# State of Florida Division of Administrative Hearings

Sharyn L. Smith Director and Chief Judge Ann Cole Clerk of the Division



The DeSoto Building 1230 Apalachee Parkway Tallahassee, Florida 32399-3060

#### February 1, 2001

### TWENTY-SEVENTH ANNUAL REPORT

This report is submitted to the Administrative Procedures Committee and to the Administration Commission in compliance with the requirements of Section 120.65(10), Florida Statutes, which provides:

Not later than February 1 of each year, the division shall issue a written report to the Administrative Procedures Committee and the Administration Commission, including at least the following information:

- (a) A summary of the extent and effect of agencies' utilization of administrative law judges, court reporters, and other personnel in proceedings under this chapter.
- (b) Recommendations for change or improvement in the Administrative Procedure Act or any agency's practice or policy with respect thereto.

#### **GENERAL**

Appendix 1 breaks out by agency the utilization rates of Division resources and demonstrates that, in descending order, eleven agencies utilize 89 percent of the Division's docket: the Agency for Health Care Administration, Department of Health, Department of Business and Professional Regulation, Department of Environmental Protection, Department of Children and Family Services, Department of Insurance, Department of Banking and Finance, Department of Community Affairs, Department of Management Services, Department of Transportation, and the Department of

Education. Additionally, contract agencies such as Water Management Districts, cities, and counties have become major users of the Division's services, and are reported separately since they are covered by contractual agreements. School districts and other educational entities are also major users and are reported separately as well.

### **UTILIZATION OF PERSONNEL**

The Division has 80 authorized positions comprised of the Director and Chief Judge, the Deputy Chief Judge, 1 Executive Assistant, 3 Court Reporters, 37 Administrative Law Judges, 4 Administrative Assistants, 8 Administrative Secretaries, 1 Personnel Officer, 1 Budget Director, 1 Administrative Services Director, 1 Accountant, 1 Fiscal Assistant, 1 Purchasing Agent, 1 Distributed Computer Systems Analyst, 1 Office Automation Specialist, 1 Computer Operator, 1 Division Clerk, 1 Deputy Clerk Supervisor, 4 Deputy Clerks, 3 Staff Assistants, 2 Senior Clerks and 5 Clerks.

### **IN-HOUSE COURT REPORTERS**

The Division continues to employ three full-time court reporters. These reporters covered 91% of all DOAH Tallahassee final hearings in FY 1999-00, and produced a total of 16,907 pages of transcription.

The combined cost avoidance to state agencies for their utilization of the Division's court reporters rather than private sector reporters for Tallahassee hearings during FY 1999-00 was approximately \$68,081.00.

The agencies realizing the greatest court reporting savings were the agencies that utilized the Division's in-house reporters the most.

In addition to the cost avoidance realized by other state agencies the court reporting program generated revenue in excess of \$51,000.00.

#### **HEARING REQUESTS**

During calendar year 2000, the Division processed 5,151 hearing requests, a slight 5 percent decrease compared to the 5,420 cases filed in 1999. Of the cases, 1,922 were Baker Act cases. The remaining 3,229 cases were filed pursuant to Sections 120.535, 120.54, 120.56, and 120.57, Florida Statutes. The cases opened are itemized by agency in the attached Appendix 2.

In 2000, the following agencies markedly increased their hearing requests. The Department of Health referred 725 cases, an increase of 75 percent over the 415 cases filed the previous year. The most notable increase from this Department was the number of hearing referrals from the Board of Pharmacy. A total of 123 cases were referred in 2000, 116 more than the 7 referrals the previous year. Also notable are the 172 cases referred from the Board of Medicine, a significant increase of 64 percent when compared to the 105 cases filed in 1999. Referrals from the Board of Nursing increased 31 percent, from 103 cases in 1999 to 135 cases filed in 2000. Referrals from the Board of Dentistry increased 47 percent, from 66 cases referred in 1999 to 97 cases referred in 2000.

The Florida Commission on Human Relations referred 151 cases, an increase of 156 percent over the 59 cases filed the previous year.

Cases dealing with the placement of exceptional education students continued to increase. These cases are expedited, requiring that a final order be issued 45 days after the request for hearing is filed, and are usually scheduled for a hearing date the same day that the Judge receives the case file. A total of 204 exceptional education

cases were filed in 2000, an increase of 25 cases, or 14 percent, when compared to the '179 exceptional education cases filed in 1999.

In 2000 the Division held a total of 3027 hearings, 202 less than the 3229 hearings held in 1999. The Division closed 5225 cases, a 3 percent decrease over the 5,362 cases closed in 1999. Because new Administrative Law Judges were hired during the latter part of 2000, the following semi-annual averages are provided. The first half of 2000, the Division's 32 Administrative Law Judges averaged 63 case closures per Judge. The second half of 2000, with the addition of seven Administrative Law Judges, the Division averaged 88 case closures per Judge. The average for the last half of 2000 also excludes three Senior Administrative Law Judges who, in addition to their district management duties, assumed responsibility for scheduling all Professional Licensure cases for hearing. This was done to comply with performance standards and measures contained in the FY 2000-2001 General Appropriations Act and Implementing Legislation. A total of 414 Professional Licensure cases were filed the last half of 2000. It is notable that, with the additional judge positions, the average number of cases closed per judge increased by 40 percent the last six months of 2000 when compared with the first six months. In 1999, the judges closed an average of 173 cases.

During the first half of 2000, each Administrative Law Judge handled an average of 199 new cases, conducted an average of 49 hearings, and wrote an average of 25 recommended or final orders of varying length and complexity. From July through December, each Administrative Law Judge handled an average of 166 new cases,

conducted an average of 40 hearings, and wrote an average of 33 recommended or final orders of varying length and complexity.

### OFFICE AUTOMATION

The primary systems applications for the Division are its Case Management System (CMS) and a full-text retrieval and document indexing application. Secondary applications include word processing, electronic mail and online legal research via the Florida Legal Resource Center, Westlaw and other Internet resources. In 2000, the Division implemented its own Exchange e-mail server and continued enhancing the automated order generation module of the Case Management System. Preliminary design work was begun for the implementation of electronic case filing in FY01-02.

### **OPERATING BUDGET**

The Division is 100 percent trust funded. Appendix 3 summarizes the Division's actual and estimated expenditures for FY 1999-00 and FY 2000-2001, respectively. Appendix 3 also outlines funds requested in the Division's FY 2001-2002 Legislative Budget Request.

Each year the Division reports to the Legislature and the Governor's Office the total number of hearing hours scheduled by all agencies. Based on this data, the Division's budget is prorated among those agencies utilizing its services, and the Legislature appropriates fund transfers to the Division from those agencies. Hence, the amount each agency transfers to the Division is based on the number of hours it schedules for prehearing conferences, motion hearings, final hearings, and cancelled hearings in a given year. In September 2000, the Division submitted its fourteenth

report (see Appendix 1). In FY 1999-2000, 26,482 hearing hours were scheduled with the Division.

The Division is also authorized to enter into contracts with cities, counties, regional planning councils, water management districts, and other organizations for the provision of Administrative Law Judge services. These organizations, as well as school districts and other educational entities, reimburse the Division for the costs of these services at the current contract rate and in accordance with applicable laws.

### RECOMMENDATIONS CONCERNING THE A.P.A.

Chapter 96-159, Laws of Florida, substantially reorganized the Admirtistrative Procedure Act. The Division has no current recommendations concerning this Act.

Respectfully submitted,

SHARYN L. Chief Judge

SLS/js

27.25 319.50 18,504.75 3,242.75 22,094.25 100.00000% \$8,838,335

06/30/00	HEARING HOURS SCHEDULED BY CONTRACT/EDUCATIONAL/OTHER AGENCIES FY 1999-2000	CHEDULED BY (	HEDULED BY CONTRACT/EDUCATION/ FY 1999-2000	ATIONAL/OTHE	R AGENCIES	
						% OF
AGENCY	PREHEARING CONFERENCE	MOTION <u>HEARING</u>	CANCELLED/ CONTINUED <u>HEARING</u>	FINAL <u>HEARING</u>	TOTAL HOURS	ALL AGENCIES
CONTRACT	1.75	24.50	575.25	283.75	885.25	3.34281%
ЕРР	0.75	0.00	4.50	32.00	40.25	0.15199%
ACIN	1.00	0.50	77.00	36.25	114.75	0.43331%
OTHER	0.00	0.50	58.00	16.75	75.25	0.28415%
SCHBDS	15.50	63.75	1,983.50	1209.75	3,272.50	12.35733%
TOTA	19.00	89.25	2,698.25	1,581.50	4,388.00	16.56959%
CONTRACT: EPP: NICA:	CONTRACT: Water Management Districts, Regional Planning Councils, Cities, Counties, etc. Cases filed by DEP, pursuant to Chapter 403, Florida Statutes NICA: Florida Birth-Related Neurological Injury Compensation Association Association Ancontract entities such as Pinellas County Construction Licensing Board	istricts, Regional ursuant to Chapt Veurological Injuruch as Pinellas C	Planning Councils er 403, Florida Staly Compensation Astounty Comptensation Astounty Construction	Cities, Counties utes ssociation	, etc.	
SCHBDS:	School boards and other	ner educational e	and other educational entities specified in the 1999-2000 General Appropriations Act	the 1999-2000 G	eneral Appropri	iations Act

## Division of Administrative Hearings LYSIS OF AGENCY REQUEST FOR ADMINISTRAL\_VE LAW JUDGES FOR CALENDAR YEAR \_000

GENCY	Jan-June	Jul-Dec	TOTAL
gency for Health Care Administration			2
Agency for Health Care Administration	4	14	18
Audit Quality Control Services	4	0	4
Cost Management and Control	1	0	1
Exemption 400.512, home health	1	2	3
Medicaid Program Integrity	45	87	132
Office of Certificate of Need	39	30	69
Office of Licensure and Certification	64	80	144
Agency Total	158	213	371
3roward County Sheriff's Office			
Broward County Sheriff's Office	0	1	1
Agency Total	0	1	1
Contract Hearings			
Alachua County	2	1	3
City of Clearwater	1	1	2
City of Tallahassee	0	1	1
City of Tarpon Springs	0	1	* <u>-</u> 1
County of Hillsborough	1	2	3
County of Leon	1	1	2
County of Monroe	2	0	, . 2
Escambia County Utilities Authority	1	0	<b>,</b> 1
Pinellas County Sheriff's Civil Service Board	4	3	7
St. Johns County Water & Sewer Authority	0	1	1
Agency Total	12	11	23

## Division of Administrative Hearings LYSIS OF AGENCY REQUEST FOR ADMINISTRALLYE LAW JUDGES FOR CALENDAR YEAR \_000

GENCY	Jan-June	Jul-Dec	TOTAL
county School Boards			
Alachua County School Board	1	1	2
Bay County School Board	0	3	3
Brevard County School Board	4	3	7
Broward County School Board	21	14	35
Charlotte County School Board	1	2	3
Collier County School Board	1	1	2
Dixie County School Board	0	1	ī
Duval County School Board	5	6	11
Escambia County School Board	5	3	8
Flagler County School Board	2	0	2
Gadsden County School Board	0	2	2
Hamilton County School Board	1	ī	2
Hernando County School Board	1	0	ī
Hillsborough County School Board	4	1	. 5
Indian River County School Board	1	1	2
Lake County School Board	1	1	2
Lee County School Board	5	4	. 9
Leon County School Board	3	3	* 6
Liberty County School Board	1	0	1
Marion County School Board	Ō	4	4
Martin County School Board	1	0	1 1
Miami-Dade County School Board	39	41	. 80
Monroe County School Board	1	1	2
Nassau County School Board	1	1	2
Okaloosa County School Board	4	1	5
Okeechobee County School Board	1	0	1
Orange County School Board	3	2	5
Osceola County School Board	5	2	7
Palm Beach County School Board	18	17	35
Pinellas County School Board	5	3	8
Polk County School Board	1	0	1
Sarasota County School Board	2	3	5
Seminole County School Board	4	4	8
St Johns County School Board	ō	1	1
Sumter County School Board	1	0	_ 1
Volusia County School Board	1	3	4
Agency Total	144	130	274
epartment of Agriculture and Consumer Services		•	
<ul> <li>Department of Agriculture and Consumer Services</li> </ul>	14	11	2.5
Produce disputes		11	25
	13	8	21
Agency Total	27	19	46
Department of Banking and Finance			
Department of Banking and Finance	9	5	14
Division of Banking	0	1	1
Division of Investigations	2	1	3
Division of Securities and Finance	12	11	23
Agency Total	23	. 18	41

## Division of Administrative Hearings LYSIS OF AGENCY REQUEST FOR ADMINISTRALIVE LAW JUDGES FOR CALENDAR YEAR \_000

1GENCY	Jan-June	Jul-Dec	TOTAL
Department of Business and Professional Regulation			
Department of Business and Professional Regulation	1	2	3
Board of Accountancy	2	4	6
Board of Architecture	0	3	3
Board of Auctioneers	1	0	1
Board of Employee Leasing	1	0	1
Board of Funeral Directors and Embalmers	6	8	14
Board of Pilot Commissioners	1	1	2
Board of Professional Engineers	20	7	27
Board of Professional Surveyors and Mappers	4	3	7
Board of Veterinary Medicine	5	7	12
Building Code Administrators and Inspectors	1	9	10
Construction Industry Licensing Board	37	74	111
Division of Alcoholic Beverages and Tobacco	23	25	48
Division of Hotels and Restaurants	36	44	80
Division of Land Sales, Condominiums, and Mobile H	7	7	14
Division of Pari-Mutuel Wagering	1	3	4
Division of Real Estate	39	9	. 48
Electrical Contractors	8	3	11
Florida Real Estate Appraisal Board	4	2	6
Florida Real Estate Commission	4	2	6
Florida State Boxing Commission	1	0	, 1
Regulatory Council of Community Association Manage	0	4	• 4
Agency Total	202	217	419
Department of Children and Family Services			
Department of Children and Family Services	17	8	25
Administrative Support Center	1	0	1
Alcoholic, Drug Abuse and Mental Health	0	1	1
Developmental Services	4	20	24
Disabled or elderly adult abuse or neglect	47	21	68
Exemption 435.07, position of special trust	5	9	14
Family Safety and Preservation Programs	3	0	3
Office of Licensure and Certification	15	26	41
Non-Baker Act Total	92	85	177
Department of Community Affairs			
Department of Community Affairs	33	13	46
Florida Housing Finance Corporation	3	٠ 4	7
Agency Total	36	17	53
Department of Corrections			
Department of Corrections	5	10	15
Agency Total	5	10	15
Department of Education			
Department of Education	2	2	4
Education Practices Commission	29	61	90
Exceptional Education cases	0	3	3
Vocational Rehabilitation Services	0	17	17
Agency Total	31	83	114

## Division of Administrative Hearings LYSIS OF AGENCY REQUEST FOR ADMINISTRAL\_VE LAW JUDGES FOR CALENDAR YEAR \_000

GENCY	Jan-June	Jul-Dec	
epartment of Environmental Protection	oan-oune	agr-hec	TOTAL
	2 8		
Department of Environmental Protection Natural Gas Transmission Line	61	62	123
2000000 (0) 10-45-45	1	1	2
Agency Total	62	63	125
epartment of Health			
Department of Health	2	0	2
Bureau of Emergency Medical Services	0	1	1
Bureau of Radiation Control	1	0	1
Division of Children's Medical Services	0	1	1
Environmental Health	20	12	32
MQA/Board of Acupuncture	1	2	3
MQA/Board of Chiropractic	19	17	36
MQA/Board of Clinical Social Work, Marriage and Fa	17	6	23
MQA/Board of Dentistry	60	37	97
MQA/Board of Hearing Aid Specialists	8	0	. 8
MQA/Board of Massage	6	1	7
MQA/Board of Medicine	99	73	172
MQA/Board of Nursing	85	50	* 135
MQA/Board of Nursing Home Administrators	10	2	12
MQA/Board of Opticianry	1	0	1
MQA/Board of Optometry MQA/Board of Orthotists and Prosthetists	10	5	15
2-0-0-11-0-11-0-1-0-1-0-1-0-1-0-1-0-1-0-	3	0	* 3
MQA/Board of Osteopathic Medicine MQA/Board of Pharmacy	2	0	2
MQA/Board of Physical Therapy Practice	99	24	123
MQA/Board of Podiatric Medicine	11	2	13
MQA/Board of Psychology	0 8	5 7	5
MQA/Board of Respiratory Therapy	1	0	15 1
MQA/Board of Speech-Language Pathology, etc.	5	0	5
MQA/Clinical Laboratory Personnel	7	5	12
Agency Total	475	250	725
James House & Vid November & Color & C		250	723
Department of Highway Safety and Motor Vehicles  Department of Highway Safety and Motor Vehicles	1.0		
AND SAME STATE OF THE SAME STA	12	15	27
Agency Total	12	15	27
epartment of Insurance			
Department of Insurance	99	٠78	177
Neurological Injury Compensation Association	25	24	49
Rate, automobile, and casualty disputes	2	2	4
Agency Total	126	104	230
Department of Juvenile Justice			
Department of Juvenile Justice	5	•	0
Agency Total	<del></del>	3	8
	5	3	8
epartment of Labor and Employment Security			
Department of Labor and Employment Security	0	2	2
Division of Workers Compensation	18	12	30
Division of Workforce and Employment Opportunity	2	0	2
DOE/VR as of 7/1/00	13	0	13
Minority Business Advocacy and Assistance	3	0	3
Agency Total	36	14	50

## Division of Administrative Hearings LYSIS OF AGENCY REQUEST FOR ADMINISTRAL\_VE LAW JUDGES FOR CALENDAR YEAR \_\_000

Department of Face Barrers		Jul-Dac	TOTAL
Department of Law Enforcement			-
Criminal Justice Standards and Training	11	4	15
Agency Total	11	4	15
Department of Legal Affairs			13
Department of Legal Affairs	23		
Florida Elections Commission	0 5	1 1	1
Agency Total	5	2	6
Department of Lottery	•	2	7
Department of Lottery			
Agency Total	2	0	2
where the second	2	0	2
Department of Management Services			
Department of Management Services	3	4	. 7
Division of Retirement	6	8	14
Division of State Group Insurance Florida Commission on Human Relations	1	3	4
Minority Business Enterprise	71	80	. 151
Agency Total	0	4	4
	81	99	180
Department of Revenue			
Department of Revenue	53	43	• 96
Child Support Enforcement Program	1	17	18
Agency Total	54	60	114
Department of State			
Division of Licensing	4	5	9
Agency Total	4	5	9
Department of Transportation			-
Department of Transportation	51	4.5	
Commission for the Transportation Disadvantaged	51 1	. <b>41</b> 0	92 1
Agency Total	52	41	93
Department of Veterans Affairs		7.4	93
Department of Veterans Affairs	_		
Agency Total	0	2	2
wherea infai	0	· 2	2
Ethics Commision			
Ethics Commision	8	4	12
Agency Total	8	4	12
Fish and Wildlife Conservation Commission			
Fish and Wildlife Conservation Commission	2	3	_
Agency Total			5
SAR 3.0 (0-10)	2	3	5
Medical Arbitration			
Medical Arbitration	7	5	12
Agency Total	7	5	12

## Division of Administrative Hearings LYSIS OF AGENCY REQUEST FOR ADMINISTRAL\_VE LAW JUDGES FOR CALENDAR YEAR \_JOO

GENCY	Jan-June	Jul-Dec	TOTAL
ffice of Comptroller			
Office of Comptroller	2	0	^
Division of Securities	1	0	2 1
Agency Total	3	0	3
ffice of the Governor			=
Office of the Governor	0	2	2
Florida Land and Water Adjudicatory Commission	2	3	2 5
Agency Total	2	5	7
eace River/Manasota Regional Water Supply Authority			
Peace River/Manasota Regional Water Supply Authori	1	0	1
Agency Total	1	0	: <del>-</del> :
i-11	-	U	1
inellas County Construction Licensing Board			
Pinellas County Construction Licensing Board	4	5	9
Agency Total	4	5	9
ublic Service Commission			*
Public Service Commission	3	0	7
Agency Total	3	0	3
Processor Wilmids Built to	_	U	, 3
paceport Florida Authority			•
Spaceport Florida Authority	0	1	1
Agency Total	0	1	1
tate Board of Administration			
State Board of Administration	0	3	3
Agency Total	0	3	3
niversities, Colleges, and Schools			
Board of Regents	1	0	1
Florida A & M University	1	o	1
Florida State University	0	1	1
School for the Deaf and Blind	1	3	4
University of Central Florida University of Florida	2	0	2
University of Florida University of North Florida	0	1	1
Agency Total	0	, 1	1
where A togst	5	6	11

# Division of Administrative Hearings LYSIS OF AGENCY REQUEST FOR ADMINISTRALIVE LAW JUDGES FOR CALENDAR YEAR \_\_JOO

JENCY	Jan-June	Jul-Dec	TOTAL
ater Management Districts			
South Florida Water Management District	3	6	9
Southwest Florida Water Management District St. Johns River Water Management District	13	8	21
	7	4	11
Agency Total	23	18	41
NON BAKER ACT TOTAL	1,713	1,516	3,229
Baker Acts			
Apalachee Center for Human Services	1	O	1
Atlantic Shores Healthcare, Inc. Correctional Mental Health Institute, Zephyrhi Florida State Hospital G. Pierce Woods Memorial Hospital James A. Haley Veterans Hospital Mental Health Care, Inc.	207	207	414
	3	4	7
	182	211	393
	208	182	390
	0	1	1
Northeast Florida State Hospital	1	0	1
Sarasota Palms Hospital	380	296	676
Veterans Administration Medical Center	1	0	1
West Florida Community Care Center	1 16	0	. 1
Baker Act Total		21	37
	1,000	922	1,922
CDAND TOTAL			
GRAND TOTAL	2,713	2,438	5,151

SUMMARY
Division of Administrative Hearings
Actual and Estimated Expenditures
and Legislative Budget Request

Appropriation Category	Actual Expenditures FY 1999-00	Estimated Expenditures FY 2000-01	Requested FY 2001-02
Salaries and Benefits	\$5,111,154	\$6,615,231	\$6,781,638
Other Personal Services	376,381	481,242	631,242
Expenses	1,067,486	1,277,520	1;281,022
Operating Capital Outlay	91,335	213,298	124,628
Special Categories Risk Mgmt. Ins.	26,723	<u>19,826</u>	19,826
Total	<u>\$6,673,079</u>	\$8,607,117	\$8,838,356
Positions	75	80	82