

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

ADMINISTRATIVE DIRECTIVE NO: OCAD2021-08
(Vacates OCAD2013-01 and OCAD2019-01)

**RE: PROCEDURE FOR REFERRING CASES TO THE GENERAL
MAGISTRATE**

WHEREAS, pursuant to Administrative Order 2018-11, Wanda J. Morgan has been appointed as the General Magistrate for the First Judicial Circuit and is authorized to handle all matters pursuant to Rule 1.490, *Florida Rules of Civil Procedure*, and pursuant to Rule 12.490 and 12.491, *Florida Family Law Rules of Procedure*; and

WHEREAS the General Magistrate is authorized to handle matters pursuant to the Florida Rules of Civil Procedure, Florida Family Law Rules of Procedure, Florida Rules of Juvenile Procedure, Florida Probate Rules, Chapters 394 and 397 Florida Statutes; and

WHEREAS, pursuant to the provisions of administrative order 2007-51 General Magistrates appointed within the First Judicial Circuit have been appointed to hear all matters arising from the Baker and Marchman acts, Chapters 394 and 397 Florida Statutes and

WHEREAS there is a need to provide for the efficient and expeditious progress of certain matters pending in Okaloosa County Circuit Court to ensure that all cases are heard and disposed of in a timely fashion in accordance with the Florida Rules of Judicial Administration; and

WHEREAS it is in the best interest of all litigants for the Court to make an expedient determination of which cases may be referred to the Okaloosa County General Magistrate for further proceedings.

ORDERED:

Referrals to the General Magistrate shall be made as provided herein:

A. ORDERS OF REFERRAL PROVIDED BY THE CLERK OF THE COURT:

1. Effective with entry of this directive the Okaloosa Clerk of Court is hereby directed to issue an Order of Referral to the General Magistrate in *all* domestic relations cases, except for domestic violence injunctions. The form attached is Exhibit "A" and is a copy of the Order of Referral.

2. The Magistrate shall handle the following matters:

- a. Petitions for Simplified Dissolution of Marriage;
- b. All Pro Se family law matters;
- c. All requests for temporary relief;

- d. All discovery disputes;
- e. All post judgment family law matters, including but not limited to modifications, contempt/enforcement and petitions to relocate;
- f. Any other matter related thereto.

B. BAKER AND MARCHMAN ACT PROCEEDINGS.

The General Magistrate, under the direction of Judges assigned to the Mental Health divisions, shall hear all matters arising from Marchman and Baker act proceedings in Okaloosa County.

C. DEPENDENCY MATTERS.

The General Magistrate, under the direction of Judges assigned Dependency Cases, shall supervise and review Dependency Drug Court.

D. CHILD SUPPORT & RECUSALS FROM THE CHILD SUPPORT HEARING OFFICER.

The General Magistrate, appointed as a Child Support Enforcement Hearing Officer, shall hear child support enforcement matters pursuant to the provisions of the Administrative Orders regarding Child Support Enforcement in all Crestview assigned cases and from which the Child Support Enforcement Hearing Officer has recused or is disqualified. No Order of Referral is required.

E. TRUANCY MATTERS.

The General Magistrate, under the direction of Judges assigned Dependency Cases, shall supervise and hear and/or review initial Truancy Court petitions and status review hearings.

F. SEPARATE ORDERS OF REFERRAL FOR OTHER MATTERS.

The matters specified in this Directive for referral to the Magistrate are integral to the equitable and efficient division of cases as provided by OCAD 2012-06. Therefore, to maintain the equitable division of cases, individual matters, other than as specified in this Directive, **shall not** be referred to the Magistrate without prior consultation with and agreement of the Okaloosa County Administrative Judge and Magistrate.

DONE AND ORDERED in Fort Walton Beach, Okaloosa County, Florida, this 10th day of August 2021.

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

Conformed copies furnished to:
Honorable John L. Miller, Chief Judge
All Judges, Okaloosa County

State Attorney's Office, Shalimar, and Crestview
Public Defender's Office, Shalimar, and Crestview
Honorable J.D. Peacock II, Clerk of Circuit Court
Robin Wright, Trial Court Administrator
Valerie Broxson, Court Operations Manager
Probation & Diversion Programs Florida Department of Corrections
Probation & Parole Services
Florida Department of Children and Families