Civil Regional Counsel is subject to the same actions and consequences that any other individual would be subjected to for any breach of security and/or security measure. Any breach of security and/or security measure may result in but not limited to forfeiture of Badge Access, contempt of Court proceedings, and/or criminal prosecution.

**DONE AND ORDERED** at Fort Walton Beach, Okaloosa County, Florida this 31<sup>st</sup> day of July 2023.

/S/ WILLIAM F STONE  
**WILLIAM F. STONE**  
ADMINISTRATIVE JUDGE

**Administrative Directive No. OCAD2023-09**

**Copies furnished to:**

Honorable John L. Miller, Chief Judge  
All Circuit and County Judges, Okaloosa County  
Kasey Watson, Trial Court Administrator  
Ursula Hall, Court Operations Manager, Okaloosa County  
Okaloosa Clerk of Circuit Court  
Escambia-Santa Rosa Bar Association  
Okaloosa Bar Association  
Walton Bar Association  
Honorable J.D. Peacock II, Clerk of Circuit Court