



**Janet Carney Croom**  
Circuit Judge

St. Lucie County Courthouse  
312 Courthouse Addition  
218 South Second Street  
Fort Pierce, FL 34950  
Phone: (772) 462-1460

**THE CIRCUIT COURT OF THE  
NINETEENTH JUDICIAL CIRCUIT  
OF FLORIDA**

TO: Guardianship Roundtable Committee Members

FROM: Janet Carney Croom  
Civil Administrative Judge, 19<sup>th</sup> Judicial Circuit

DATE: October 11, 2018

RE: 19<sup>th</sup> Judicial Circuit Guardianship Roundtable

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Dear Committee Members,

It was a pleasure to meet with you at the initial meetings held in the various counties. As a result of those meetings, please find attached the Final Committee Member Contact Lists. The individual committee meetings are set as follows:

Examining Committee	Monday, October 22, 2018	3:00-4:30 p.m.
Audit Procedures	Tuesday, October 23, 2018	3:00-4:30 p.m.
Annual Accounting Forms & Plans	Wednesday, October 24, 2018	3:00-4:30 p.m.
Guardian Advocate	Thursday, October 25, 2018	3:00-4:30 p.m.
Incapacity Procedures	Monday, October 29, 2018	3:00-4:30 p.m.
Civil Litigation for Settlement	Tuesday, October 30, 2018	3:00-4:30 p.m.

For your convenience, you may appear in person at Courtroom 3D, St. Lucie County Courthouse, 218 S Second St., Fort Pierce, FL 34950, via video conference Zoom link: <https://zoom.us/j/7728071111>, or by phone: 1-669-900-6833, Meeting ID: 772-807-1111.

Each Committee will select a chairperson and a secretary. After each Committee meeting, the secretary shall submit the Committee Meeting Minutes to Dominic Virginio at [SLCJudge4@circuit19.org](mailto:SLCJudge4@circuit19.org). The following will be posted on the 19<sup>th</sup> Judicial Circuit Webpage:

- September 13, 2018, Letter from Judge Croom
- October 11, 2018, Letter from Judge Croom
- Committee Member Contact Lists
- Committee Meeting Minutes
- Proposed Written Committee Recommendations (to be circulated amongst entire Roundtable for peer review)
- Final Written Committee Recommendations (addressed to Judge Croom, who will submit to Chief Judge Metzger and guardianship judges)

Margaret Libbey, Public Guardian of Indian River County, shall serve as the Judicial Liaison-Quality and Process Improvement on all Committees, and will oversee that the Committee Recommendations:



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- 1) Comply with current statutes,
- 2) Do not increase the staffing requirements of the Clerks of Court,
- 3) Should be applicable to family and professional guardians,
- 4) Should improve and not complicate the current process and correct obvious flaws,
- 5) Should be able to be replicated circuit-wide,
- 6) Should incorporate best practices.

We are grateful that all four county Clerks of Court are involved in this process. Thank you to everyone for your willingness to help work toward and achieve guardianship best practices.