

2011

COUNTY AND DISTRICT CLERKS LEGAL EDUCATION PROGRAM



April 27–29, 2011

Austin Marriott North ▪ Round Rock, Texas

Earn up to 14.25 Hours of Continuing Education Credit including
1.00 Hour regarding Registry Funds Handled under Chapter 117, and
1.00 Hour regarding Fraudulent Court Documents and Fraudulent Document Filings

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WEDNESDAY MORNING, APRIL 27, 2011

COUNTY AND DISTRICT CLERKS ASSOCIATION OF TEXAS MEETINGS

Marriott Hotel - Austin Room

- 8:30 a.m. Executive Board Meeting
9:30 a.m. Full Board Meeting
10:45 a.m. By-Laws Committee Meeting
11:00 a.m. Legislative Meeting
12:00 p.m. Adjourn

WEDNESDAY AFTERNOON, APRIL 27, 2011

Presiding Officer:

Hon. Joyce Hudman, County Clerk,
Brazoria County, Angleton, TX

12:00 p.m. Registration Opens

Includes complimentary refreshments.

1:00 p.m.

Call to Order and Pledge of Allegiance

Hon. Heather Hawthorne, County Clerk, Chambers
County, Anahuac, TX

Invocation

Hon. Marc Hamlin, District Clerk, Brazos County,
Bryan, TX

Welcome and Announcements

Hon. Joyce Hudman, President, CDCAT,
County Clerk, Brazoria County, Angleton, TX

1:15 p.m. .75 hr

Preservation Projects

On November 16, 2009, the Supreme Court of Texas created the Texas Court Records Preservation Task Force and charged it with collecting information from counties on the current state of historic Texas local court records, and developing a plan to address the need to preserve and protect those valuable records, with a final report and recommendations due to the Supreme Court in September 2011. The speaker, the Vice-Chair of the Task Force, gives an update on the Task Force's work and discusses its future goals.

Mark Lambert, Texas General Land Office, Austin, TX

2:00 p.m. .50 hr

Criminal Procedures Refresher Course

From the issuance of capias, subpoenas and Writs of Attachment to the reimbursement of witnesses.

Hon. Marc Hamlin, District Clerk, Brazos County,
Bryan, TX

2:30 p.m. .50 hr

Procedures for Approving Civil Bonds

Writ of Garnishment before Judgment; Petition for Writ of Sequestration; Petition for Temporary Injunction; and Temporary Restraining Orders (Civil).

Stephen W. Sather, Barron & Newburger, P.C.,
Austin, TX

3:00 p.m. .50 hr

Inmate Mail

Jennifer Smith, Program Supervisor for Offender
Mail System, Texas Department of Criminal Justice,
Huntsville, TX

3:30 p.m. Break

PROFESSIONAL NETWORKING CONCURRENT SESSIONS I

3:45 p.m. 1.00 hr

Combination Clerks Professional Networking

Moderator:

Hon. Brenda Hudson, County and District Clerk,
Swisher County, Tulia, TX

Panelists:

Hon. Joyce Herridge, County and District Clerk,
Borden County, Gail, TX
Hon. Barbara K. Hoffman, County and District Clerk,
Concho County, Paint Rock, TX
Hon. Bella A. Rubio, County and District Clerk,
Real County, Leakey, TX

3:45 p.m. 1.00 hr

County Clerks Professional Networking

Moderator:

Hon. Julie Smith, County Clerk, Potter County,
Amarillo, TX

Panelists:

Hon. Renee Calhoun, County Clerk, Randall County,
Canyon, TX
Hon. Teresa Kiel, County Clerk, Guadalupe County,
Seguin, TX
Hon. Nancy E. Rister, County Clerk, Williamson
County, Georgetown, TX
Hon. Beth A. Rothermel, County Clerk, Washington
County, Brenham, TX

3:45 p.m. 1.00 hr

District Clerks Professional Networking

Moderator:

Hon. Robyn Flowers, District Clerk, Walker County,
Huntsville, TX

Panelists:

Hon. Patti L. Henry, District Clerk, Chambers County,
Anahuac, TX
Hon. Laura Hinojosa, District Clerk, Hidalgo County,
Edinburg, TX
Hon. Patricia Oyerbides, District Clerk, Ward County,
Monahans, TX

4:45 p.m. Adjourn

THURSDAY MORNING, APRIL 28, 2011

Presiding Officer:

Hon. Bena Hester, County and District
Clerk, Briscoe County, Silverton, TX

7:30 a.m. Conference Room Opens

Includes continental breakfast.

8:00 a.m. 1.00 hr

Registry of the Court:

Identifying, Calculating and Accounting

Hon. Jeane Brunson, County Clerk, Parker County,
Weatherford, TX
Hon. Tammy Kneuper, District Clerk, Bandera County,
Bandera, TX

9:00 a.m. Break

9:15 a.m. 1.00 hr

Preparing for the Audit Process

Court Cost Collections Q&A.

Jim Lehman, Office of Court Administration,
Austin, TX

10:15 a.m. .75 hr

Appeals Process

Ryan Kellus Turner, Texas Municipal Courts Education
Center, Austin, TX

11:00 a.m. .75 hr

Securing Records Against Deterioration and Theft

Learn how to prevent the deterioration and theft of records through climate control, security and digitization. This session also discusses potential sources of grant and donor funding for preserving historical records.

Angela Ossar, Texas State Library and Archives
Commission, Austin, TX

THURSDAY AFTERNOON

Presiding Officer:

Hon. Sheri Woodfin, District Clerk,
Tom Green County, San Angelo, TX

LUNCHEON PRESENTATION

11:45 a.m. **Pick Up Box Lunch**
Included in conference registration fee.

12:00 p.m. .50 hr

Think Your Way to Success

Jim Gentil, Positive People Power!, Austin, TX

12:30 p.m. **Break**

12:45 p.m. .75 hr

Purchasing Laws, Rules and Procedures

Beth Fleming, Denton County Purchasing, Denton, TX

1:30 p.m. 1.00 hr

Probate

Practical aspects of guardianship law; notice and citation in probate court; heirship proceedings; the role of the ad litem; dependent administration; independent administration; problems of judges and clerks in small counties; responsibilities of the probate clerk; bonds, inventories and accountings; mental health law.

Hon. Jacques L. Blanchette, Tyler County Judge,
Woodville, TX

2:30 p.m. **Break**

PROFESSIONAL NETWORKING CONCURRENT SESSIONS II

COUNTY AND COMBINATION CLERKS

2:45 p.m. .50 hr

Railroad Commission of Texas on Applications, including Oil and Gas

Doug Johnson, Railroad Commission of Texas,
Austin, TX

3:15 p.m. .50 hr

Birth and Death Records

Requirements; No ID; Limited to only certain people.
Victor Farinelli, Bureau of Vital Statistics, Austin, TX

3:45 p.m. .50 hr

Beer and Wine: Texas Alcoholic Beverage Commission

An update on recent changes by the TABC.

Amy Harrison, Texas Alcoholic Beverage
Commission, Austin, TX

4:15 p.m. .50 hr

2011 Cattle Brand Registration Update

The Texas and Southwestern Cattle Raisers Association's Executive Director for Law Enforcement and Livestock Identification provides an update on cattle brand registration procedures. The Association's Manager of Information Technology is available to answer questions from clerks transitioning to the web-based online re-registration process.

Larry Gray, Texas and Southwestern Cattle Raisers
Association, Fort Worth, TX
Tim Niedecken, Texas and Southwestern Cattle
Raisers Association, Fort Worth, TX

4:45 p.m. **County and Combination
Clerks Sessions Adjourn**

DISTRICT CLERKS

2:45 p.m. .33 hr

Office of Capital Writs

The Director and an attorney from the new Office of Capital Writs provide an overview of the office and answer questions about record requests.

Brad D. Levenson, Office of Capital Writs, Austin, TX
Chakira T. Hunter, Office of Capital Writs, Austin, TX

3:05 p.m. .83 hr

Office of the Attorney General Child Support Division

This session discusses county contracts and provides an overview of the Texas Child Support Enforcement System (TXCSES) website and the Texas Child Support Disbursement Unit.

Honey Bellemans, Office of the Attorney General,
Child Support Division, Austin, TX
Robert Canales, Office of the Attorney General,
Child Support Division, Austin, TX

3:55 p.m. .50 hr

Confidential Cases and Access to Records: CPS, Juvenile and Adoptions

Ted Wood, Office of Court Administration, Austin, TX

4:25 p.m. .50 hr

Protective Orders

How and why clerks should forward all protective orders to the state's Protective Order Registry maintained by DPS; when and from whom clerks can collect fees in protective order matters; and what assistance clerks can provide to pro se applicants for protective orders.

Ann G. Landeros, Office of Court Administration,
Austin, TX

4:55 p.m. **District Clerks Sessions
Adjourn**

FRIDAY MORNING, APRIL 29, 2011

Presiding Officer:

Hon. Teresa Kiel, County Clerk,
Guadalupe County, Seguin, TX

8:00 a.m. **Conference Room Opens**
Includes continental breakfast.

8:45 a.m. 1.00 hr

Fraudulent Filings: Current Issues

Peter B. Haskell, Dallas City Attorney, Dallas, TX

9:45 a.m. 1.50 hr

NICS Session

A discussion of the National Instant Criminal Background Check System (NICS), firearm prohibitions and the court's important role in public safety through information sharing.

Diana J. Linn-Cook, FBI NICS Liaison Specialist,
Federal Bureau of Investigation

11:15 a.m. .50 hr

Legislative Update

Glen Shuffler, Lobbyist, County and District Clerks
Association of Texas, Austin, TX
Chuck Bailey, Lobbyist, County and District Clerks
Association of Texas, Austin, TX

11:45 a.m. **Adjourn**

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CONFERENCE FACULTY AND PLANNING COMMITTEE

HON. HEATHER H. HAWTHORNE—
CHAIR*
County Clerk, Chambers County
Anahuac, TX

CHUCK BAILEY
Lobbyist
County and District Clerks Association
of Texas
Austin, TX

HONEY BELLEMANS
Office of the Attorney General, Child
Support Division
Austin, TX

HON. JACQUES L. BLANCHETTE
Tyler County Judge
Woodville, TX

HON. JEANE BRUNSON
County Clerk, Parker County
Weatherford, TX

HON. RENEE CALHOUN
County Clerk, Randall County
Canyon, TX

ROBERT CANALES
Office of the Attorney General, Child
Support Division
Austin, TX

HON. JUDY CRAWFORD*
County and District Clerk, Crane County
Crane, TX

HON. AURORA DE LA GARZA*
District Clerk, Cameron County
Brownsville, TX

VICTOR FARINELLI
Bureau of Vital Statistics
Austin, TX

BETH FLEMING
Denton County Purchasing
Denton, TX

HON. ROBYN FLOWERS*
District Clerk, Walker County
Huntsville, TX

JIM GENTIL
Positive People Power!
Austin, TX

LARRY GRAY
Texas and Southwestern Cattle Raisers
Association
Fort Worth, TX

HON. MARC HAMLIN
District Clerk, Brazos County
Bryan, TX

HON. ALLISON HARBISON*
County Clerk, Shelby County
Center, TX

AMY HARRISON
Texas Alcoholic Beverage Commission
Austin, TX

PETER B. HASKEL
Dallas City Attorney
Dallas, TX

HON. PATTI L. HENRY
District Clerk, Chambers County
Anahuac, TX

HON. JOYCE HERRIDGE
County and District Clerk, Borden
County
Gail, TX

HON. LAURA HINOJOSA
District Clerk, Hidalgo County
Edinburg, TX

HON. BARBARA K. HOFFMAN
County and District Clerk, Concho
County
Paint Rock, TX

HON. BRENDA HUDSON
County and District Clerk, Swisher
County
Tulia, TX

CHAKIRA T. HUNTER
Office of Capital Writs
Austin, TX

HON. CATHY JENTHO*
County Clerk, Eastland County
Eastland, TX

DOUG JOHNSON
Railroad Commission of Texas
Austin, TX

HON. TERESA KIEL
County Clerk, Guadalupe County
Seguin, TX

HON. TAMMY KNEUPER
District Clerk, Bandera County
Bandera, TX

MARK LAMBERT
Texas General Land Office
Austin, TX

ANN G. LANDEROS
Office of Court Administration
Austin, TX

JIM LEHMAN
Office of Court Administration
Austin, TX

BRAD D. LEVENSON
Office of Capital Writs
Austin, TX

DIANA J. LINN-COOK
FBI NICS Liaison Specialist
Federal Bureau of Investigation

HON. PAT MCGOWAN*
County Clerk, Nolan County
Sweetwater, TX

TIM NIEDECKEN
Texas and Southwestern Cattle Raisers
Association
Fort Worth, TX

ANGELA OSSAR
Texas State Library and Archives
Commission
Austin, TX

HON. PATRICIA OYERBIDES
District Clerk, Ward County
Monahans, TX

HON. CINDY POLLEY*
County Clerk, Ellis County
Waxahachie, TX

HON. NANCY E. RISTER
County Clerk, Williamson County
Georgetown, TX

HON. BETH A. ROTHERMEL
County Clerk, Washington County
Brenham, TX

HON. BELLA A. RUBIO
County and District Clerk, Real County
Leakey, TX

STEPHEN W. SATHER
Barron & Newburger, P.C.
Austin, TX

GLEN SHUFFLER
Lobbyist
County and District Clerks Association
of Texas
Austin, TX

JENNIFER SMITH
Program Supervisor for Offender Mail
System
Texas Department of Criminal Justice
Huntsville, TX

HON. JULIE SMITH
County Clerk, Potter County
Amarillo, TX

RYAN KELLUS TURNER
Texas Municipal Courts Education
Center
Austin, TX

TED WOOD
Office of Court Administration
Austin, TX

*planning committee member

CDCAT OFFICERS

HON. JOYCE HUDMAN
President, CDCAT
County Clerk, Brazoria County
Angleton, TX

HON. BENA HESTER
Vice-President, CDCAT
County and District Clerk, Briscoe
County
Silverton, TX

HON. SHERI WOODFIN
Treasurer, CDCAT
District Clerk, Tom Green County
San Angelo, TX

HON. TERESA KIEL
Secretary, CDCAT
County Clerk, Guadalupe County
Seguin, TX

HON. HEATHER H. HAWTHORNE
Education Committee Chair, CDCAT
County Clerk, Chambers County
Anahuac, TX

This program is approved by the
Education Committee of the
County and District Clerks
Association of Texas

ABOUT THE COVER



Morning Glow, 48" x 48" oil with
palette knife on wrapped canvas,
is by Maxine Price. For more
information on this piece, visit
www.maxineprice.com. Image
acquisition by Sandra Gregor, art
consultant, 512-477-2827.

Want to purchase additional course binders? Visit www.utcle/conferences/CO11