



**LAKE COUNTY  
VETERANS TREATMENT  
COURT**

**POLICIES AND PROCEDURES**

**MANUAL**

REVISED: 2/14/2017

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## DEFINITIONS

<b>Eligible Veteran</b>	A veteran who suffers from a VA diagnosed military service related mental illness, traumatic brain injury, substance abuse disorder, or psychological problem.
<b>EVD</b>	A defendant who is an eligible veteran.
<b>PCP</b>	Personalized Case Plan.
<b>PDO</b>	The Fifth Circuit Public Defenders Office.
<b>PTSD</b>	Post Traumatic Stress Disorder.
<b>SAO</b>	The Fifth Circuit State Attorney's Office.
<b>TBI</b>	Traumatic Brain Injury.
<b>VA</b>	United States Department of Veterans Affairs and its various subsidiaries.
<b>Veteran Mentor</b>	A veteran who has volunteered to serve as a resource, but not a counselor, to an EVD while in the VTC and who has been approved by the VTC judge to provide this service helping the EVD navigate the VTC and the VA.

**VJOS**

The Veterans Justice Outreach Specialist of the VA responsible for Lake County.

**VTC**

Veterans Treatment Court.

**VTC Coordinator**

A staff person with the Court Administrator's Office for the Fifth Judicial Circuit who provides coordination for the VTC Team members, facilitates meetings of the VTC Team, facilitates the intake process, manages the process involving transfer cases and develops procedures for collaboration among community agencies and the VTC Team.

**VTC Team**

The VTC judge, veteran mentor representative, SAO representative, PDO representative, VJO, VTC coordinator, State Probation representative, and others determined by the VTC judge. The VTC judge will designate which members of the VTC Team will be voting members.

## GENERAL REQUIREMENTS

A person can only be accepted or placed into the VTC as follows:

- The person must be a EVD;
- The person has the burden of proof to establish their EVD status to the satisfaction of the SAO;
- The EVD must enter a guilty or no contest plea to each charge pending to be placed into the VTC by any method;
- The EVD must be accepted or placed into the VTC according to one of the methods specified in this Manual.
- Both misdemeanor felony cases are eligible for acceptance into the VTC.

Other requirements of the VTC include:

- **Law Abiding Lifestyle:** Each EVD participating in the VTC will be required at all times to maintain a law abiding lifestyle as such is determined by the SAO in its sole discretion.
- **Records:** The policy of the VTC is to keep all records pertaining to each EVD participating in the VTC in the regular court file for that EVD's case in the VTC as kept by the Clerk. The VTC Coordinator may keep personal handwritten notes pertaining to individual EVDs separate from the regular court file, but those notes shall be intended and kept only for use by the VTC Coordinator and must be destroyed by the VTC Coordinator when the EVD is no longer a participant in the VTC. Treatment Provider records of a confidential or privileged nature may be shared with the VTC Team at its weekly meetings, but those records will generally not be copied and kept by VTC Team members and therefore will not become filed with the Clerk. The general policy of the VTC is to minimize the amount of confidential or privileged material filed in an EVD's court file to maximize the transparency of the VTC. When confidential or privileged material does get filed in a EVD's court file, then the Clerk shall maintain those items in sealed envelopes while making a note on the outside of each envelope to generally identify what type of item is contained in the envelope.

## MISDEMEANORS

### REQUIREMENTS

MISDEMEANOR DEFENDANTS are eligible for the VTC, however, cases involving driving under the influence charges will only be allowed into the VTC through sentencing on a case by case basis.

MISDEMEANOR DEFENDANTS must enter the VTC through one of the following 3 methods:

1. placed by Order of the Lake County Court upon approval by that Court of a Deferred Prosecution Agreement entered into by the SAO and the Misdemeanor Defendant which Agreement requires graduation from the VTC. [**MISDEMEANOR DIVERSION METHOD**]
2. placed by Order of the Lake County Court through sentencing which imposed sentence requires graduation from the VTC. [**MISDEMEANOR SENTENCE METHOD**]
3. placed by a Transfer Order as such is authorized by Section 910.035(5) of the Florida Statutes upon approval of the VTC Judge in consultation with the SAO. [**TRANSFER METHOD**]

## MISDEMEANORS

### DIVERSION CASES [MISDEMEANOR DIVERSION METHOD]

1. A Misdemeanor Defendant may be placed into the VTC by the MISDEMEANOR DIVERSION METHOD only by Order of the Lake County Court upon approval by that Court of a Veterans Treatment Court Contract entered into by the SAO and the Misdemeanor Defendant which Contract requires graduation from VTC.
2. Once a Misdemeanor Defendant is placed into the VTC pursuant to the MISDEMEANOR DIVERSION METHOD, then that Misdemeanor Defendant's pending case in the Lake County Court is considered to be in diversion and active criminal prosecution in that case is suspended pending the Misdemeanor Defendant either being graduated or otherwise discharged from the VTC.

3. Participation in the VTC by the MISDEMEANOR DIVERSION METHOD is voluntary.
4. A Misdemeanor Defendant must enter a guilty or no contest plea to each charge pending - with sentencing deferred - to be placed into the VTC by the MISDEMEANOR DIVERSION METHOD. If the Misdemeanor Defendant successfully graduated from VTC the Misdemeanor Defendant's plea will be set aside and the SAO will enter a *nolle prosequi* in the case.
5. A Misdemeanor Defendant must consent in writing to fully participate in the VTC - including accepting whatever rewards and sanctions the VTC Judge may impose on the Defendant while in the VTC - to be placed into the VTC by the MISDEMEANOR DIVERSION METHOD.
6. A Misdemeanor Defendant has no right to opt out of the VTC once that Defendant's pleas have been accepted by the Lake County Court and that Defendant has been placed into the VTC by the MISDEMEANOR DIVERSION METHOD.
7. If a Misdemeanor Defendant placed into the VTC by the MISDEMEANOR METHOD is not graduated from the VTC but is otherwise discharged from the VTC, then that Misdemeanor Defendant's case will revert to being an active criminal prosecution for sentencing on the regular docket of the Lake County Court and the VTC Judge may move *sua sponte* to be recused from further handling of the case previously in the VTC.
8. The SAO will review each VTC application and recommend whether or not a Misdemeanor Defendant is eligible for and can be placed into the VTC by the MISDEMEANOR DIVERSION METHOD and enter into a diversion agreement such as a Veterans Treatment Court Contract. The SAO will have the ultimate and final say in determining whether or not a Misdemeanor Defendant can be placed into the VTC by the MISDEMEANOR DIVERSION METHOD.
9. No case involving a driving under the influence charge will be allowed into the VTC by the MISDEMEANOR DIVERSION METHOD.

## MISDEMEANORS

### SENTENCE CASES [MISDEMEANOR SENTENCE METHOD]

1. A Misdemeanor Defendant may be placed into the VTC by the MISDEMEANOR SENTENCE METHOD only by Order of the Lake County Court upon sentencing with a sentence imposed which requires graduation from VTC.
2. A Misdemeanor Defendant must enter a guilty or no contest plea to each charge pending and be sentenced on each charge to be placed into the VTC by the MISDEMEANOR SENTENCE METHOD.
3. Once a Misdemeanor Defendant is placed by the Lake County Court into the VTC as a part of a sentence imposed on that Defendant, then that Misdemeanor Defendant's case in the Lake County Court will be transferred to the VTC for the VTC Judge to oversee the supervision of that Misdemeanor Defendant while serving that sentence imposed.
4. If the Misdemeanor Defendant graduates from the VTC and the SAO agrees, then the Misdemeanor Defendant's case may be dismissed by the VTC granting a joint motion of set aside plea and sentence and to dismiss the case.
5. If the Misdemeanor Defendant was sentenced to probation and graduates from the VTC with the SAO not agreeing to dismissal, then that Misdemeanor Defendant will be found to have successfully completed their probation and the case will be closed without dismissal.
6. If the Misdemeanor Defendant was sentenced to probation and fails in the VTC, then the case will revert to being an active criminal prosecution on the docket of the Lake County Court for violation of probation
7. A Misdemeanor Defendant has no right to opt out of the VTC when that Misdemeanor Defendant has been placed into the VTC by the MISDEMEANOR SENTENCE METHOD.
8. The SAO will have the ultimate and final say in determining



whether or not a Misdemeanor Defendant can be placed into the VTC by the MISDEMEANOR SENTENCE METHOD as the SAO is the exclusive entity with the authority to bring charges or not.

9. A case involving a driving under the influence charge will only be allowed into the VTC by the MISDEMEANOR SENTENCE METHOD if VTC participation includes a reporting obligation to County Probation.

## FELONIES

### REQUIREMENTS

FELONY DEFENDANTS must have charges no more serious than second degree felonies to be eligible for the VTC with the following exclusions:

- a. the felony charges must be "non-violent" as such is determined by the SAO and not listed in Section 948.06;
- b. the felony charges must not involve heightened scienter or preplanned fraudulent behavior as such is determined by the SAO;
- c. and the felony charges cannot involve the illegal sale of any drugs.

FELONY DEFENDANTS must enter the VTC through one of the following 3 methods:

1. placed by Order of the VTC to enter into a contract between the SAO and the Felony Defendant which requires graduation from VTC [**FELONY DIVERSION METHOD** (page 22)];
2. placed by Order of the Lake Circuit Court where the FELONY DEFENDANT is sentenced and the sentence requires graduation from VTC [**FELONY SENTENCE METHOD**]; OR
3. placed by a Transfer Order as such is authorized by Section 910.035(5) upon approval of the SAO [**TRANSFER METHOD**].

## FELONIES

### DIVERSION CASES [FELONY DIVERSION METHOD]

NOTE: this method is meant to implement Section 948.08(7)(a) of the Florida Statutes pertaining to a felony pretrial veterans' treatment intervention program for Lake County.

1. A Felony Defendant may be placed into the VTC by the FELONY DIVERSION METHOD only by Order of the VTC to enter into Contract with the SAO, which requires graduation from VTC.
2. The Lake Circuit Court may upon its own motion or upon motion by the Felony Defendant's attorney or SAO request the SAO to consider whether a Felony Defendant should be admitted into the VTC by the FELONY DIVERSION METHOD.
3. Once a Felony Defendant is placed into the VTC pursuant to the FELONY DIVERSION METHOD, then that Felony Defendant's pending case in the Lake Circuit Court is considered to be in diversion and active criminal prosecution in that case is suspended pending the Felony Defendant either being graduated or otherwise discharged from the VTC.
4. Participation in the VTC by the FELONY DIVERSION METHOD is voluntary.
5. A Felony Defendant will be placed into the VTC by the FELONY DIVERSION METHOD only after that Defendant has been approved by the SAO.
6. A Felony Defendant must enter a guilty or no contest plea to each charge pending - with sentencing deferred - to be placed into the VTC by the FELONY DIVERSION METHOD.
7. A Felony Defendant must consent in writing to fully participate in the VTC - which consent must include accepting whatever rewards and sanctions the VTC Judge may impose on that Felony Defendant while in the VTC - to be placed into the VTC by the FELONY DIVERSION METHOD.

8. A Felony Defendant has no right to opt out of VTC once that Felony Defendant's plea has been accepted by the Court and that Felony Defendant has been placed into the VTC by the FELONY DIVERSION METHOD.

9. If a Felony Defendant placed into the VTC by the FELONY DIVERSION METHOD ultimately graduates from the VTC, then that Felony Defendant's case may be dismissed by the VTC granting a joint motion to set aside pleas and sentences and to dismiss the case.

10. If a Felony Defendant placed into the VTC by the FELONY DIVERSION METHOD is not graduated from the VTC, but is otherwise discharged from the VTC, then the VTC Judge will enter an Order transferring the Felony Defendant's case back to the Lake Circuit Court for a judge of the Lake Circuit Court to conduct all further sentencing proceedings in that Felony Defendant's case as the case will revert to being an active criminal prosecution for the purpose of sentencing on the regular docket of the Lake Circuit Court.

11. The SAO will have the ultimate and final say in determining whether or not a Felony Defendant can be placed into the VTC by the FELONY DIVERSION METHOD as the SAO is the exclusive entity with the authority to bring charges or not.

## **FELONIES**

### **SENTENCE CASES -- FELONY SENTENCE METHOD**

NOTE: this method is meant to implement Sections 394.47891 and 948.21 of the Florida Statutes pertaining to veterans being sentenced.

1. A Felony Defendant may be placed into the VTC by the FELONY SENTENCE METHOD only by Order of the VTC upon sentencing, which requires graduation from VTC.

2. A Felony Defendant must enter a guilty or no contest plea to each charge pending and be sentenced on each charge to be placed into the VTC by the FELONY SENTENCE METHOD.

3. Once a Felony Defendant is placed into the VTC as a part of a sentence imposed on that Felony Defendant, then that Felony Defendant's case in the Lake Circuit Court will be transferred to the VTC for the VTC Judge to oversee the supervision of that Felony Defendant while serving the

sentence imposed.

4. If the Felony Defendant graduates from the VTC and the SAO agrees, then that Felony Defendant's case may be dismissed by the VTC granting a joint motion to set aside plea and sentence and to dismiss the case.

5. If the Felony Defendant was sentenced to probation and graduates from the VTC with the SAO not agreeing to dismissal, then that Felony Defendant will be found to have successfully completed their probation and the case will be closed without dismissal.

6. If the Felony Defendant has been sentenced to participate in the VTC and fails, then the VTC Judge will enter an Order transferring the Felony Defendant's case back to the Lake Circuit Court for a judge of the Lake Circuit Court to conduct further proceedings including possibly imposing a sentence for Violation of Probation or possibly entering a Commit Order for the Felony Defendant to be made to serve the deferred portion of their previously imposed jail sentence.

7. A Felony Defendant has no right to opt out of the VTC when that Felony Defendant has been placed into the VTC by the FELONY SENTENCE METHOD.

8. The SAO will have the ultimate and final say in determining whether or not a Felony Defendant can be placed into the VTC by the FELONY SENTENCE METHOD as the SAO is the exclusive entity with the authority to bring charges or not.

## **TRANSFER CASES**

### **MISDEMEANOR AND FELONY TRANSFER CASES [TRANSFER METHOD]**

1. Misdemeanor and Felony Defendants whose cases have arisen in counties other than Lake County may be placed into the Lake County VTC by the TRANSFER METHOD according to the requirements set forth in Section 910.035(5), Florida Statutes, which include the following:

- a. the defendant must agree to the transfer and must have signed a written consent to abide by the rules and procedures of the Lake County VTC;

- b. the authorized representative of the sending VTC and the authorized representative of the Lake County VTC must have consulted with each other and both must agree to the transfer; and
- c. the presiding Judge of the sending VTC must enter a transfer Order directing the Clerk of the sending VTC to transfer the case to the Clerk of the Lake County VTC with a copy of the sending VTC's file being sent to the Clerk of the Lake County VTC which file shall include a copy of the following:
  - (a) probable cause affidavit;
  - (b) any charging documents in the case;
  - (c) all reports, witness statements, test results, evidence lists and other documents in the case;
  - (d) the defendant's mailing address and telephone number; and
  - (e) the defendant's written consent to abide by the rules and procedures of the Lake County VTC.

2. Felony Defendants in the Lake County VTC who do not reside in Lake County or who desire to relocate to someplace not in Lake County may be placed into the Veterans Treatment Court or similar problem solving court of another county - if such a court exists in that other county - by the TRANSFER METHOD according to the requirements set forth in Section 910.035(5), Florida Statutes.

3. All transfer cases placed into the **Lake County VTC** will be disposed of by the **Lake County VTC** regardless of whether the defendant has successfully or unsuccessfully completed the VTC program as such is provided for by Section 910.035(5)(f), Florida Statutes.

4. The authorized representative of the **Lake County VTC** in matters pertaining to transfer cases and the Transfer Method shall be designated by the **VTC Judge**.

## VTC TEAM

- **VTC Judge:** The VTC Judge is the primary spokesperson for the VTC. The VTC Judge is also the final arbitrator of any disagreement among the members of the VTC Team. The VTC Judge interacts directly with each VTC Defendant in a formal court setting to establish rapport while using the VTC Judge's authority to provide affirmation, acknowledgment of progress, accountability and discipline when necessary.
- **SAO:** The SAO is primarily responsible to ensure public safety. The SAO determines eligibility for the VTC. The SAO is also a member of the VTC Team.
- **PDO:** The PDO is primarily responsible to make certain that all of the legal rights of a VTC Defendant are fully respected. The PDO meets with the VTC Defendant and explains the VTC process. The PDO assists appropriate EVDs with establishing eligibility for the VTC. The PDO helps to guide each VTC Defendant through the VTC process. The PDO also provides input on legal issues. When a VTC Defendant has a private defense attorney representing them in a case referred to the VTC, then that private attorney will be considered part of the VTC Team for that VTC Defendant's case only.
- **VTC Coordinator:** The VTC Coordinator provides coordination for the VTC Team members, facilitates meetings of the VTC Team, manages the court docket for the VTC, facilitates the VTC intake process and develops procedures for collaboration among community agencies and the VTC Team.
- **State Probation Officer:** The State Probation Officer monitors and supervises each VTC Felony Defendant who is on diversion or probation so long as that VTC Felony Defendant remains in the VTC. The Felony Probation Officer reports to the VTC Team on that VTC Felony Defendant's compliance with the requirements of the program and of treatment and makes treatment and other recommendations. The County Probation Officer may also serve in the role of the State Probation Officer.
- **VJOS:** means the Veterans Justice Outreach Specialist of the Veterans Administration responsible for Lake County who facilitates the coordination of all services provided by the VA for each VTC

Defendant;

- **OTHERS:**

- Other members of the VTC Team may include a **Law Enforcement Officer**, a veteran advocate from **NAMI** and a **Veteran Mentor** representative.
- Additional members of the VTC Team may include representatives of other local agencies that provide services to veterans and/or people in Lake County who are mentally ill and/or substance addicted. To be eligible for consideration as an additional member of the VTC Team, the prospective member must commit to consistently participate in VTC Team meetings on a weekly basis for a period of at least 6 months and must be approved by the VTC Judge.

- **MEETINGS:**

- (a) The VTC Team will meet monthly to review all matters pertaining to the VTC. Exceptions will be allowed by agreement of the VTC Team.
- (b) All matters pertaining to VTC Defendants that are discussed at meetings of the VTC Team are to be considered confidential and handled by members of the VTC Team accordingly.
- (c) The VTC Team does not provide treatment services but rather facilitates the provision of treatment services to VTC Defendants.
- (d) All decisions pertaining to VTC acceptances, rewards and sanctions are to be made by the VTC Team during meetings of the VTC Team which meetings will usually be conducted in person but may be conducted by email exchanges or by phone.
- (e) If an emergency situation involving obvious public safety issues arises which requires an immediate decision pertaining to an EVD participating in the VTC program, then the VTC Judge will make a decision and report the situation to the VTC Team at its next meeting.

## **PROGRAM PHASES:**

For a CVD or EVD to graduate from the VYC, that CVD or EVD must successfully complete the following program phases:

### **Phase 1: [Stabilization, Assessment and Treatment Planning]**

The typical Phase 1 EVD will have been recently released from jail. The EVD will most likely not have a recent history of medication or treatment compliance and therefore will need regular appearances before the VTC Judge to insure accountability. During Phase 1, the VTC Team will develop a PCP for the EVD which will include specific goals, specific services to be utilized and specific graduation or completion requirements. Phase 1 will last until the EVD is cooperating with any treatment and other requirements of the VTC and the EVD's PCP has been put into writing and approved by the VTC Team. Rewards and sanctions during Phase 1 will be agreed upon by the VTC Team.

#### **Phase 1 GOALS:**

1. Medication compliance as prescribed by Treatment Provider.
2. Illegal substance and alcohol free. EVD will be subject to random screens for alcohol and drugs.
3. No arrests since admission to the VTC.
4. Report as directed to the VTC Judge.
5. Daily or as directed contact with the EVD's Probation Officer, VTC Case Manager, VTC Mentor and/or other as directed by the VTC Judge.
6. Cooperation with the VTC Team in attending appointments as directed.

**NOTE:** Given the many variables in the treatment of mental illness and substance abuse addictions, a specific attendance percentage is not predetermined for each EVD but instead will



be set upon consideration of each EVD's attendance and progress into the VTC program.

## **Phase 2: [Treatment]**

The Phase 2 CVD or EVD has improved significantly in compliance with the treatment and other requirements of the VTC. The EVD in Phase 2 will usually be required to report less often to the VTC Judge in addition to reporting to their Probation Officer who will continue to monitor their treatment and other compliance. Phase 2 goals are the same as the Phase 1 goals but with less supervision from the VTC Judge. The objective of Phase 2 is continued stabilization and reintegration of the EVD into the community. Included as part of that objective is completing tasks set forth in the EVD's PCP. Rewards and sanctions during Phase 2 will be agreed upon by the VTC Team.

### Phase 2 Goals:

1. Completing tasks set forth in the EVD's PCP.
2. Illegal substance and alcohol free. EVD will be subject to random screens for alcohol and drugs.
3. Remain medication compliant as prescribed by a physician.
4. No new arrests.
5. Report as directed to the VTC Judge.
6. Contact with the EVD's Probation Officer, VTC Case Coordinator, VTC Mentor and/or others as directed by the VTC Judge.

## **Phase 3: [Graduation Planning]**

The Phase 3 EVD should demonstrate an increasing ability to remain in treatment and maintain stability within the community while being responsible for their own treatment and vocational activities. A Phase 3 EVD will usually report monthly to the VTC

Judge in addition to reporting to their probation officer who will continue to monitor their treatment and other compliance. The successful completion of Phase 3 goals will result in a EVD's graduation or completion of the VTC program.

### **Phase 3 Goals:**

1. The EVD has completed their PCP.
2. The EVD is engaged in ongoing vocational, educational and/or volunteer service programs.
3. The EVD has demonstrated responsibility for his/her own treatment plan.
4. The EVD has written and understands the importance of an aftercare plan to remain stable.
5. The EVD has continued to have contact with their Probation Officer and others as ordered by the VTC Judge.

### **Graduation:**

Upon graduation, the EVD will no longer be required to report to the VTC and the VTC Team will recommend to the SAO and to the VTC that the graduate's case be promptly dismissed.

### **Discharge:**

Should an EVD be discharged from the VTC for any reason other than graduation, then the VTC Judge will enter an Order reactivating that EVD's criminal case to an active criminal prosecution status and referring the case to the appropriate Court and Judge for further proceedings to be held according to the provisions of this Manual and depending on the method by which the case was placed into the VTC.

## **REWARDS**

The VTC Judge will acknowledge an EVD's effort and progress in treatment and

in the VTC by granting rewards. Potential rewards include:

- Recognition by the VTC Court;
- Certificates or other mementos of progress;
- Reduced frequency of required appointments with the EVD's Probation Officer;
- Reduced frequency of required appearances before the VTC Judge;
- Transfer to less restrictive housing or treatment program;
- Reduced frequency of alcohol and drug testing requirements; and
- Program Phase advancement and Graduation.

## VIOLATIONS

The VTC Judge will treat the following non-inclusive list of inappropriate behaviors as violations of the VTC program:

- New criminal offense;
- Missed treatment appointment;
- Missed appointment with Probation Officer;
- Missed VTC appearance;
- Failure or refusal to take medications;
- Refusal to give sample for drug and/or alcohol testing;
- Violation of treatment rules;
- Violation of housing rules including curfew;
- Any verbal threat;
- Any act of violence;
- Noncompliance with treatment plans;
- Noncompliance with any directive of the VTC Team;
- Any use of illegal drugs and substances including prescription medications for which the EVD does not have a valid prescription;
- Any unauthorized use of alcohol;
- Positive illegal drug screen;
- Positive alcohol screen; and
- Absconding from a treatment program or supervised housing.

## SANCTIONS

The VTC Judge will respond to all violations of all conditions of the VTC by imposing a sanction and/or by requiring participation in additional treatment related activities. The VTC Judge may also mandate a change in the EVD's PCP. The duration of the EVD's participation in the VTC may also be lengthened when a sanction is imposed. Examples of sanctions include - but are not limited to - the following:

- Reprimand;
- Discharge from the VTC;
- Order to write an essay;
- Order to complete a specified number of community service hours;
- Increased frequency of appointments with Probation Officer;
- Increased frequency of appearances before the VTC Judge;
- Increased frequency of drug and alcohol testing;
- Increased NA, AA or other group therapy meetings;
- Mandatory attendance at a class (i.e. money management, anger management, family relations and other support groups and other classes that promote mental and physical health);
- Loss of privileges at treatment or housing program;
- Transfer to a more restrictive housing or treatment program; and
- Unannounced visits by Probation Officer.

## SCHEDULE

Unless the VTC Judge and VTC Team have agreed to not hold a formal VTC session during a particular week, the VTC will proceed the last Friday of each month as follows:

The VTC Team without EVDs will meet in Chambers the last Friday of each month beginning at 8:30 a.m.; and

VTC Proceedings with EVDs in open Court will begin each Wednesday at 9:00 a.m. the last Friday of each month or as soon as the VTC Team has finished its meeting in Courtroom 4B.

**NOTE:** the date and time of VTC Team meetings and proceedings is subject to change in the discretion of the VTC Judge in consultation with the VTC Team.

## **CONTACT INFORMATION**

For more information about the VTC, please contact:

Lake County Veterans Court

### **Court Coordinator**

Phone: (352) 253-4455

Fax: (352) 253-4415

### **Mailing Address:**

PO Box 7800

Tavares, FL 32778