

**IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT
IN AND FOR SUMTER COUNTY, FLORIDA**

ADMINISTRATIVE ORDER NO.: S-2018-33

**ADMINISTRATIVE ORDER REGARDING JUROR UTILIZATION IN THE CIRCUIT
AND COUNTY COURTS OF SUMTER COUNTY**


Pursuant to Fla. Stat. Chapter 40, it is **ORDERED AND ADJUDGED** as follows:

1. All jurors reporting for duty in Sumter County shall be pooled and then randomly selected and directed to a particular court for jury selection purposes. This shall not apply to death penalty cases for which there shall be a separate and individual venire and the judge presiding in such a case shall have sole authority to examine, qualify, and excuse jurors.
2. At least three weeks prior to any scheduled trial date, the Circuit and County Court Judges shall notify the Jury Clerk in writing of the number and type of all trials scheduled.
3. Upon receipt of notification of trial, the Jury Clerk shall cause to be summoned at least 300 jurors to be examined and serve thereon.
4. The Duty Judge shall be responsible for considering and approving requests for excusals from jury duty and for qualifying the jury pool at the beginning of each trial period.
5. In accordance with Fla. Stat. 40.26, the Sheriff of Sumter County shall provide jurors with meals and lodging, the expense to be paid by the Clerk of the Circuit Court for Sumter County.
6. If deviation from the above paragraph is required, the judge requesting that deviation must coordinate the same with the Sheriff and the Clerk of the Circuit Court at least four months in advance of that trial.
7. All judges in Sumter County that conduct jury trials, will send a yearly schedule of their designated jury trial weeks to the Clerk of the Circuit Court for Sumter County.

8. All jurors will be impaneled on Mondays of each jury trial week. Judges should make every effort to select all juries needed for the week on Monday. Juries are not to be selected on Tuesdays, Wednesdays, Thursdays, or Fridays, except in extreme or extraordinary circumstances.
9. On qualifying days, no panels will normally be available before 9:30 a.m. due to the time required for orientation and qualification.
10. After a jury has been selected in the courtroom, the trial judge shall notify the Jury Clerk. Pursuant to Florida law, a juror will be selected for only one trial.
11. For death penalty cases, the trial judge presiding over that case shall notify the Clerk of the Circuit Court for Sumter County at least three months in advance of a trial the special requirements for the death penalty jury trial. This will include the number of days estimated for jury selection so that a reasonable panel can be brought in each day. These notifications shall require coordination with the Sheriff of Sumter County and the Clerk of Court for Sumter County as to any and all special requirements.

DONE AND ORDERED in Chambers at Bushnell, Sumter County, Florida, this

3 day of July 2018.


WILLIAM H. HALLMAN, III
ADMINISTRATIVE JUDGE
SUMTER CIRCUIT COURT