

# 2011 Austin Clerks' Agenda

## REGIONAL CLERKS SEMINAR

November 7 – 9, 2011  
 Omni Austin Southpark  
 4140 Governor's Row  
 Austin, Texas 78744  
 512.448.2222

### Monday, Day 1

November 7

- 1:00 – 5:00 p.m.           **Registration**
- 1:00 – 5:00 p.m.           **Preparation Course Level I – Clerk's Certification Program**  
 Leisa Hardin, Court Administrator, City of Mansfield
- 1:00 – 5:00 p.m.           **Preparation Course Level II – Clerk's Certification Program**  
 Dianna Faulkenberry, City of Decatur
- 1:00 – 5:00 p.m.           **Optional Pre-Conference: Managing Juvenile Cases**  
 TMCEC Staff Attorneys

### Tuesday, Day 2

November 8

- 6:45 – 7:50 a.m.           **Registration and Breakfast**
- 8:00 – 8:05 a.m.           **Announcements**  
 Cathy Riedel, Program Director, TMCEC
- 8:05– 9:10 a.m.           **Education Code and School Offenses**  
 Robin Ramsay, Presiding Judge, City of Denton
- 9:10– 9:25a.m.           **Break**
- 9:25 – 10:20 a.m.           **Records Requests**  
 Ted Wood, Assistant General Counsel, Office of Court Administration
- 10:20– 10:35 a.m.           **Break**
- 10:35 – 12:00 p.m.           **Hits and Misses from the 82<sup>nd</sup> Legislative Session\***  
 Stewart Milner, Presiding Judge, City of Arlington
- 12:00 – 1:00 p.m.           **Lunch**

|                  | TRACK A  | TRACK B   | TRACK C - Shared  |
|------------------|--|---|---|
| 1:00 – 2:05 p.m. | <b>Citations &amp; Complaints: The Court Clerks Feud</b><br>Don McKinley, Court Operations Manager, City of Austin | <b>DPS Updates*</b><br>Lisa Mayo, Client Services Coordinator, McCreary, Veselka, Bragg & Allen, P.C. | <b>Courts, Communities &amp; Classrooms; Educating the Public About the Law*</b><br>Sue Kennedy, Court Administrator, City of Corinth |
| 2:20 – 3:30 p.m. | <b>It's An Order: Warrants, Writs, and Orders</b><br>Katie Tefft, Program Attorney, TMCEC                          | <b>Court Security</b><br>Charles Baxter, Vice President<br>U.S. Security Associates                   | <b>OCA Reporting</b><br>Sandra Mabbett, Judicial Information Specialist, Office of Court Administration                               |

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|---------------------|--|---|---|
| 3:45 –<br>5:00 p.m. | <b>Travels Through the Transportation Code: Rules of the Road*</b><br>Gilbert Hernandez, Deputy Clerk, City of Ft. Worth | <b>Insurance Law*</b><br>Mark Goodner, Program Attorney & Deputy Counsel, TMCEC | <b>Animal Hearings in Municipal Court</b><br>Katie Tefft, Program Attorney, TMCEC |
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**Wednesday, Day 3**

**November 9**

- 6:45 – 7:50 a.m.      **Breakfast**
- 8:00 a.m.-9:00 a.m.      **Pedestrian and Bicycle Laws\***  
Ryan Kellus Turner, General Counsel & Director of Education, TMCEC
- 9:00 a.m.-9:15 a.m.      **Break**
- 9:15 a.m.-10:30 a.m.      **Crossing the Line/Where is the Line?: Advice vs. Legal Advice**  
Leah Huff, Court Supervisor, City of Southlake
- 10:30 – 10:45 a.m.      **Break**
- 10:45 – 12:00 p.m.      **Social Media: Ethical Dilemmas**  
Cathy Riedel, Program Director, TMCEC
- 12:00 p.m.      **Adjourn**
- 1:00 – 5:00 p.m.      **Clerks’ Certification Test (Levels I, II, and III)**

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\* Denotes Municipal Traffic Safety Initiatives (MTSI) or Driving on the Right Side of the Road (DRSR) curriculum funded by a grant from the Texas Department of Transportation.