

The Scribe

June 2016

2016 TCCA Annual Conference

Plans are well under way for the 2016 TCCA Conference: **"Discovering Natural Treasures"** being held in San Marcos, October 9-12. We have a great line-up of education topics (*still tentative*), including:

- ~Level I & II Study Sessions (Sat, Oct. 8)
 - ~Commercial Motor Vehicle Offenses
 - ~Accountability in the Workplace
 - ~What's New with TCCA & TMCEC
 - ~Behavioral Health Issues
 - ~Which "V" Are You?
 - ~How to Get a Front Row Seat in Life!
 - ~Certification Testing (Sun, October 9)
 - ~Drug Cartels & Gangs
 - ~Tools for Effective Court Administration
 - ~How to Establish a City Marshals Office
 - ~Crisis Services for Adults and Juveniles
 - ~Why Settle for the Balcony?
- (continued on pg. 2)*



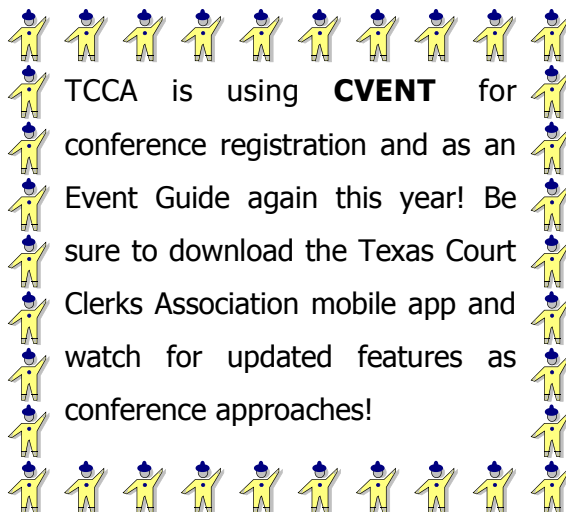
Speakers



Schedule



Sponsors/Vendors



TCCA is using **CVENT** for conference registration and as an Event Guide again this year! Be sure to download the Texas Court Clerks Association mobile app and watch for updated features as conference approaches!



About



Maps



Attendees

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Conference Venue:

Where: Embassy Suites
by Hilton
San Marcos Conference Center
1001 E McCarty Lane
San Marcos, Texas 78666

Websites: [Hotel Reservations](#),
[TCCA Website](#)



2016 TCCA Conference *(cont. from pg. 1)*

We have lots of fun planned for outside the classroom as well:

- ◆ We will kick off on Sunday evening with the Conference Orientation followed by the Vendor Meet & Greet. (Casual Dress)
- ◆ Monday morning will be the Vendor Expo with over 40 vendors showcasing the latest and greatest in court products and services.
- ◆ Monday evening will be free time to explore San Marcos and indulge in some retail therapy at the local outlet malls.
- ◆ Tuesday afternoon we will be celebrating the 20th Anniversary of the Certification Program.
- ◆ Tuesday evening we will travel to beautiful Pecan Grove in Driftwood to enjoy a delicious meal and honor our fellow colleagues. (After-Five Attire)

Check out the TCCA website for more information and the registration link! Registration is fast easy and convenient! See you there!

Tammy Odom, Texas City ~ Conference Planning Chair



Written Communication: Clear, Concise, & Under Control

Is there a form or document in your court that is out of date? Are you currently using this document on a daily basis? Or maybe this document is tucked away, in need of some dusting-off and a little TLC before it can be given out to the public again. Maybe your website could use some renovating?

Our forms and documents are a medium for information, but most importantly they are the way that courts communicate with their customers and the public, and they serve as a direct reflection of our City and its standard of customer service. Some defendants will never make a physical appearance in the court and will never speak with a Clerk over the phone. They will simply proceed based off of the information provided to them, whether that be on paper, online, or through an automated phone system. Clerks are the face of the court but our forms and other non face-to-face modes of communication represent the face of the court as well. To that end, we must make sure that our communication is ***Clean, Clear and Under Control!***

Too Many Words

It is important to ensure that people have all the information needed to proceed, but sometimes we can provide too much information. Too many words can overwhelm an intended audience and force them to become bookworms. Some may feel so overwhelmed with the amount of words they see on the page that they don't even bother reading the information, or they miss the most important parts. A few tips:

- Keep the information simple and straight to the point.
- Try not to go over two to three sentences when explaining procedures and instructions.
- Use bullet points or numbers to help separate steps and ideas. This also helps to eliminate run-on sentences or long paragraphs.
- If possible, the goal is to keep information limited to one page.

Wording and Terminology

Ok, I get it. We study for all of our certifications and have to memorize and learn the proper legal terms and court lingo but... it's basically like a foreign language! Our defendants are very often not familiar with these legal terms, and don't understand them, much like many of us wouldn't understand how to put together a piece of equipment if the instructions were in Chinese. In fact, if we decided to explain our processes using all the court terminology we know, our phones would be ringing **NON-STOP** with defendants asking for clarification, and we would be in for some long conversations and very cranky customers. Some defendants are already overwhelmed with receiving a citation and coming to court. We should not compound the problem by giving them confusing instructions. Also, using too many complex legal terms could inadvertently lead to a Clerk providing legal advice (which we all know we are prohibited from giving) as they attempt to simplify and explain the process.

(continued on pg. 5)

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Principal Office: Austin, Texas. The attorney responsible for the contents of this advertisement is Carmen Perez.

Written Communication: Clear, Concise, & Under Control *(cont. from pg. 3)*

Font and Spacing:

Choose fonts that are common to every computer, for both online and hard copy sources. Times New Roman is safe but if you should decide to step outside of the box, keep it simple and don't use more than two to three font types.

- Vary your fonts between titles, subtitles and sentences. Sometimes using more than one font is not necessary but simply **bolding**, *italicizing*, underlining and changing the font size makes a big difference.
- Avoid using all capital letters because these can be perceived as SHOUTING and the words are more difficult to read.

Update any Modes of Communication

- Most cities now use a website to provide information. A court website is a great way to distribute information, but be sure that the site is easy to navigate, and clearly lists the options for taking care of their citations.
- Make sure your court's email, website, fax number and phone numbers are up-to-date. Over time these things change and some of our documentation may reflect outdated numbers. Whenever any contact information changes, it's a good idea to review each of your forms and handouts to ensure everything is current.
- Ensure the court's address is listed on your documentation. Provide a map with directions to your court from the most common access routes. Consider including a screen-shot from Google Maps or MapQuest that shows a general view of the surrounding streets or highways and where your court is situated.

Inserts

Sometimes adding a simple border on hard copy information makes your documents look cleaner and professional. It also helps to show that there is nothing beyond the first page if you are able to keep the information limited to one page.

Communication, both verbal and written, is a key component in ensuring that the public has trust and confidence in our courts. We as Court Clerks set the tone because we are responsible for much of this communication. We should each strive to ensure that defendants can understand their options and feel informed. Accordingly, make it a priority to review your documentation and forms, as well as your website, phone system and any other instructions and make them **Clean, Clear and Under Control!**

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Enforcement of Court Orders

Most of us working in municipal courts in the State of Texas and throughout the country are familiar with the national discussion occurring regarding municipal courts and their collections practices. Following the events that occurred in Ferguson, Missouri, the U.S. Department of Justice launched an investigation into the City's Police Department and Municipal Court practices. In their report, released in May 2015, the DOJ notes:

"Ferguson's law enforcement practices are shaped by the City's focus on revenue rather than by public safety needs. This emphasis on revenue has compromised the institutional character of Ferguson's police department, contributing to a pattern of unconstitutional policing, and has also shaped its municipal court, leading to procedures that raise due process concerns and inflict unnecessary harm on members of the Ferguson community."

After the release of the DOJ report, a concern arose that other state and local courts throughout the country might be utilizing some of the same unfair and unconstitutional collections. A number of articles were published, and lawsuits in a variety of States including Texas, were filed, claiming similar practices.

As a result, many courts, support organizations, and other government agencies are reviewing their policies, making recommendations, and even offering resources to ensure that State, Federal, and Constitutional protections are in place. This includes the Texas Municipal Courts Education Center, the Office of Court Administration, and the Department of Justice. To learn more, please click on the links below:

Office of Court Administration: [Notice regarding Collections Improvement Program](#)

Department of Justice: ["Dear Colleague" letter](#)

Department of Justice: [Resources to assist in reform](#)

Texas Municipal Courts Education Center: [Lessons From Ferguson](#)



20 Year Anniversary of the Municipal Court Clerk Certification Program

This year is the 20 year anniversary of the Municipal Court Clerk Certification Program. In 1996 the Texas Court Clerks Association (TCCA) partnered with the Texas Municipal Court Education Center (TMCEC), Texas Municipal Courts Association (TMCA) and Texas State University to establish a certification program that would provide professional development and educational growth to court staff in municipal and justice courts.

Creation of the Certification Program

Before the implementation of the Municipal Court Certification Program, there were very few career development programs in existence that provided the proper training for municipal court staff. There were court clerk training programs available that offered continuing legal education; however, the training did not offer a sequenced, systematic curriculum.

It was decided to create a Municipal Court Certification Program that would be built on existing resources, networks, and organizations. As a result, TCCA, TMCEC, and TMCA continue to partner to provide legal education to over 1,500 courts each year.

These organizations desire to provide a professional development program for all municipal court clerks that would improve the operations of courts.

History in the Making

TCCA and TMCEC began formal discussions on developing a certification program in the fall of 1994. On April 26, 1995, members of the TCCA Education Committee and representatives of TMCEC met to take the initial steps to create the Municipal Court Clerk Certification Program.

Certification Programs Considered

Various alternatives were reviewed before moving forward with the present certification program.

Option #1: The committee considered obtaining certification through an undergraduate or graduate college, but this option was too expensive.

Option #2: Mandatory training for all municipal court clerks was another alternative option. TCCA did attempt to try to have legislation introduced and enacted to have mandatory training; however this effort was unsuccessful. It was decided that this option would have a high fiscal impact.

Option #3: The TCCA Education Committee and representatives from TMCEC also reviewed certification models from other association such as the Texas Society of Association Executives, the Texas City Secretaries, and the Human Resources Certification Program.



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(continued on pg. 9)

20 Year Anniversary of the Municipal Court Clerk Certification Program

(Cont. from pg 8)

Option #4: The Education Committee and TMCEC considered creating their own Municipal Court Clerk Certification Program. In 1995, the certification program was developed and an outline was finalized. This new program needed initial funding; therefore, the organization applied for the State Justice Institute (SJI) grant funding. TCCA Education Committee members contacted members of Congress who served on the Appropriations Committee for federal funding. TCCA and TMCEC gained support from Texas Municipal League (TML) and Texas State University in San Marcos.

The SJI grant was awarded to TCCA to implement the Municipal Court Clerk Certification Program. With this grant and additional funds, the certification program took shape. Study guides and exams were developed. Margaret Robbins, who was the Program Director at TMCEC, was very involved in creating the initial study guides and certification exams. In 1997, at the close of the grant period TCCA and TMCEC assumed all responsibility for continuing the certification program.

Key Individuals Who Developed the Certification Program

TMCEC Staff:

Hope Lochridge – Executive Director, TMCEC
Margaret Robbins – Program Director, TMCEC

TCCA Education Committee:

Shirley Armstrong (TCCA President) – Carrollton Municipal Court
Johnny Brooks – Arlington Municipal Court
Rosey Caballero (Education Chair) – Keller Municipal Court
Ralph Ferguson – Garland Municipal Court
Leisa Hardin – Crowley Municipal Court
Winnie Kocot – Beaumont Municipal Court
Pennie Jack – Denton County
Hilda Phariss-Cuthbertson – Bryan Municipal Court
Mike Claunch – Cleburne Municipal Court
Don Vanadore – Grand Prairie Municipal Court
Shirley Koym – Deer Park Municipal Court
Mary Salinas – San Marcos Municipal Court

Success of the Municipal Court Clerk Certification Program

The Municipal Court Clerk Certification Program is known nationally and is used as a model for other organizations. Over the past 20 years the certification program has continued to improve. The program has provided court staff with the necessary knowledge and tools needed to succeed in the court profession. An extensive network of resources support the program, including study guides, prep sessions, online learning, local chapter trainings, mentoring, and more. As of 2015, there were 1,076 certified court clerks; 571 CCCI; 453 CCC II; and 65 (52 active) Certified Municipal Court Clerks. The number is expected to grow to over 1,100 by the end of 2016.

(continued on pg. 19)

TCCA Board Nominations

December 2016 completes the terms of office for the following TCCA Board of Director positions:

- ◆ President
- ◆ Secretary
- ◆ Directors at Large (3)

The present office holders are:

President:	Lisa Howard, Hurst
Secretary:	Paul Rex, Jersey Village
Director at Large :	Gloria Carter, Dallas
Director at Large:	April Christiansen, Cedar Park (Term Limited)
Director at Large:	Luevada Posey, Killeen

The Election Nominations Committee is currently requesting TCCA members to submit nominations for those members who may be interested in serving on the Board of Directors. If you would like to make multiple nominations, please submit separate Applications for Nomination for each person.

As a courtesy to the person you wish to nominate, please obtain their approval before submitting this form.

Nominations will open on May 1, 2016. Please submit the nomination no later than June 30, 2016 to qualify for the 2016 election.

If you have any questions, please contact me, Jeanne Wilson, Nominations Committee Chair at jwilson@mybigspring.com.

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Training & Testing

Date:	City:	Chapter:
June 10, 2016	Sugar Land	Gulf Coast
June 15, 2016	College Station	Central
June 23, 2016	White Oak	North
July 8, 2016	Killeen	Central *
July 13, 2016	Burleson	North *
July 20, 2016	College Station	Central
August 5, 2016	San Antonio	Freedom Trail *
August 17, 2016	College Station	Central
September 9, 2016	Sugar Land	Gulf Coast
September 9, 2016	Round Rock	Central *
September 14, 2016	Irving	North *
Oct 9-12, 2016	San Marcos	TCCA Annual Conf.
November 4, 2016	Cameron	Central *

* *Education topics not yet approved for this site*

See [Chapter websites](#) for more info on training



Upcoming Testing Opportunities

June 22nd - El Paso – 1:00 pm to 5:00 pm

June 24th – Temple – 1:00 pm to 5:00 pm

June 29th – Austin – 1:00 pm to 5:00 pm

July 28th – Jersey Village – 10:00 am to 2:00 pm

October 9th – San Marcos – 8:00 am to 12:00 pm

By Rhonda Kuehn, Education & Certification Chair

Have you renewed your certification?

The deadline to renew your certification is **August 31st**. If needing additional education hours, please see the list of upcoming education as time and education opportunities are running out.

If unsure as to whether you submitted your certification renewal, you may log onto <http://register.tmcec.com/web/online> four to six weeks after attending a TMCEC seminar or submitting certification renewal paperwork. Once logged in, click on the "Certification Renewal" tab to show the most current year renewed. For example, if you have already renewed for FY16 it will say "2015-2016 Yes". Letters confirming renewals **will no longer** be sent as clerks are encouraged to verify their renewal status online.

Study Guides Revised

The Level I and Level II Clerk Certification Study Guides were revised this past January by TMCEC. The new guides can be downloaded at no charge from the TMCEC website: www.tmcec.com/resources/clerk-study-guides or they may be purchased for \$25.00 plus \$3.95 shipping by contacting TMCEC.

Certification Testing

Membership Status Verified – To receive the \$75.00 reduced testing fee, you must be a member in good standing of the Texas Court Clerks Association (TCCA) or Texas Municipal Courts Association (TMCA) at the time you register to test. Membership is verified and those who are not a member of either organization will be invoiced for the balance due. Testing results and/or certification certificates **will not** be released until all outstanding fees are paid. To ensure that there are no delays in obtaining certification, please ensure that you are a TCCA or TMCA member in good standing before registering to test or remit the correct fee for non-member testing.

Free One Day Clinics a HUGE Success!

The TCCA Education Committee in partnership with TMCEC offered **3** free One Day Clinics in 2015-16. The clinics were held in Midland (November 12th – 31 in attendance), McAllen (January 21st – 43 in attendance), and Nacogdoches (April 14th – 42 in attendance). In addition to 8 hours of education, these clinics offered a great opportunity to meet and network with other clerks in the area as well as learn additional information about TCCA and the Certification Program.

The One Day Clinics will be offered again in the 2016-17 academic year in San Angelo, McAllen, and Beaumont. Registration information will be published in the TMCEC Academic Schedule as well as via email.



**Midland One Day Clinic—
November 12, 2015**

**Nacogdoches One Day Clinic—
April 14, 2016**



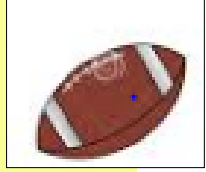
Chapter Steering Committee News

A small group of clerks in the Panhandle region are discussing the possibility of reforming the Panhandle chapter. If you are interested in meeting and networking with other clerks or attending education sessions in the Panhandle area, please send your contact info to Rhonda Kuehn at rkuehn@cityofbrenham.org or Robert Martinez at rmartinez@westlakehills.org. To help spread the word, please feel free to forward this info on to any clerks that you may know in the Panhandle region.

Getting To Know the Board

What is your favorite sport, sports team, or game to watch?

Lisa Howard: Football, **Dallas Cowboys**...football! Gee I bet this will be a shocker!!



David Preciado: My favorite sport is **wrestling**. High school, College, Olympic, or Roman-Greco. I watch it whenever I can. I wrestled in high school and college.

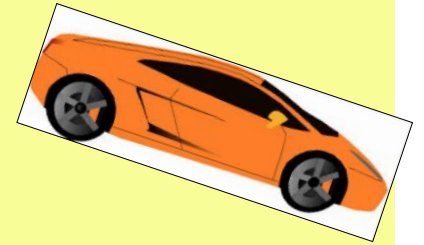
Gloria Carter: Without a doubt, I am a **Dallas Cowboys** fan, the #1 sports team in the world! But I also follow the Houston Texans, some Canadian football, some arena football, the Dallas Mavericks, the Texas Rangers and the Dallas Stars.



Rhonda Kuehn: I love to watch just about any sport except golf. My favorite is **College football – Hook 'em Horns!** I will also be glued to the TV watching the **Olympics** this Summer. Go Team USA!!!

Karen Armstrong: **Nascar**, followed closely by the **Texas Rangers!**

Wende White: **The Price is Right** with Bob Barker ☺ and I watch the **Wheel of Fortune** daily. I am not a sports person.



Kimberly Kierce: **Dallas Stars Hockey!!**

Luevada Posey: **Football!!!!** My favorite sports team is the **Houston Texans!!**

April Christiansen: My **Denver Broncos** of course! The Super Bowl was extra exciting this year!!

Landra Solansky: I don't watch TV much, so I don't have a favorite game show. And I don't like sports ~ I guess I am boring, but I love spending time at our lake place in Gonzales and our deer lease in West Texas. All of our free time is spent **fishing or hunting**.



Laura Garza: I love to watch the **Dallas Cowboys** with my family especially on Thanksgiving Day – it's tradition!

Veronica Brockington: My favorite gameshow to watch is **Family Feud**; (with **Wheel of Fortune** a close second). I'm not much into sports.

Paul Rex: When I watch a sport it is generally football and it would be the Texans, yes I still have faith they can pull it off! I love to play Golf/Tennis-just never enough time as I would like!

Brittany Rychlik: Favorite sport is **Volleyball** (playing), watching though is probably **gymnastics** followed closely by volleyball.



Jennifer Bozorgia: When I get the chance, I love watching **the Rangers**... in person or on TV, but sadly that's not very often!

Jeanne Wilson: I enjoy watching the **Olympics**.



Jaime Brew: **Basketball**. No particular team favorite.

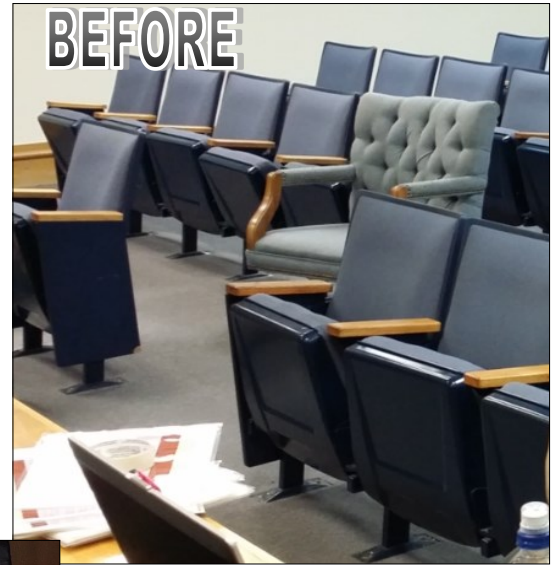
Tammy Odom: I LOVE **baseball!!!!** The **Texas Aggies** and **Boston Red Sox** are my favorite teams!



Courtroom Renovation

The **Killeen Municipal Court** was recently renovated. As you can see by the before picture, the décor was a little blue (pun intended). We love the new benches. They will certainly be easier to keep clean as opposed to the cloth stadium style seating that was previously in place. I also wanted to share with everyone that we purchased the benches at a fraction of the cost through the Texas Department of Criminal Justice in Huntsville. I had no idea that this was even a possibility! The workmanship is outstanding (note the Texas star on the bench endcaps).

~Luevada Posey, Clerk of the Court, Killeen



Building a new courtroom? According to a Fentress Facility Planning and Analytics [blog](#), make sure you consider these 10 questions!

1. Does the space align with proper circulation patterns for the judge, prisoners, and public? Do these patterns align with critical adjacencies such as jury facilities, the clerk's office, etc.?
2. Is the space large enough to meet courtroom design standards?
3. Is there available space in adjacent rooms or hallways for expansion and/or constructing adjunct spaces such as attorney interview rooms and a courtroom waiting area?
4. Can reducing the dimensions of the courtroom enable it to fit into the identified space while still having adequate proportionality to construct a fully functional courtroom?
5. Can reducing furniture dimensions allow the courtroom to fit into the identified space?
6. Can alternative furniture layouts allow the courtroom to fit into the identified space?
7. Can the number of spectators be reduced to enable the courtroom to fit in the identified space?
8. Can the number of defendants that appear in the well area at one time be limited to enable the courtroom to fit into the identified space?
9. Can the courtroom fit into the identified space with a smaller jury box?
10. Can the courtroom fit into the identified space if the types of proceedings are limited?

TCCA Membership News

The Membership Committee has been very busy this year. As of May 13th, we have processed 889 members compared to the same time last year when we had only processed 725 applications.

Total members by Chapter:

Central Texas Chapter 128 members

Freedom Trail Chapter 125 members

Gulf Coast Chapter 175 members

Northeast Texas Chapter 17 members

North Texas Chapter 375 members

South Texas Chapter 43 members

West Texas Chapter 26 members

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Results:

Total Participants:
357

Total Reporting Agencies:
254

Warrants Cleared:
152,752

Total Collected:
\$27,051,794

Answers on pg. 15

Riddle Me This!

Susan has invited her family to Thanksgiving dinner. As her plates are not the best, Susan wants to buy new plates, one for each person at the table. There will be a grandfather, a grandmother, two fathers, three grandchildren, one brother, two sisters, two sons, two daughters, one father-in-law, one mother-in-law and a daughter-in-law. At least how many plates does Susan need to buy?

What is the beginning of eternity, the end of time and space, the beginning of every end, and the end of every race?

Forwards I'm heavy but backwards I'm not. What am I?

What do people make that no one can ever see?

What occurs once in a minute, twice in a moment but never in a thousand years?

A blue house is made of blue bricks. A yellow house is made of yellow bricks. A red house is made of red bricks. An orange house is made of orange bricks. What would a green house be made of?



Membership News

(continued)

Important— Information and training opportunities as well as updated Conference information, *The Scribe*, and voting information are sent electronically to current members only.

Please remember to share your experiences and the benefits of becoming a member of the Texas Court Clerks Association with other Clerks in your area. If you have any questions/comments concerning membership, feel free to contact me @ 830-401-2327 or Isolansky@seguintexas.gov

Committee Members

- Landra Solansky, Seguin – Chairperson
- David Preciado, Arlington – Application Processing and Disbursements
- Holly Mangold, Arlington – Application Processing
- Nicole Porrell, Temple – Email Verification
- Jaime Brew, Sugarland - Recruitment

Need to feel more motivated? Here are a few motivational quotes that should do the trick!!

Focus on the journey, not the destination. Joy is found not in finishing an activity but in doing it." --**Greg Anderson**

You never regret being kind." --**Nicole Shepherd**

"I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel." --**Maya Angelou**

"The mediocre teacher tells. The good teacher explains. The superior teacher demonstrates. The great teacher inspires." --**William Arthur Ward**

"Success usually comes to those who are too busy to be looking for it." --**Henry David Thoreau**

"Management is doing things right; leadership is doing the right things." --**Peter F. Drucker**

"Leadership is not about titles, positions, or flowcharts. It is about one life influencing another." --**John C. Maxwell**

Answers to pg. 14 Riddles:

- | | |
|---------------|-----------------|
| 1. 7 | 4. NOISE |
| 2. E | 5. M |
| 3. TON | 6. GLASS |



We Want to Know What YOU Want to KNOW!

Please tell us if you have a suggestion, topics or issues that you would like to see covered in a future edition!

The next edition of TCCA's newsletter *The Scribe* will be published in December 2016. *The Scribe* will be published on the TCCA's website. The deadline to submit an article for this edition is November 15, 2016.

For questions, or to submit an article, please contact the [**TCCA Publications Committee Chair**](#)

20 Year Anniversary of the Municipal Court Clerk Certification Program

(Cont. from pg 9)

What People Have to Say About the Municipal Court Certification Program:

Jennifer Sullivan, First Clerk to Complete the Certification Program (Retired Court Administrator, Sealy Municipal Court):

"The Education Committee did an outstanding job of working with TMCEC to make it happen. I can't remember exactly how long it took, but I think it was a year and a half...I'm so proud of TCCA and all that it has accomplished over the years. It is so successful because of all the committed volunteers that work and have worked tirelessly to improve the municipal court administration field."

Hope Lochridge, Executive Director of TMCEC:

"The certification program offers a professional challenge to the many dedicated municipal court clerks who get involved. Study for the rigorous exams results in knowledge of the structure of the Texas court system, the many details of municipal case processing, and thought provoking ethical issues. It is a great accomplishment and something to be very proud of as clerks move through the three levels."

Hilda Cuthbertson, Retired Court Administrator (Bryan Municipal Court):

"The certification program has gained greater acceptance by local government as a desired validation of having the knowledge, skills, and abilities to manage a municipal court effectively and efficiently while protecting the rights of the individuals that appear in our courts. The certification program is the vehicle through which local government and court professionals can ensure that qualified court support personnel will be available. Certified court administrators and court clerks will be sought out by savvy local governments as these are the crème de la crème professionals."

Rosey Caballero, Retired Court Administrator (Coppell Municipal Court):

"I would only suggest that a clerk realize the value of the tools that have been provided to them through the certification program. These tools can be and should be used to hone their craft. Active use of the certification program can result in the difference between a career, or a job, and the choice is theirs."

Information provided by TCCA Education Committee archives, Jennifer Sullivan, Hope Lochridge, Hilda Cuthbertson, and Rosey Caballero.



TCCA Board of Directors

Executive Board:

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Treasurer	David Preciado, Arlington	david.preciado@arlingtontx.gov

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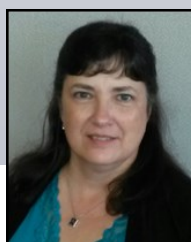
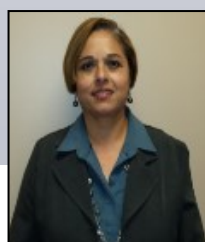
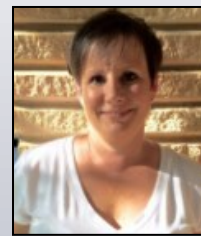
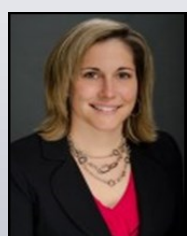
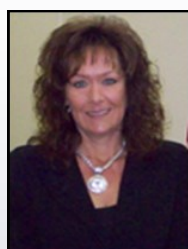
April Christiansen, Cedar Park	april.christiansen@cedarparktexas.gov
Brittany Rychlik, Sugar Land	brychlik@sugarlandtx.gov
Luevada Posey, Killeen	lposey@killeentexas.gov
Gloria Carter, Dallas	g.carter@dallascityhall.com
Wende White, Cameron	wwhite@camerontexas.net
Jaime Brew, Sugar Land	jbrew@sugarlandtx.gov

Committee

Publications Chair
 Website Co-Chair
 Vendor Chair
 Legislative Co-Chair
 Scholarship Chair, Vendor
 Certification & Financial Program Mgr.,
 Education, Membership, Publications, PR

Chapter Presidents:

Veronica Brockington, Round Rock	vbrockington@roundrocktexas.gov	Central Texas / Public Relations,
Landra Solansky, Seguin	Isolansky@seguintexas.gov	Freedom Trail / Membership Chair
Rhonda Kuehn, Brenham	rkuehn@cityofbrenham.org	Gulf Coast / Chapter Steering, Certification/Educ.
Jennifer Bozorgnia, Irving	jbozorgnia@cityofirving.org	North Texas / Legislative Co-Chair
Karen Armstrong, Greenville	karmstrong@ci.greenville.tx.us	Northeast Texas / Historian
Jeanne Wilson, Big Spring	jwilson@mybigspring.com	West Texas / Nominations Chair
Laura Garza, Corpus Christi	lauragar@cctexas.com	South Texas Chapter



Chapter's Corner

North Texas

Hello from the North Texas Chapter!

Congratulations:

We are extremely proud of our newly certified clerks. Please join us in celebrating all of those who achieved their Level I, II or III certification since the beginning of 2016:

Level I						
Cynthia Garcia, Mansfield	Abby Hernandez, Carrollton	Chelsea Hollis, Denton	Russell Fiorella, Arlington	Marianne Greer-McKinney, Duncanville	Lauren McPhate, Granbury	Angelita Hunter, McKinney
Gilbert Hernandez, McKinney	Maria Hernandez, Lewisville	Mayra Salcedo, Mesquite	Lynette Jimenez, Cockrell Hill	Courtney Kinchel, Lewisville	Brenna Cram, Grandview	Anh Trinh, Arlington
Nasrin Tijerina, Carrollton	Lesia Short, Farmers Branch	Leslie Lyons, Midlothian	Michael McGehee, Grand Prairie	Lidia Gutierrez, Rowlett	Krystal Mayes, Lewisville	Martha Garcia, Mesquite
Level II						
	Linda Sanchez, Denton	Ellen Perry, Richardson	Jacqueline Teel, Frisco	Nasrin Tijerina, Carrollton	Andrea Sifuentes, Denton	

We are also excited to congratulate **Jason Biggs** of Fort Worth and **Michelle Chewing** of Irving as the recipients of the North Texas chapter scholarships for our annual conference this year. A special thanks to our scholarship committee and all of our members who applied.

Education:

Don't miss out on the opportunity for free training. The remaining dates are listed below:

June 1, 2016: *Arlington*

July 13, 2016: *Burleson or Frisco*

August 10, 2016: *Irving*

September 14, 2016: *Denton*

For a more detailed description of the training being offered, please visit the Chapter website at www.tccanorthtexas.com.

If you are interested in hosting a training or have a topic you'd like to teach please contact our Education Chair, Yolanda Kvaal, or any other Board Member. We would love to increase our speaker listing.

(continued on pg. 22)

Chapter's Corner

North Texas *(continued from pg. 21)*

Conference and Membership:

The North Texas chapter currently has 354 members. If you're unsure about whether you have renewed your membership for 2016, please contact our Membership Chair, Dianna Faulkenberry, or any other Board Member. Registration for this year's conference in San Marcos has already opened. We hope you join us at the beautiful Embassy Suites, October 9-12, 2016 for this year's conference themed "Discovering Natural Treasures". Don't forget to make your room reservations now, too!

Business Meetings:

Location:

Hurst Municipal Court/Justice Center
825 Thousand Oaks Dr.
(Right Behind City Hall)
Hurst, 76054

Remaining Dates:

June 24, 2016

September 22, 2016

December 9, 2016: Holiday Party (Location TBD)

Upcoming Events:

We are currently working out the details to our annual Chapter scrapbooking party. Please join us for an afternoon/evening of fun and food, even if scrapbooking isn't your thing, we'd love to see you. More information coming soon as we confirm the date and location.

NORTH TEXAS CHAPTER BOARD MEMBERS

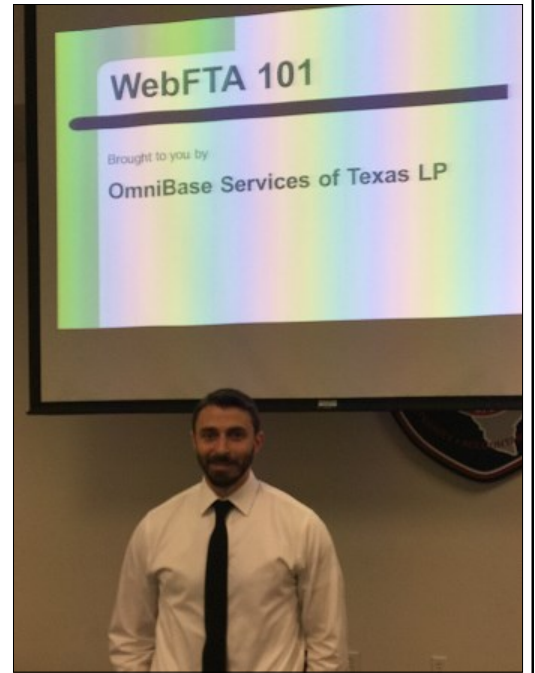
<u>Name:</u>	<u>City:</u>	<u>Position:</u>	<u>Email:</u>	<u>Phone:</u>
Jennifer Bozorgnia	Irving	President	jbozorgnia@cityofirving.org	(972) 721-3601
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Dianna Faulkenberry	Decatur	Director-at-Large	dfaulkenberry@decaturtx.org	(940) 393-0208
Sheli Masterson	Irving	Director-at-Large	smasterson@cityofirving.org	(972) 721-3579
Yolanda Kvaal	Frisco	Director-at-Large	ykvaal@friscotexas.gov	(972) 292-5563
Kimberly Kierce	Richardson	Past President	Kimberly.kierce@cor.gov	(972) 744-4502

Chapter's Corner

Central Texas



Congratulations to **Nicole Porell** from the City of Temple, for being awarded the 2016 Central Texas Chapter scholarship! See you in San Marcos!



Above: Shawn Tracy from OmniBase Services of Texas, presents at the Central TX Chapter meeting on May 13th.



Left: Central TX members Robert Martinez (Westlake Hills), Tracy Musch (Liberty Hill), Ruth Sandoval (Lakeway), and Martina Brazell (Lakeway) attending Tyler Connect in Phoenix, AZ, in May.



The Central TX Chapter Board discuss business at the May 13th Chapter meeting in Cedar Park.

Chapter's Corner

Northeast Texas

The Northeast Chapter Spring meeting was on March 17th in White Oak. We had training on court costs "Are You Smarter Than Your Court Software" with Jamie Brew as our instructor. We had 11 clerks in attendance representing 9 cities.

Two of our Chapter members have been awarded TCCA Scholarships to the 2016 Annual Conference. Congratulations to Desirae DeYoung from the City of Greenville and Linda Faulkner from the City of Mt. Enterprise.

Many thanks to those who have made donations to the Edna Boykins Scholarship fund. Our Chapter scholarship recipient is Donna Dugger from the City of Center. [Congratulations Donna!](#)

Freedom Trail

Greetings from the Freedom Trail Chapter:

We have been very busy this quarter! San Antonio hosted 4 hours of approved education in March, with 21 TCCA Members in attendance. Seguin hosted the 8th Annual Judges and Clerks Brunch in May, with 19 TCCA Members and a total of 29 Judges, Clerks, Prosecutors and Bailiffs in attendance providing 2 hours of approved education with a focus on Court Security.

Chapter Officers are :

Landra Solansky, Seguin, President

Kristine Hayman, Lockhart, Vice-President

Diana Olack, San Antonio, Secretary

Linda Rose, Universal City, Treasurer

As of May 13, 2016, we have 125 members in our Chapter. If you know someone in our area that is not currently a member and you think they would be interested in joining the Freedom Trail Chapter, please contact Landra Solansky @ 830-401-2327.

Deputy Court Clerks, Sofia Penalver and Reyna Hill from the Seguin Municipal Court attending the 8th Annual Judges and Clerks Brunch in the City of Seguin.



Chapter's Corner

West Texas

The West Texas Chapter currently has 26 members and holds five meetings per year. If you would like to host a Chapter meeting and or a training session in your City, please contact Jeanne Wilson at jwilson@mybigspring.com.

President: Jeanne Wilson, Big Spring

Vice President: Chelsea Mae Ely, Merkel,

Secretary: Vacant

Treasurer: Gabby Scott, Snyder

Gulf Coast

Congratulations go out to the following GCC clerks who recently became certified!

Level I:

Celaida Dejoie (Conroe)
Tracy Moore (LaPorte & Morgan's Point)
Frances Suarez (Magnolia)

Level II

Christina DeLeon (Pearland)
Abril Lamb (Katy)
Sarah Riffel (Pearland)
Kris Duke (Roman Forest)
Melissa Mendell (Friendswood)
Carrie O'Neal (Iowa Colony)
Cristina Vasquez (Houston)
Sheila Williams (Brazoria)
Cynthia Byrd (Baytown)
Lacy Belcher (League City)
Frances Anita Cook (Texas City)
Tracy Moore (LaPorte & Morgan's Point)

Chapter Scholarship Recipients

Congratulations to Cristina Duran (Seabrook) and Leticia Villagomez (Sealy) for being this year's GCC scholarship recipients!

2016 Chapter Meetings

June 10th
September 9th
December 9th

*Chapter meetings are now held at the Sugarland Municipal Court 1200 Hwy 6 Sugar Land, Texas.

Upcoming Education Sessions: September 9th – Sugar Land – 10:30 am to 3:30 pm – Hoarders & Code Enforcement as it Relates to Municipal Court.

**Please visit the Gulf Coast Chapter web page to register to attend education sessions and chapter meetings.*

Upcoming Testing: July 28th – 10:00 am to 2:00 pm – Jersey Village (deadline to register is **June 28th**)



Chapter Committees: If you would like to serve on one of the committees listed below, please contact the Committee Chair listed below:

Chapter Table: Tiwana Brown and Kenneth McGehee – Brenham – tbrown@cityofbrenham.org or kmcgehee@cityofbrenham.org

Education: Brittany Rychlik – Sugar Land and Paul Rex – Jersey Village – brychlik@sugarlandtx.gov or prex@ci.jersey-village.tx.us

Historian: Viveanne Lucas – Sugar Land – vlucas@sugarlandtx.gov

Meeting Hostess: Brittany Wright – Sugar Land – bwright@sugarlandtx.gov

Officer Nominations: Maria Morris – Tomball – mmorris@ci.tomball.tx.us

Public Relations/Awards Nominations: Karen Lemay – Seabrook – klemay@seabrooktx.gov

Publications/Newsletter: Brittany Wright – Sugar Land – bwright@sugarlandtx.gov

Scholarships: Viveanne Lucas – Sugar Land – vlucas@sugarlandtx.gov or Connie Hayley – Texas City – cbranch@texas-city-tx.org

Website: Brittany Rychlik – Sugar Land – brychlik@sugarlandtx.gov

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Principal Office: Austin, Texas. The attorney responsible for the contents of this advertisement is Carmen Perez.

Letter From the President

TCCA President

Dear Fellow Court Clerks,

April showers bring May flowers!! I hope that you all have fared well through the spring storms and are looking forward to the summer as much as I am! Summer is one of my favorite times of the year and I am excited to bring in summer 2016. I know that many of you have been busy preparing for vacations and gearing up for conference!! I am so excited to be heading down to the Freedom Trail area of San Marcos for conference this year!! We have some great education planned, an amazing venue for our awards and banquet night and most importantly a night on your own to shop and spend your free time enjoying the city and all that San Marcos has to offer. I am looking forward to seeing you all there in October!!



This year's warrant round up was a success!! I know that many courts closed a lot of cases and it proved to be a very busy couple of months for us all! If you have additional ideas for round up please feel free to share those ideas and I will gladly pass on the information to the people that make that happen!

High 5 to the local Chapters they are doing a great job providing continuing education so that those of you that need continuing education hours have an opportunity to do so without having to dig deep into your pockets for travel dollars. Please check your Chapter websites for those dates, times and topics. There will also be testing in various areas so check your Chapter websites for dates and locations!

I wanted to let you all know that we have a Facebook page for the Texas Court Clerks Association and this page is a private page where only those approved to see our posts are allowed. I will post various informational things as well as encouragements out there so watch for those updates. I would like to encourage the local Chapters to create a Facebook for their members as well. This would just be an additional way to post local training, testing and events. Facebook is just an addition to our website so rest assured we will still have all the training and testing information on our website.

Thank you to those that have already renewed your membership. Memberships run from January thru December each year and if you haven't renewed this year, please take a moment to do that before voting and nominations open because your voice is important to this Association and to me.

Please try to take the time to thank your Chapter Board Members for all their hard work behind the scenes trying to make this Association be all that it can be as well as a great experience for all their members.

I would like to thank the Board for a very successful Spring meeting. They work very hard throughout the year on various Association business and I personally would like to send a HUGE thank you to all of my Board Members!! Without them we could not do what we do!!

Conference registration is open now so please make sure to get registered so you don't miss the great time we are going to have down in the Freedom Trail area!!

Many Blessings to you all until we meet again in San Marcos!

