

The Disclosure Statement

A publication of the U.S. Bankruptcy Court, Northern District of Florida

Administrative Order Modifying the Means of Filing Pleadings by Self-Represented Parties (AO 23-001)

Chief Bankruptcy Judge Karen K. Specie signed Administrative Order No. [23-001](#) on May 25, 2023, permanently authorizing the filing of pleadings and documents via email and facsimile, as well as other means, by self-represented debtors in order to continue providing the most efficient and effective access to filing documents with this court. This Order replaces Amended Administrative Order 20-005, which has been vacated. Administrative Order 23-001 also contains instructions and reminders to self-represented parties regarding formatting, signatures, and fees.

COVID-19 Court Operations Update

In April, President Biden signed the Resolution officially ending the COVID-19 Public Health Emergency effective May 11, 2023. The procedures detailed in the "COVID-19 webpage" of this Court's website have been adopted as "standard procedures," as applicable, and are available on other pages of our website for your information and reference.

Our Court is fully operational including the availability of intake counters, PACER terminals in the lobbies of both Clerk's Office locations, courthouse accessibility, and the resumption of in-person hearings, as scheduled. Please see our website at <https://www.flnb.uscourts.gov/news/covid-19-court-operations-update> for more detailed information. You may email our Help Desk at CMECF_HelpDesk@flnb.uscourts.gov with questions.

Inside this Issue

News & Views From the Bench

Pg

[2](#)

Help Desk Hints: Update to Contact Information

[4](#)

The Clerk's Corner

[5](#)

Means Test Figures Revised

[5](#)

Help Desk Hints: Attorneys Affiliated with Multiple Firms

[5](#)

Motions Without Orders

[5](#)

Tropical Weather Preparedness

[6](#)

FLNB Mile Markers

[6](#)

FLNB Caseload Statistics

[7](#)

Federal Holiday Closures

[8](#)

Court Contact Information

[8](#)



News & Views from the Bench

Honorable Karen K. Specie

THE SECOND QUARTER of 2023 has flown by much like the first! Somehow, in the blink of an eye, we are halfway through the year. As hurricane season has begun, I encourage you all to stay safe.

POTENTIAL ADDITIONS TO NEGATIVE NOTICE LIST

To further simplify and streamline cases and proceedings, the Court is considering, subject to Clerk's office review of internal procedures, adding the motions listed below to its Negative Notice list, as has the Bankruptcy Court for the Middle District of Florida. ***Please carefully review the list below, and submit any comments, objections, or suggestions to FLNB_Response@flnb.uscourts.gov within thirty (30) days from the date of this newsletter.***

CHAPTER 7:

- Application for Compensation for Special Counsel (with special NN legend)
- Application/Motion to Pay
- Motion for Approval of Permanent Mortgage Modification Agreement
- Motion for Leave to Withdraw as Counsel (provided it complies with FLNB and FLND Local Rules)
- Motion to Extend Time to File a Motion to Dismiss Case Pursuant to 11 U.S.C. § 707(b)
- Motion to Extend Time to Object to Discharge or file Complaint to Determine Dischargeability
- Motion/Notice of Intent to Abandon Property filed by Trustee

CHAPTER 11:

- Application for Final Compensation (with special NN legend)
- Application for Interim Compensation (with special NN legend)
- Application for Compensation for Special Counsel (with special NN legend)
- Application to Employ/Retain a Professional (14-day notice required); under Fed. R. Bankr. P. 6003, orders may be submitted after expiration of 21 days from the filing of the petition
- Application/Motion to Pay
- Motion for Approval of Permanent Mortgage Modification Agreement
- Motion for Leave to Withdraw as Counsel (provided it complies with FLNB and FLND Local Rules)
- Motion/Notice of Intent to Abandon Property filed by Trustee or Debtor in Possession
- Motion to Vacate Mortgage Modification Mediation Order

CHAPTERS 12 & 13:

- Application for Compensation filed by Chapter 7 Trustee's Attorney in Converted Case (with special NN legend)
- Application for Compensation for Special Counsel (with special NN legend)
- Application/Motion to Pay
- Motion for Approval of Permanent Mortgage Modification Agreement
- Motion/Notice of Intent to Abandon Property filed by Trustee
- Motion to Vacate Mortgage Modification Mediation Order

Continued on Page 3

Adversary Proceedings:

- Motions to amend pleadings
- Motions for leave to intervene
- Motions regarding joinder or substitution of parties
- Motions related to discovery

REMINDERS

FINAL EVIDENTIARY HEARINGS: Carefully review docket entry notices for deadlines to serve exhibit and witness lists. If the parties do not timely file witness and exhibit lists prior to a trial or evidentiary hearing, the Court will assume the parties do not intend to proceed and may cancel the hearing.

PROPOSED ORDERS: Submit proposed orders in a timely fashion. If the order is not timely, the motion or pleading may be denied. For guidance on submitting orders timely, see: <https://www.flnb.uscourts.gov/faqs/when-should-i-submit-proposed-order>.

REAFFIRMATION AGREEMENTS: The Bankruptcy Code does not allow the Court to issue a discharge when a Reaffirmation Agreement with a presumption of undue hardship is pending. See Fed. R. Bankr. P. 4004(c)(1)(k).

PRO BONO HONOR ROLL

These attorneys have handled, or are handling, cases pro bono so far this year: **India Footman, Kevin Forsthoefel, Samantha Kelley, and Trey Wright.**

These attorneys have volunteered for the **RAP (Reaffirmation Assistance Program)**, sponsored by the NDFLBBA: **Robert Bruner, Marybeth Colon, Jodi Dubose, Samantha Kelley, Scott Manion, Michael Niles, Brian Rich, Logan Sliva, Trey Wright, and Michael Wynn.**

Please thank these attorneys! Every time an attorney donates his or her time to a case or debtor, it benefits the Court and each of you. And please volunteer for the Pro Bono Initiative, by calling 866-944-6421. For more information, visit: <https://www.flnb.uscourts.gov/ndflbba-pro-bono-initiative>.

UPCOMING SEMINARS AND CONFERENCES

Jacksonville Bankruptcy Bar Association 2023 Annual Seminar — August 11, 2023; Marriott Sawgrass Hotel, Jacksonville, FL: <https://jacksonvillebankruptcybar.org/event/save-the-date-2023-annual-seminar>

Florida Bar Business Law Section (BLS) Annual Labor Day Retreat — September 1–4, 2023; Naples, FL: <https://flabizlaw.org/calendar/#!event/2023/9/1/bls-annual-labor-day-retreat>

NDFLBBA 2023 Annual Cocktail Reception, Meeting and Seminar — September 28–29, 2023; The Henderson Beach Resort, Destin, FL.

The Michael G. Williamson View From the Bench — Live, November 2, 2023 (Tampa, FL) & November 3, 2023 (Miami, FL).

Continued on Page 4

Patience is not just the ability to wait, it's the courage to endure the wait without losing hope.

~ Anonymous, Contributed by Travis Green, Chief Deputy Clerk

News & Views from the Bench, Continued from Page 3

CELEBRATIONS - CONGRATULATIONS*



Zaylee Hill, daughter of India Footman Esq., will be representing the State of Florida in the USATF (United States of America Track and Field) Junior Olympics of 2023! Here's a message from Ms. Footman:

"My daughter, Zaylee Hill, is a member of Tallahassee Zoom Track Club. She competes in the 100m race, 200m race, and long jump. To date, she has won 13 gold medals, 4 silver medals, and 1 bronze medal for an outstanding first season. It is now championship season and Zaylee is looking forward to competing at the USATF Junior Olympics in Eugene Oregon this summer with entries in the 100m and 200m race. We are so proud of her hard work and commitment to the sport. She is a champion inside and outside of the classroom and we are so elated to see her shine."

RUN, ZAYLEE, RUN – WE WILL ALL BE CHEERING FOR YOU!

**If you have a family or professional event or milestone that you would like featured here, please submit a brief article (maximum 120 words) and photo (optional) to Julie Gibson at Julie.Gibson@flnb.uscourts.gov. Do not submit information that may create a personal safety issue for you or your family. The Court will publish a maximum of one contribution per issue on a first-submitted, first- published basis.*

IWIRC: TABLE FOR EIGHT

On May 16, 2023, Judge Specie hosted a "Table for Eight" event, sponsored by IWIRC (International Women's Insolvency & Restructuring Confederation). A Table for Eight event serves as an informal setting for young professionals and law students to network with judges and seasoned restructuring professionals.

The event began with a guided tour of the historic bankruptcy courthouse in Tallahassee and culminated with good food and camaraderie at a local rooftop restaurant!

Attendees included (from left to right, starting at the top row): Ch. 13 Trustee, Leigh Duncan (image partially blocked), Mary Colon, Esq., Angela Scott, Esq., Laura Moore and Jessica Balogun, FSU Law, Nikita Kul-karni, Cassandra Crosby and Brandi Granderson, Judge Specie's Law Clerks, India Footman, Esq., Judge Karen Specie, and Samantha Kelley, Esq.



New Event Regarding Contact Information Update

The new paperless *Notice of Change in Counsel Contact Information* event was created to generate a Notice of Electronic Filing (NEF) to electronic case participants when an update to an attorney's PACER information changes their name, firm name, mailing address, and/or email address.

This event is not to be used to file a substitution of counsel and is only to be used as an "FYI" when the contact information for an attorney of record changes. Please contact our Help Desk at CMECF_HelpDesk@flnb.uscourts.gov for more information.

The Clerk's Corner

By Traci E. Abrams, Clerk of Court

The Administrative Office of the United States Courts (AO) supports various advisory councils, working groups, and temporary duty assignments. Members of these groups are selected across 90 bankruptcy courts, 94 district courts, and the appellate courts. I am proud to report that three members of our Clerk's Office have been selected to serve. I was selected to serve on the Judicial Programs and Services Advisory Council (JPSAC). The JPSAC is the Judiciary's first council specifically focused on the needs of judges and chambers staff and has the broadest scope of all advisory councils. Director of Court Operations Tammi Boswell was selected to serve on the Case Management Modernization Workflows User Group. The goal of the Case Management Modernization Project is to research and discover or develop secure software to replace NextGen. Last but not least, my Information Technology Security Officer and cloud computing expert, Wade Feltman, was selected to work on an Extended Collaborative Temporary Duty Assignment for the AO's Cloud and View department. His role is to support the national, AO-hosted Cloud and View cost-containment program which supports network access via cloud-based centralized servers.

Means Test Figures Revised

Effective May 15, 2023, the IRS National Standards for Bankruptcy Allowable Living Expenses (BALE), Local transportation Expense Standards, and the Administrative Expense Multipliers were updated. This update follows an update to the Census Bureau Median Income Data effective April 1, 2023.

Visit <https://www.justice.gov/ust/means-testing> on the website for the U.S. Trustee Program for more information.

HELP DESK HINTS...

Attorneys Affiliated with Multiple Law Firms

Attorneys affiliated with multiple firms must be certain they are using the correct login and that their authorized Filing Agents are selecting the appropriate attorney account when filing documents in CM/ECF to prevent creating multiple debtor attorney associations in the case. Failure to file documents using the correct login could also impact timely NEF delivery. If you realize you have made this error, please contact our office to get assistance in resolving the issue.

Motions Without Orders

A recent review of pending motions in CM/ECF determined there are many motions and applications for which proposed orders have not been submitted. Many of these required no hearing but for many others, a party was directed to submit an order as the result of a hearing and the proposed order was not received.

Please recall that N.D. Fla. LBR 9072-1 (E) requires that "all orders should be submitted within three (3) business days after the date of the hearing or expiration of the response deadline," unless directed otherwise. Failure to submit a proposed order may result in the Court taking action on non-compliance with the Local Rules or directives by the judge, or denying the motion or application for want of prosecution.

Tropical Weather Preparedness

The NOAA "predicts a near-normal 2023 Atlantic hurricane season." The geographic boundaries of the Northern District of Florida comprise roughly the areas from Gainesville and Ocala in the east, north to the state line, and west to the Alabama boarder which means we have miles and miles of coastline and flood-prone areas in this district. We must be prepared to adapt and change course quickly, both in our personal lives and where the court may be concerned.

We want to remind you that, should we need to close one or more offices or reschedule or relocate court due to severe weather, you will be advised through phone message recordings, instant notifications of *Court Announcements & News* posted to the Court's website, and/or mass email to all registered users of our CM/ECF system. For situations affecting court hearings, a notice rescheduling or relocating those hearings will also be docketed as quickly as possible.

To ensure that you receive all notifications from our office:

- Sign up for the RSS Feed on the home page of our website to receive instant notification of Announcements.
- Ensure that the "uscourts.gov" domain is listed as a "safe" domain with your email and/or internet service provider to prevent emails from being rejected as "spam."

During periods of inclement weather, call before visiting or attending court to ensure the courthouse is open. You may reach us at (850) 521-5002 (Tallahassee local calling area) or (888) 765-1752 (toll free) or by email at CMECF_HelpDesk@flnb.uscourts.gov.

We take great pleasure in recognizing the following people who have cause to celebrate a milestone their Judiciary careers:



Sloane Akinsanya, Case Administrator —Tallahassee

In April we celebrated Sloane's five years of federal service with the Northern District of Florida! Before joining our court, she was employed by the state court for 13 years fulfilling various roles. As a bankruptcy Case Administrator, Sloane handles approximately 20% of our district's caseload – all chapters, all types of cases, and across all divisions – while also providing training to new employees in the Court Operations division, serving as a backup Courtroom Deputy Relief as to calendaring, providing internal processing of the UST's annual 341 and confirmation dates, monitoring PACER quarterly activity reports, and a host of other duties. With almost 20 years of combined court experience, knowledge, and know-how, she is invaluable to our office and often, she is a calming presence and a quiet smile in the chaos of our days. Congratulations, Sloane!



Kent Rosenbaum, Systems Manager—Tallahassee

We wish to express congratulations to our Systems Manager, Kent Rosenbaum, on his graduation from the Federal Court Leadership Development Program (FCLDP). The FCLDP is a 12-month program for judiciary staff to help prepare them for future leadership roles. Through the FCLDP, Kent learned ways to strengthen his skills in the following competencies: communication, composure, inspiration, integrity and trust, interpersonal savvy, mission-focused, personal and professional development, and results-driven.

**U.S. Bankruptcy Court for the Northern District of Florida
2023 Caseload Activity through May 31, 2023**

Bankruptcy Case Openings	GVL	PNS	TLH	PCY	TOTAL
Ch 7	67	274	139	61	541
Ch 11	4	8	5	3	20
Ch 12	0	0	0	0	0
Ch 13	29	103	65	24	221
Ch 15	0	0	0	0	0
Total	100	385	209	88	782

Bankruptcy Case Activity	GVL	PNS	TLH	PCY	TOTAL
Reopenings	1	2	4	2	9
Split Cases	0	0	0	0	0
Interdistrict Transfer Cases	1	0	2	1	4
Intradistrict Transfer Cases	0	0	0	0	0
Conversions	1	4	5	0	10
Stay Motions	10	52	42	23	127

Bankruptcy Case Closings	GVL	PNS	TLH	PCY	TOTAL
Ch 7	60	225	106	56	447
Ch 11	0	2	5	2	9
Ch 12	0	0	0	0	0
Ch 13	20	72	60	27	179
Ch 15	0	0	0	0	0
Total	80	299	171	85	635

Adversary Case Openings	GVL	PNS	TLH	PCY	TOTAL
	4	6	4	4	18

Adversary Case Closings	GVL	PNS	TLH	PCY	TOTAL
	1	3	2	1	7

Pro se Cases Filed:	GVL	PNS	TLH	PCY	Total
Ch 7	7	12	18	6	43
Ch 11	0	0	0	0	0
Ch 12	0	0	0	0	0
Ch 13	11	17	9	3	40
Ch 15	0	0	0	0	0
Total	18	29	27	9	83

The monthly and year-to-date caseload information for this court are published to our website no later than the 15th of each month at <https://www.flnb.uscourts.gov/court-filing-statistics>. For questions or more information, please contact Julie Gibson at Julie_Gibson@flnb.uscourts.gov.



U.S. Bankruptcy Court Northern District of Florida

Chief Bankruptcy Judge Karen K. Specie
Traci E. Abrams, Clerk of Court
110 East Park Avenue, Suite 100
Tallahassee, Florida 32301
(850) 521-5001 / (866) 639-4615

Please direct questions or comments about this newsletter to Julie.Gibson@flnb.uscourts.gov.

Keep Your Four-Legged Friends Safe During Holiday Celebrations

For tips to protect and safeguard your animals during holiday fireworks, visit the websites of the [Humane Society of the United States](#), the [American Veterinary Medical Association](#), or contact your local animal shelter for more information.



Federal Holidays

The Court and Clerk's Office will be closed on the dates listed below in observance of the following national holidays:*

July 4	Independence Day
Sept 4	Labor Day
Oct 9	Columbus Day
Nov 10*	Veterans Day
Nov 23	Thanksgiving Day
Dec 25	Christmas Day
Jan 1	New Year's Day
Jan 15	Birthday of Dr. Martin Luther King, Jr.
Feb 19	Washington's Birthday
May 27	Memorial Day
June 19	Juneteenth Nat'l Independence Day

*Observance of a holiday that falls on a Saturday or Sunday pursuant to 5 U.S.C. 6103(b) and/or Exec. Ord. 11582, Feb. 11, 1971.

Contact Us

Audrey Thurman, Case Administrator	(850) 470-3061
Carolyn Romine, Case Administrator	(850) 470-3062
Janet Weems-Cainion, Courtroom Deputy & Calendar Clerk	(850) 521-5009
Jestin Hawkins, Case Administrator	(850) 521-5016
Latonia Isom, Court Operations Specialist	(850) 521-5012
Sloane Akinsanya, Case Administrator	(850) 521-5010
Tammi Boswell, Director of Operations	(850) 521-5011
Clerk's Office Main Line	(850) 521-5001
Help Desk	(850) 521-5001 or (866) 639-4615
Help Desk Email	CMECF_HelpDesk@flnb.uscourts.gov

*Clerk's Office phones are answered 9:00 a.m. to 4:00 p.m., Monday through Friday, except on federal holidays or other days the court is closed. Case Administrators may assist with procedural or CM/ECF questions only. **We are not permitted to answer legal questions or to provide guidance as to the content or types of documents that may be required.***