

**IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT
THE STATE OF FLORIDA**

ADMINISTRATIVE ORDER: A-2025-12

**IN RE: APPOINTMENT TO THE FIFTH JUDICIAL CIRCUIT CERTIFIED
CIVIL PROCESS SERVER REVIEW BOARD**

AND

RESCINDING AND REPLACING ADMINISTRATIVE ORDER A-2020-31-A

WHEREAS, in keeping with the public trust and legal importance of proper service of process, pursuant to 48.29(4), Florida Statutes, Administrative Order A-2008-21-C was entered to ensure proficiency and professionalism in the service of civil process for those process servers whose names are included on the Fifth Judicial Circuit Certified Process Server List; and

WHEREAS, it has been established by Administrative Order A-2008-21-C that a special need exists in the Fifth Judicial Circuit to have a Certified Civil Process Server Review Board to monitor the certification, conduct and professionalism of persons certified pursuant to said Administrative Order and Section 48.25, et seq., Florida Statutes; and

WHEREAS, the Certified Civil Process Server Review Board shall be composed of one (1) Certified Civil Process Server, one (1) licensed attorney who is a member of the Florida Bar, one (1) representative of a Clerk of Court within this Circuit who is familiar with the service of process, one (1) representative of the law enforcement community in this Circuit who is familiar with the service of process and one (1) additional individual to be determined by the Undersigned, Chief Judge;

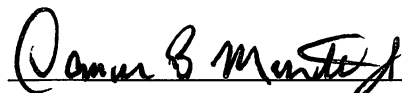
WHEREAS, the term of service for the members of the Board as established and appointed by Administrative Order A-2020-31-A have expired;

IT IS THEREFORE,

ORDERED and ADJUDGED as follows:

1. The following individuals are appointed as members of the Certified Civil Process Server Review Board:
 - a. Joseph W. Groeneveld, as a Certified Civil Process Server;
 - b. Gary James Cooney, Esquire, as a licensed attorney who is a member of the Florida Bar;
 - c. Debbie Kennedy, as a representative of a Clerk of Court within the Circuit who is familiar with the service of process;
 - d. Penni S. Norris, State Attorney Investigator in and for the Fifth Judicial Circuit;
 - e. Master Corporal Quinn Sampson of the Marion County Sheriff Office, as a representative of Law Enforcement .
2. The Board shall have all powers, duties, and obligations as set forth in Administrative Order A-2008-21-C.
3. This Appointment is effective as of July 23, 2023, and each appointee, shall serve a three (3) year term.

DONE and ORDERED *nunc pro tunc* July 23, 2023 in Chambers at Brooksville, Hernando County, Florida this 3rd of April 2025,



The Honorable Daniel B. Merritt, Jr.
Chief Judge, Fifth Judicial Circuit