

**FLORIDA BAR APPELLATE PRACTICE SECTION
ANNUAL MEETING AGENDA**

**June 27, 2019
Boca Raton Resort & Club
501 E. Camino Real, Boca Raton, FL 33432**

**Committee Meetings: 8:30 a.m. to 10:00 a.m., Royal Palm Ballroom V/VI
(Open to all Section members and those interested in joining the Section)**

Executive Council Meeting: 10:15 a.m. to 12:15 p.m., Grand Ballroom A
Call-In Number for Executive Council Meeting: 888-376-5050, Participant Pin: 4218521630#
(Open to all Section members and those interested in joining the Section)

**Moot Court Final Round and Discussion with Florida Supreme Court Justices:
2:30 p.m. to 5:00 p.m., Royal Palm Ballroom V/VI (open to all)**

**Dessert Reception and Presentation of Awards: 9:00 p.m. to 11:30 p.m.
Addison Ballroom East/West (open to all)**

- I. Call to Order – Sarah Lahlou-Amine
- II. Introductions – Sarah Lahlou-Amine
 - A. Nick Shannin, Chair-Elect
 - B. Chris Donovan, Vice-Chair
 - C. Kimberly Jones, Secretary/Treasurer
 - D. Kristin Norse, Immediate Past Chair
- III. Chair’s Report – Sarah Lahlou-Amine (Exhibit A)
- IV. Approval of Minutes for January 17, 2019, Meeting – Kimberly Jones (Exhibit B)
- V. Treasurer’s Report – Chris Donovan (Exhibit C)
- VI. Old Business
 - A. Long-Range Planning Implementation – Tom Hall
 - Diversity & Inclusion Committee – The Hon. Stephanie W. Ray/Jared Krukar
 - Finance Committee – Chris Donovan

- Fellows Committee – Jamie Moses/Courtney Brewer (Exhibit D)
 - High School Moot Court Competition Committee and Recommendations of Delegated Reserves Committee – Brandon Breslow & Ceci Berman
 - APS IOP Project – Kimberly Jones/Nick Shannin
- B. Joint Membership with Government Lawyer Section – Sarah Lahlou-Amine

VII. New Business

- A. 2018-2019 Pro Bono Committee Volunteers – Joe Eagleton (Exhibit E)
- B. Newly Board Certified Attorneys – Kansas Gooden (Exhibit F)
- C. 2019 APS Award Winners
- Adkins Award – Thomas E. Warner
 - John R. Hamilton Pro Bono Award – Joseph H. Lang, Jr.
 - Inaugural Law Student Award – Caitlyn Waksler
- D. 2019 DCA Judges Conference – Nick Shannin
- September 3-5, 2019, in Amelia Island, FL
 - APS EC meeting on September 5
 - Vote to approve registration waiver for two Section members
- E. 2020 Section Retreat – Chris Donovan
- F. Appellate Court Rules Committee Update – Courtney Brewer


VIII. Bar & Section Committee Reports

- A. Communications – Jonathan Streisfeld/Dineen Wasyluk
- B. Continuing Legal Education – Kansas Gooden
- C. Council of Sections – Nick Shannin
- D. Finance Committee – Chris Donovan
- Vote to approve corporate global sponsorship package – Chris Donovan

- E. History – V. Hendricks
- F. Legislation – Courtney Brewer
- G. Outreach – Jared Krukar (Exhibit G)
- H. Pro Bono – Joe Eagleton
- I. Programs – Carrie Ann Wozniak
- J. Publications – Bretton Albrecht
 - Pro Se Handbook – Raemy Charest-Turken
 - The Record – Laura Roe
 - Florida Bar Journal Articles – Tom Seider
- IX. Nominations and Elections, 2019-2020 Leadership – Nick Shannin
- X. Awards and Recognition – Sarah Lahlou-Amine
- XI. Dessert Reception Sponsors – Sarah Lahlou-Amine (Exhibit H)
- XII. Closing Remarks
 - A. Remarks of Outgoing Chair – Sarah Lahlou-Amine
 - B. Remarks of Incoming Chair – Nick Shannin
- XIII. Next Meeting – Sarah Lahlou-Amine
 - A. Executive Council Meeting on September 5, 2019, at DCA Judges Conference, Amelia Island, FL
- XIV. Adjournment – Sarah Lahlou-Amine

EXHIBIT

A

TO: The Florida Bar Board of Governors
FROM: Sarah Lahlou-Amine 
Chair, Appellate Practice Section
DATE: May 1, 2019
RE: Report of Appellate Practice Section for May 24, 2019, Board Meeting

On behalf of the Appellate Practice Section, I appreciate the opportunity to share the Section's work this Bar year with the Florida Bar Board of Governors. As you may know, the Section is in the midst of an action-packed year. With our first-ever trip to Washington, D.C. in the books, we are hard at work implementing all of the exciting ideas from our future planning session conducted in our nation's capital.

Our 2018 Fall Meeting and Retreat in D.C. was filled with special programming, beginning with an evening reception at the Supreme Court of the United States. After conducting ongoing Section business at our Committee and Executive Council meetings, we enjoyed 5.5 hours of CLE programming focused on appellate practice in our nation's capital, including an on-site interactive presentation at the United States Holocaust Memorial Museum. We shared a fine dining experience with Section members and guests, and concluded our official agenda with a robust, professionally facilitated future planning session.

A scholarship program created in connection with our 2018 Fall Meeting and Retreat allowed us to extend an opportunity to two deserving Section members to join us for these special events. My special thanks go to Hala Sandridge, Tom Hall, The Honorable Alan O. Forst, Chris Altenbernd, Carrie Ann Wozniak, Kristin Norse, Nick Shannin, Chris Donovan, Kimberly Jones, Kansas Gooden, and Cheri Wright for all of their hard work in making our D.C. trip a reality, and to all of those who joined us and made it so memorable.

I am proud to report that our implementation plans for several of the action items we identified during our planning session are already underway. The Section is forming an exciting new APS Fellows Program under the leadership of Jamie Moses and Courtney Brewer. This program will allow up to two law students or young lawyers the opportunity to experience all the Section has to offer for an entire Bar year.

The Section is also sponsoring and assisting with the Florida Law Related Education Association's High School Moot Court Competition program. Since taking the lead on this initiative this year, Brandon Breslow helped to create a moot court problem that the students were truly excited about and assembled a team of attorneys to assist with judging various aspects of the competition.

The Section is also happy to announce that one of our many implementation items aimed at facilitating government lawyer involvement in the Section has been completed. A joint membership option is now available for the Appellate Practice Section and the Government Lawyer Section. We enjoyed collaborating with Anthony Miller, Chair-Elect of the Government Lawyer Section, to bring this initiative to fruition.

Another initiative we are excited to launch in the upcoming Bar year is the creation of our Section's Diversity and Inclusion Committee. Formerly an organized effort within our Outreach Committee, the Section is committed to making the important work of this Committee a stand-alone focus. We are grateful to Siobhan Shea, who laid the foundation for this Committee, and to Jared Krukar for the momentum he has built for diversity and inclusion efforts through his continued dynamic approach to Outreach efforts this year. We are honored to have the leadership and guidance of the Honorable Stephanie W. Ray, who will be co-chairing this Committee with Jared Krukar in the Committee's inaugural year.

Our Pro Bono Committee continues to make great strides in its partnership with the statewide Guardian ad Litem program. In addition, in connection with our program in Washington, D.C., the Committee facilitated an opportunity for Section members to volunteer with the Veterans Consortium Pro Bono Program, a D.C.-based organization that provides pro bono counsel to veterans appearing in the United States Court of Appeals for Veterans Claims. We were honored to have Judge Michael P. Allen speak to us about the Court during our CLE program in D.C. The Section is also working on initiatives to address the need for pro bono representation of domestic violence victims in Florida's appellate courts and is working with courts and legal aid organizations to develop means to increase victims' awareness of available pro bono resources.

Our CLE Committee has enjoyed a successful year producing top-notch educational content to appellate and trial lawyers alike. Under the powerful leadership of Kansas Gooden, the Committee is implementing many of the ideas and initiatives identified during our D.C. planning session. This includes the Committee's focus on creating new content, including new practice-based, half-day webinars. Topics include appeals in post-conviction, family, and administrative proceedings. The Committee is also busy planning its three-day intensive Advanced Appellate Workshop, which will take place in August, and which the Section has proudly named after the late Judge William A. Van Nortwick, Jr.

Our Communications Committee is communicating like never before. Our regular social media updates are a credit to the leadership and hands-on work of our Communications Committee Co-Chair, Dineen Wasylik, who has led our Section into the modern age of social media in style. Many thanks also go to our Communications Co-Chair, Jonathan Streisfeld, who manages our ongoing website and email communications. Under his leadership, the Section's website is undergoing a number of updates and changes to make it more informative and more accessible across a wider range of platforms and devices.

The Section's online publication, *The Record*, has also successfully transitioned into a more modern format. Laura Roe, Editor of *The Record*, is using a blog format to explore new ways to reach members through online content. This includes a new Member Spotlight feature now available on the website. Many thanks go to Laura and her team members for their dedication to maintaining such an informative publication throughout this transition. In other Section publication news, Tom Seider, Editor of the Section's articles in the *Florida Bar Journal*, along with the hard-working members of his team, continues to coordinate the regular publication of high-quality articles on timely appellate topics.

Our Self-Represented Litigant Committee, under the leadership of Raemy Charest-Turken, continues to maintain its renowned publication, *The Pro Se Appellate Handbook: Representing Yourself on Appeal*. This handbook is a critical resource used widely by self-represented litigants in Florida. Of course, the success of all of our many publications is a credit to Bretton Albrecht, our Publications Chair, who dedicates her time and talent to ensure that the Section continues to produce timely, quality content for its readers.

Our Legislative Committee, under the steady leadership of Courtney Brewer, continues to do an excellent job keeping the Section apprised of legislative developments and engaging the Section's involvement in matters affecting our appellate courts and judiciary.

Finally, our Programs Committee is gearing up for this year's signature Dessert Reception at the Florida Bar Annual Convention. Programs Committee Chair, Carrie Ann Wozniak, and Vice Chair, Diane DeWolf, have worked hard in planning this year's fun theme, *Rock the Yacht*. Their hard work is sure to pay off with another fantastic event.

Of course, none of this work would be possible without our wonderful administrator, Cheri Wright. Cheri's impeccable planning and attention to detail have helped us continue our current programs with confidence and create new programs knowing we have the steady support needed to maintain them.

Thank you again for the opportunity to share these updates and for your important work on the Board of Governors. Your dedication inspires all of us to promote a spirit of service and professionalism in the Bar.

Sarah Lahlou-Amine

Chair, Appellate Practice Section

EXHIBIT

B

**APPELLATE PRACTICE SECTION
WINTER MEETING of the SECTION and EXECUTIVE COUNCIL**

January 17, 2019 – 12:00 p.m. to 2:00 p.m.

Doubletree by Hilton Orlando at Sea World

10100 International Drive, Orlando, FL 32821

Meeting Minutes

I. Call to Order – Sarah Lahlou-Amine

II. Attendance and Introductions – Sarah Lahlou-Amine

In person: Sarah Lahlou-Amine, Chair; Nick Shannin, Chair-Elect; Chris Donovan, Vice-Chair; Kimberly Jones, Secretary/Treasurer; Kristin Norse, Immediate Past Chair; Courtney Brewer; Andrew Manko; Elaine Walter; Chris Carlyle; Kansas Gooden; Bretton Albrecht; Laura Triplett; G. Raemy Charest-Turken; Eric Levine; Diane DeWolf; Carrie Anne Wozniak; Morgan Weinstein; Alexis Fields; Siobhan Shea; Thomas Hall; Judge Alan Forst; Judge Stephanie Ray; Jared Krukar; Ceci Berman; Matthew Conigliaro; Joseph Eagleton; Heather Kolinsky; Jamie Billotte Moses; Mary Walter; Calianne Lantz; Nicole Ramirez; Amy Farrior; Karla Ellis, Linsey Sims-Bohnenstiehl; Michael Richmond; Manuel Farach; Samuel Alexander; and Daniel Mahfood

On the phone: Judge Morris Silberman; Steve Brannock; Duane Daiker; Jonathan Streisfeld; Brandon Breslow

III. Chair’s Report – Sarah Lahlou-Amine

Chair Lahlou-Amine took a moment to honor the loss of two legal legends - Judge Van Nortwick and Tom Warner. Chair Lahlou-Amine gave remarks on Judge Van Nortwick, and Matthew Conigliaro gave a tribute to Tom Warner. The Section shared a moment of silence in their honor.

Chair Lahlou-Amine addressed the Section's plans for implementation of the ideas raised at the planning session in DC. She briefed the Section on the creation of the Finance Committee and the efforts of Chris Donovan and Cheri Wright to manage the Section's budget and finances. She announced that Brandon Breslow will handle sponsorships for the Committee.

She also addressed the Fellows Program, led by Jamie Moses and Courtney Brewer. The Fellows Program will have a diversity and inclusion focus and will select a third-year law student and a person early in practice to work with the Section for a year. Moses and Brewer are preparing a proposal for the project.

Jared Krukar was appointed to co-chair the Section’s new Diversity and Inclusion Ad Hoc Committee.

IV. Approval of Minutes for October 5, 2018 Meeting – Kimberly Jones

The October 5, 2018, meeting minutes were previously circulated as *Exhibit A* to the meeting agenda. Elaine Walter moved to amend the minutes to reflect her attendance at the Fall meeting. Subject to that amendment, Nick Shannin moved to approve the minutes. Chris Donovan seconded. The motion to approve passed unanimously.

V. Treasurer’s Report – Chris Donovan (Exhibit B)

Vice Chair Donovan reported on the financials attached to the meeting agenda as *Exhibit B*. He reported that revenue is up from increased membership and CLE and that expenses are also up based in part on the retreat. He noted that the proposed budget for 2019/2020 was already approved.

VI. Old Business

A. 2018 Fall Meeting and Retreat Recap – Sarah Lahlou-Amine (Exhibit C)

Chair Lahlou-Amine provided a recap of the 2018 Fall Meeting and Retreat. She thanked all those involved, including Tom Hall, Hala Sandridge, Judge Forst, Carrie Anne Wozniak, Kansas Gooden, Cheri Wright, and the Section’s officers for their collective work in planning the Retreat. She thanked the judicial representatives for attending: Judge Silberman, Judge Lindsey, Judge Forst, and Judge Berger. She also described the events and activities that made up the retreat.

B. Bylaw Amendments Status – Nick Shannin

Chair-Elect Shannin announced that, as hoped before this meeting, the 2017 bylaw amendments were passed. He reported that hope remains for a more streamlined process going forward. Once the Bar's new reform of the process goes through, the Section has some other bylaw amendments that it will be looking at, such as updating the officers' titles and duties.

C. High School Moot Court Competition Committee – Sarah Lahlou-Amine

Chair Lahlou-Amine provided an update on the ad hoc High School Moot Court Competition Committee. Brandon Breslow is assisting in drafting the problem for the program, which is due to Annette Boyd Pitts by February 11, 2019. A request for volunteers was made.

VII. New Business

A. Joint Membership Opportunity with Government Lawyer Section Update – Sarah Lahlou-Amine

Chair Lahlou-Amine reported on the Section's plan to offer a joint membership with the Bar’s Government Lawyer Section, which was approved at the last meeting. The offer would have the same breakdown in terms of fees as the other committees. The plan was up for approval with the government lawyer's section. She will provide further updates at the next meeting.

B. Budgeting for APS Leadership Opportunities and Judicial Representative Attendance (proposed \$3,000 per year amendment to budget line 5531 for officer/member travel/attendance, and proposed \$5,000 increase to 2018/2019 budget line 5561 for judicial representative travel/attendance) – Sarah Lahlou-Amine

Chair Lahlou-Amine proposed an amendment to the budget as follows: \$3,000 per year amendment to budget line 5531 for officer/member travel/attendance, and proposed \$5,000 increase to 2018/2019 budget line 5561 for judicial representative travel/attendance.

For the judicial representatives, the amendment provides \$500 for travel expenses associated with the annual meeting and an additional allotment of \$500 (which can be increased to \$750, depending on the location, for travel expenses associated with Section retreats). The goal is to facilitate judicial representatives' attendance and to encourage the attendance of an alternate when a representative is unable to attend.

Chair-Elect Shannin moved to approve the amendment. Immediate Past Chair Norse seconded. The motion to amend passed unanimously. (Judicial representatives recused themselves from the vote.)

For the \$3,000 amendment for officer travel expenses, this accounts for attendance outside of regular meetings, such as the section leadership conference, which is very important for incoming leadership. This amendment will allow us to have funds allocated in the budget for instances when a member or officer incurs expenses in representing the Section in events deemed important for the Section's business and future.

Chair-Elect Shannin moved to approve the amendment. Jamie Moses seconded. The motion to amend passed unanimously.

C. ECAPI

Matthew Conigliaro proposed a budget amendment related to hosting ECAPI in Tampa in October 2020. He described ECAPI's background as a collection of people from Georgia, Florida, and Alabama who put on the program and rotate it through the various states. ECAPI would like the conference to be linked as a Section program. There are upfront costs for securing a facility that occur in advance of the event. Conigliaro requested that we amend budget line 6311 to add \$5,000 for facility deposits for the 2020 ECAPI. Tom Hall seconded the motion.

Further discussion occurred about the benefits of ECAPI. Regarding finances, Vice-Chair Donovan raised that almost all of the funds are already budgeted for this year. For 2019, with the amendment for officer attendance, the Section is \$1,000 in the positive, and there are uncertainties with CLE revenue and expenses.

Chair Lahlou-Amine advised that this is a timing issue with ECAPI and that the funds will come in as the conference approaches, although the funds going out will occur earlier. Chair Lahlou-Amine called for a vote, and the motion carried unanimously.

D. Development of APS Internal Operating Procedures (IOPs) – Kimberly Jones

Secretary Jones reported on the Section's efforts to develop internal operating procedures. She and Chair-Elect Shannin spoke with the chairs of the Section's committees about preparing protocols for their committees. They will circulate a template for the chairs to use, which is based on a prior handbook provided by Hala Sandridge.

Chair Lahlou-Amine advised that this is an implementation item from our planning session and discussed the benefits of creating a set of internal operating procedures for future leadership.

E. Finance Committee Implementation – Chris Donovan

Vice-Chair Donovan reported on the newly formed Finance Committee. It is comprised of the current Secretary/Treasurer Vice-Chair Donovan, CLE chair Kansas Gooden, programs chair Carrie Ann Wozniak, sponsorship chair Brandon Breslow, and secretary Jones

The goals of the committee are to: (1) take a deep dive into the last ten years of expenses and revenues to identify trends; (2) develop a more comprehensive sponsorship program; and (3) develop the budget in advance.

Further discussion occurred about sponsorships. Tom Hall asked how sponsorship money would impact the budget.

Vice-Chair Donovan commented that if one CLE is sponsored, the money goes to the CLE costs, of which the bar takes a percentage. Cheri Wright discussed how CLEs that are jointly sponsored by the Section and the Bar have their own budget that is not within the Section's budget. Many CLEs are jointly sponsored with the Bar, so that the Bar pays for expenses and takes a percentage of the profit. How the CLE is structured impacts where the sponsorship money goes.

Siobhan Shea suggested reaching out to other sections, including the Family Law Section, to see what they are doing.

Immediate Past Chair Norse discussed that if the sponsorship comes from members, it may take over money that would otherwise go to the annual dessert reception.

F. Section Member Spotlight – Laura Triplett

Laura Triplett announced a new effort for members to introduce themselves to other members of the Section. The Record website contains a link to submit information.

G. Appellate Court Rules Committee Update – Courtney Brewer

Courtney Brewer reported that it was a busy year for the Rules committee. The Friday meeting was the last meeting to get proposals for the 2020 cycle. She recapped some of the major rule changes. She also discussed the results of a Section survey.

VIII. Bar & Section Committee Reports (Exhibit E to Meeting Agenda)

A. Council of Sections – Nick Shannin

Chair-Elect Shannin reported on the Council of Sections' work regarding board certification and how to demonstrate the value of membership in the Section.

B. Continuing Legal Education – Kansas Gooden

Kansas Gooden reported on CLE revenue under the new pricing structure. She noted that new CLE topics have been very successful, while older topics have not been doing as well. Based on these trends, the CLE Committee is focusing on creating new content. She reported on the 2019 schedule and plans for the 2020 CLE schedule.

C. Outreach – Jared Krukar

Jared Krukar reported on the Section's logo and the retreat. He discussed the "bring a buddy program" where members bring a new person to Section meetings. He reported on new subcommittees within the Outreach committee. He also discussed upcoming events, such as the Central Florida Diversity Picnic and International Women's Day with HAWL and GEBA.

D. Pro Bono – Joe Eagleton

Joe Eagleton reported that in the past 18 months with GAL, the Section has assisted in providing over 3100 hours in connection with 137 cases. Using an average hourly rate, that is approximately \$1 million dollars of legal services in the past 18 months. Eagleton reported an active start to 2019 thanks in large part to Chair Lahlou-Amine, who is on the Florida Bar's pro bono committee. They have seen an uptick in referrals to the committee. The committee is exploring expanding its list serv to all Section members, with an option to opt out of the program.

E. Programs – Carrie Ann Wozniak

Carrie Ann Wozniak reported that the Committee is planning the annual dessert reception, and that the theme for the reception will be announced soon.

F. Legislation – Courtney Brewer

Courtney Brewer advised that the committee is watching what is happening during the next legislative session and will have more to report at the June meeting.

G. Publications – Bretton Albrecht

Bretton Albrecht thanked her members for attending a productive committee meeting, which produced many good ideas. She thanked her editors – Tom Seider, Laura Triplett, and G. Raemy Charest-Turken - for their hard work keeping the publications going.

- **Pro Se Handbook** – G. Raemy Charest-Turken

Raemy Charest-Turken reported that conversion of the Handbook into an ADA-compliant version is nearly complete. Next year, the committee will be working on housekeeping updates. She reported that county corrections facilities have requested copies of the handbook. The next update will be in 2020.

Siobhan Shea asked whether the new appellate rules changes are in the most recent publication, and discussed prior funding for paper copies to go to the correctional facilities and how to obtain that funding now.

Charest-Turken advised that those updates will be in the next round of revisions. The current project is to make the existing version ADA compliant to allow it to go live online.

Tom Hall raised the possibility of making electronic copies of the Handbook accessible to prisons.

- **The Record – Laura Triplett**

Laura Triplett reported on the Record and solicited members to volunteer to write for the Record. Triplett advised that the new format of the Record has made it more searchable.

- **Florida Bar Journal Articles – Tom Seider**

Bretton Albrecht reported that the Journal is in great shape with articles in every issue. They have enough, but could use more if anyone would like to write.

H. Communications – Dineen Wasyluk and Jonathan Streisfeld

Chair Lahlou-Amine commended the Communications committee for doing a great job and publishing updates in real time. The committee reported that it is working to secure more resources for social media. The committee also requested meeting photos.

Jonathan Streisfeld reported on the website budget and the comprehensive website update.

I. History – V. Hendricks

Chair Lahlou-Amine reported that V. continues to make history and could use the assistance of volunteers in those efforts to obtain photos and allow the Section to keep a log of its events.

IX. Upcoming Events – Sarah Lahlou-Amine

- A. Florida Supreme Court Historical Society Dinner – February 7, 2019
- B. Central Florida Diversity & Inclusion Picnic – March 23, 2019
- C. Executive Council Meeting, Florida Bar Annual Meeting, June 27, 2019
Boca Raton Resort & Club, 501 E. Camino Real, Boca Raton, FL 33432
Registration and meeting schedule available in April

X. Adjournment

Chair Lahlou-Amine thanked everyone for attending.

Announcements were made at the conclusion of the meeting by Tom Hall, who reported on a meeting regarding election cases, and Andrew Manko, who requested volunteers to judge a first-year moot court competition.

EXHIBIT

C

	May	YTD 2019	FY 18-19 Budget	Budget % Utilized
3001-Annual Fees		\$58,000	\$55,880	103.79%
3002-Affiliate Fees		\$80	\$80	100.00%
Total Fee Revenue	\$	\$58,080	\$55,960	103.79%
3331-Registration-Ticket		\$21,295	\$6,000	354.92%
Total Registration Revenue	\$	\$21,295	\$6,000	354.92%
3351-Sponsorships	\$4,750	\$2,750	\$18,500	14.86%
3391 Section Profit Split	\$10,170	\$58,370	\$25,000	233.48%
3392-Section Differential	\$1,400	\$4,520	\$2,800	161.43%
Other Event Revenue	\$16,320	\$65,640	\$46,300	141.77%
3899-Investment Allocation	(\$13,537)	\$3,358	\$25,007	13.43%
Non-Operating Income	(\$13,537)	\$3,358	\$25,007	13.43%
Total Revenue	\$2,783	\$148,373	\$133,267	111.34%
4131-Telephone Expense		\$566	\$1,000	56.64%
4133-Internet Service			\$100	0.00%
4134-Web Services	\$4,329	\$18,961	\$20,000	94.81%
4301-Photocopying			\$75	0.00%
4311-Office Supplies		\$141	\$175	80.59%
Total Staff & Office Expense	\$4,329	\$19,668	\$21,350	92.12%
5051-Credit Card Fees	\$257	\$991	\$1,550	63.97%
Total Contract Services	\$257	\$991	\$1,550	63.97%
5501-Employee Travel		\$2,496	\$3,355	74.40%
5531-Board/Off/Memb Travel		\$563		0.00%
5561-Judges Travel		\$3,000	\$1,500	200.00%
Total Travel	\$	\$6,059	\$4,855	124.80%
6001-Post 1st Class/Bulk		\$60	\$75	79.68%
6251-Promotion Sponsorship		\$17,650	\$17,400	101.44%
6301-Mtgs TFB Annual Meeting		\$	\$20,000	0.00%
6311-Mtgs General Meeting		\$2,202	\$5,000	44.04%
6319-Mtgs Other Functions	\$24	\$41,005	\$40,000	102.51%
6451-Committee Expense		\$650	\$1,500	43.35%
7001-Grant/Award/Donation	\$938	\$938	\$1,500	62.52%
7999-Other Operating Exp		\$71	\$1,500	4.73%
Total Other Expense	\$962	\$62,575	\$86,975	71.95%
8021-Section Admin Fee		\$25,848	\$25,146	102.79%
8101-Printing In-House		\$24	\$300	8.01%
Total Admin & Internal Expense	\$	\$25,872	\$25,446	101.67%
9692-Transfer Out-Council of Sections		\$300	\$300	100.00%
Total InterFund Transfers Out	\$	\$300	\$300	100.00%
Total Expense	\$5,547	\$115,467	\$140,476	82.20%
Net Income	(\$2,764)	\$32,907	(\$7,209)	(456.47%)

EXHIBIT

D

Mission of the Appellate Practice Section Fellowship Program

The Appellate Practice Section of The Florida Bar (“APS”) is a 1500-person organization whose members include civil and criminal lawyers, plaintiff and defense lawyers, and others interested in the appellate process. Our members practice in state and federal courts throughout Florida and the nation. The purpose of the section is to enhance the role and skills of members of The Florida Bar through study, continuing legal education, the dissemination of materials on matters of interest and concern to the membership, and through the exchange of ideas among section members.

APS is committed to recruiting new and diverse lawyers and law students to join, participate, and ultimately serve in leadership positions in APS. To that end, APS has implemented a Fellowship Program to provide a two-year subsidy to two qualified applicants who express an interest in becoming active in the work and leadership of APS. Selected Fellows will work closely with leading appellate attorneys on engaging with APS leadership. Fellows also will have the opportunity to gain appellate experience, as they will take on one of APS’s pro bono cases with assistance from their mentor. They will also have the opportunity to elevate their presence in the appellate bar by publishing an article in one of APS’s publications or by assisting in putting together a CLE. Our diversity efforts aim to attract members from a wide variety of practice areas. Therefore, while applicants should have an interest in appellate practice, they need not have any experience.

Fellowship Program Description

This program will award two fellowships per year.

Term: Each Fellow will serve a two-year term.

Annual Subsidy: Each Fellow will receive a subsidy of up to \$3000 (not to exceed actual out-of-pocket expenses) to help defray the expense of attending APS meetings. Fellows will also receive complimentary APS membership while they are serving as fellows.

Mentoring: Each Fellow will be assigned a mentor, who is a member of the Executive Council, to assist the Fellow in maximizing his or her experience as a Fellow and attending APS meetings and events.

Participation Requirements: Each Fellow is required to satisfy the following **minimum** participation requirements:

- (1) Attend Executive Council meetings at APS meetings in January and June each year, attend APS meeting at DCA Judges Conference one fall during fellowship; optional attendance at APS retreat during other fall (costs of latter not covered by fellowship stipend);
- (2) Serve as an active member of one APS Subcommittee;
- (3) Take on or assist in representation of one of APS's pro bono cases with supervision from the fellow's mentor; and
- (4) Write an article regarding an appellate issue to be published in one of APS's publications or assist in presenting a CLE.

Given the substantial amount of appellate pro bono matters available, it is anticipated that pro bono case opportunities will be available to accommodate any conflict concerns.

Each Fellow must prepare a work plan which outlines their chosen pro bono project and article topic and submit it to the Fellowship Committee by August 31 of each year. Fellows are required to update the Fellowship Committee on their projects by February 28.

Fellowship Program Applicant Qualifications

Two fellowships are available each year, one for practicing attorneys and one for law students.

- ❖ The Attorney Fellowship is open to all members of The Florida Bar in good standing who have been practicing for fewer than 5 years.
- ❖ Second-year students at any Florida law school may apply for the Student Fellowship, with the expectation that they will serve as a fellow in their third year of law school and first year of practice.

Application Deadline:

Applications must be RECEIVED by March 1, 2020.

Applications can be submitted by mail or e-mail to:

The Florida Bar

Appellate Practice Section Fellowship Program

651 E. Jefferson Street

Tallahassee, FL 32399-2300

ATTN: Cheryl Wright, APS Program Administrator

Email to cwright@floridabar.org

With a copy to the Fellowship Committee Co-Chairs, Courtney Brewer

(cbrewer@bishopmills.com) & Jamie Moses (jamie.moses@hklaw.com). Courtney

and Jamie may also be contacted via email for any questions regarding the APS Fellowship Program.

Application for 2020-2021 Fellowship Program

Appellate Practice Section of The Florida Bar

Name:			
	First	Middle Initial	Last
Address:			
	Firm Name (if applicable)		Position
	Street Address	City	State Zip code

Telephone No.:	Email:
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Law School & Graduation Date/Anticipated Graduation Date:	LLM:
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Fla. Bar No (if applicable):	Years of Practice:
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Diversity Classification: Gender, Race, Ethnic Heritage, Sexual Orientation, Gender Identity, Gender Expression, or Disability¹:

Please describe what, if any, experience you have had with appellate related classes or practice:

Why are you interested in practicing appellate law:

Have you ever been the subject of any disciplinary action by your law school or any Bar association? If yes, please describe in detail the nature of the disciplinary action and the outcome. Attach additional sheets if necessary.

Please state why you are interested in being appointed as a Fellow of the Appellate Practice Section. Attached additional sheets if necessary.

Please describe your involvement in any law school, local, state, voluntary and/or national level bar association, including any leadership positions you currently hold or have held in the past. Attach additional sheets if necessary.

Have you read and do you understand the time commitment associated with being a Fellow?

Are you ready, willing and able to comply with the requirements of serving as a Fellow?

Please list the name, email address and phone number for two professors (if a law student) or two Florida Bar attorneys or judges (if a licensed attorney) who can provide information regarding your qualifications and experience:

Name	Email	Phone
Name	Email	Phone

Please include one writing sample with your application. Additionally, although not required to do so, you may include up to two Letters of Recommendation with this application.

Please submit application and any attachments via email to:

Courtney Brewer, B.C.S.
cbrewer@mills-appeals.com

Jamie Billotte Moses, B.C.S.
jamie.moses@hkclaw.com

¹ Information requested is optional.

Items needing a vote:

- ✓ How much of a stipend
 - We recommend a reimbursement for travel of up to \$3000 for the full two years
 - Figuring \$500/meeting, 2 meetings each year, plus attendance at the DCA Judges Conference
 - We could probably reduce costs to \$2000 for the 2 years if we only required attendance at the January and June meetings.
- ✓ Two versus one fellow
 - Pros for one – start small, increase, see how expenses go
 - Pros for two – allows us to do students and young lawyer, strength/comfort in having someone else involved
- ✓ Do we take applicants every other year or every year so that after the 2nd year, we'd always have four fellows?
 - Every other year pros – less expensive; fewer fellows to supervise
 - Every year pros – More opportunities; don't miss out on great candidates

Proposed timeline:

- ❖ Applications submitted by March 1
- ❖ Selection of fellows by April 1
- ❖ Fellows attend June bar meeting
 - Meet mentor
 - Attend subcommittee meeting
 - Receive pro bono options from Pro Bono Chair, assign pro bono mentor
 - Discuss article options with Publications Chair (or designee)/CLE options with CLE Chair (or designee)
 - Attend EC meeting, dessert reception – recognition at dessert reception
- ❖ Fellows submit work plan that addresses pro bono case and article/CLE idea by August
- ❖ In fall when meeting at DCA Judges Conference, attend EC and subcommittee meeting, meet with mentor; in fall when retreat, optional to attend but no reimbursement
- ❖ Fellows attend January bar meeting
 - Meet with mentor and pro bono mentor
 - Attend subcommittee meeting
 - Attend EC meeting

- ❖ Fellows update work plan re: pro bono case and article in February
- ❖ Fellows attend June bar meeting
 - Meet with mentor and pro bono mentor
 - Attend subcommittee meeting
 - Attend EC meeting, dessert reception
- ❖ In fall when meeting at DCA Judges Conference, attend EC and subcommittee meeting, meet with mentor; in fall when retreat, optional to attend but no reimbursement
- ❖ Fellows attend January bar meeting
- ❖ Fellows submit report detailing pro bono case and article/CLE work by April 1

EXHIBIT

E

Exhibit E

The Appellate Practice Section of the Florida Bar would like to thank the following attorneys who handled a pro bono matter through the Section's Pro Bono Committee during the 2018-2019 Bar year:

Charles Auslander
Nicholas Brown
Jesse Butler
Chris Carlyle
Shannon Carlyle
John Crabtree
Duane Daiker
Manuel Farach
Alexis Fields
Kelly Garcia
Melissa Giasi
Kansas Gooden
Nancy Gregoire
Jessie Harrell
Elizabeth Harris
Kristie Hatcher-Bolin
Amie Kozan
Jane Kreuzler-Walsh
Valerie Linnen
Margaret Matthews
Jamie Moses
Logan Murphy
Amanda Neff
Randall Reder
Dan Rogers
Hala Sandridge
Tracy Segal
Stephanie Serafin
Joshua Spector
John Thornton
Rebecca Vargas
Janelle Weber
Morgan Weinstein
Sarah Weitz
Yanina Zilberman

EXHIBIT

F

Exhibit F

The Appellate Practice Section of the Florida Bar would like to congratulate the following attorneys who recently became board-certified in appellate practice:

Charles Morris Auslander

Marc James Ayers

Erik Pelletier Bartenhagen

Rhonda Burns Boggess

Jesse R. Butler

Jeffrey B. Crockett

Michael T. Davis

Alexis Fields

Kevin David Franz

Kristie L. Hatcher-Bolin

Jennifer Erin Jones

Paulo R. Lima

David Rosenberg

Stephen F. Rosenthal

Daniel Marc Schwarz

Thomas J. Seider

Stephanie L. Serafin

Morgan Lyle Weinstein

EXHIBIT

G



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Memorandum

To: Sarah Lahlou-Amine, Tom Hall, Cheri Wright
From: Jared M. Krukar
Date: May 1, 2019
Re: Outreach Committee Progress on Retreat
Action Items

Sarah, Tom, Cheri,

Please accept this as the Outreach Committee's report on its progress and priorities in addressing the action items identified at the Washington D.C. retreat last October. The following objectives are those that Outreach was assigned to target.

Objective #1: Increase awareness and perceived value of retaining and engaging an appellate practitioner.

At any given time, Outreach has several APS liaisons appointed to many other sections and standing committees within The Florida Bar. That said, there are not enough active members of our committee to have a liaison to every organization. Further, it has been a challenge ensuring that the current liaisons are active in their roles—several of them are very active, but the majority are not. My understanding is that this has been a perpetual issue—past chairs of this committee have reported similar difficulties, regardless of changes in reporting requirements and assigned tasks. Thus, how the liaison program will work in the future is something that is currently a topic of conversation, and it should be addressed the next time the Outreach Committee operating procedures are revised.

Outreach has gladly taken the lead in representing the Section at events sponsored by the Section. Since the Winter Meeting, the Section has co-hosted an International Women's Day event with the Hillsborough Association of Women Lawyers and the George Edgecomb Bar Association and sponsored the Central Florida Diversity and Inclusion Picnic. The APS, through the presence of several Outreach members, had a significant and noticeable presence at both of those events, raising APS banners and giving out stickers and pencils while interacting with the attendees.

Outreach is working to further the great work Sarah and Cheri did in getting the joint APS/GLS off the ground by building that relationship. We are coordinating with the GLS to swap

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representatives and have a moment to speak about our section during the GLS EC meetings at the upcoming conference. In fact, we are currently trying to set up a similar arrangement with several other sections—to put a face on our section at other sections' EC meetings.

Objective #2: Recruit a diverse, cross section of attorneys in order to evolve into a more representative, inclusive section.

We brought a few buddies with us to the Winter Meeting, and plan to do so again at Annual. It may be worthwhile to include in the next announcement email to the Executive Council a request for councilmembers to bring a buddy of their own if they are aware of anyone from their locale that might be interested.

“Pipeline” activities are continually investigated. As I reported at the last conference, I tried out a test visit to the Second DCA with a local high school, and it all went very well. Others in our committee have their own events that we are looking to for guidance. Similar pipeline activities will likely become projects for the soon-to-be-created Diversity Committee.

As discussed above, Outreach has focused much of its efforts on diversity events, as it has for the past two years. As such, we have been reaching out to as broad a cross-section of attorneys and future attorneys as possible. Whether that has a quantifiable impact has yet to be determined.

Other items in this objective have not been emphasized based on prioritization of resources.

Objective #3: Foster relationships, community, collegiality, knowledge sharing and future leaders among appellate practitioners.

As a stepping stone towards hosting a full orientation for new members (which may not be feasible depending on how many new members we have at any given time), Outreach will host a welcome table at the upcoming committee meetings. We will have someone tending to the table and welcoming people that are coming to their first meeting, explaining the different committees, asking them about their interests, and then introducing them directly to people at committee tables.

If I can provide any further information, please do not hesitate to ask.

Best regards,

A handwritten signature in blue ink, appearing to read "Jared M. Krukar".

Jared M. Krukar

EXHIBIT

H

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