FACULTY ROSTER
New Clerks Seminar
December 7 - 11, 2015
Austin

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JAN BLACKLOCK MATTHEWS

Jan Blacklock Matthews currently serves as municipal judge for the City of Wilson (appointed 2011). Previously, she served as a municipal judge for the city of Lubbock (elected 1994 and 1998, appointed 1998-2011). She also serves as an Assistant City Attorney/Prosecutor for the cities of Idalou and Petersburg. Matthews is an attorney and trained mediator. She received her Bachelor of Business Administration degree from Sul Ross State University in Alpine, Texas (1981) and her Juris Doctorate from Texas Tech University School of Law in Lubbock (1987).

JAIME BREW

Jaime Brew is the Municipal Court Administrator for the Sugar Land Municipal Court. She has worked in municipal courts for over six years. Prior to working for the Sugar Land Municipal Court, Mrs. Brew was employed by the Killeen Municipal Court of Record. During her tenure at the City of Killeen she held the positions of Clerk of the Court and the Compliance/Collection Manager. Jaime has a very diverse work history. She has previously worked in the areas of mortgage lending, finance, and banking.

Mrs. Brew received her Bachelor of Business Administration degree from Texas A&M University in College Station, Texas. She also received her Master of Business Administration degree from the University of Mary Hardin-Baylor in Belton, Texas. Jaime participated in the Texas Court Clerks Certification Program and became a Certified Municipal Court Clerk (CMCC) in 2013. Mrs. Brew is a member of the Texas Court Clerks Association (TCCA) and serves as a Director at Large on the TCCA Board of Directors. She also serves as the Certification Program Financial Manager. Jaime participates in several TCCA State committees such as the Bylaws, Certification and Education, Membership, Public Relations, Publications, and Website.

ROBBY CHAPMAN

Robby Chapman is Director of Clerk Education and Program Attorney for the Texas Municipal Courts Education Center. Mr. Chapman has served as an Assistant District Attorney for Nueces County and the Municipal Court Prosecutor for the City of Cedar Park. While prosecuting for Cedar Park, Mr. Chapman received the Merit Certification in Municipal Court Prosecution from the Texas City Attorneys Association. Mr. Chapman manages the court clerk education program for the Center, including development of nine annual statewide seminars, the new clerks conferences, and the court administrator conference. In addition, Mr. Chapman oversees and edits TMCEC publications such as the Fine-Only Misdemeanors Green Book.

He is a frequent speaker throughout the state and is a certified instructor for the National Center for State Courts Institute for Court Management. Mr. Chapman received his Doctor of Jurisprudence from St. Mary’s University School of Law and Bachelor of Arts in History from The University of Texas at Austin.

HILDA CUTHBERTSON

Hilda Castillo Cuthbertson graduated from Sul Ross State University located in Alpine, Texas with a Bachelor of Science degree in Biology with a minor in Chemistry in 1976. Ms. Cuthbertson taught Science in Texas public schools for five years at three different school districts: Pecos, Yates High School in Houston, and Dublin, Texas.

Ms. Cuthbertson went to work for the City of Bryan in March of 1983 in the City Secretary’s office and was later promoted to Court Administrator July 1985. She served as Court Administrator in Bryan until March 31, 2014, and continues to work in the court as a licensed court interpreter. Ms. Cuthbertson has been very active in this profession as a leader in the field of court administration particularly involved with the Texas Court Clerks Association since 1985. As a City of Bryan employee she has been awarded the Division Employee of the Year award in 1989 and 1994 and the Employee of the Year award in 1994. Ms. Cuthbertson is now a consultant with the Law Firm of Alan Borjorquez, Inc. offering cities assistance with audits, validations, and training.
She was elected Vice President in 1989 through 1992 and was elected President of the Texas Court Clerks Association in 1992 through 1994. She was the TML affiliate representative from 1994-1996. She has also been very involved with the Gulf Coast Chapter since 1985 and held the position of President twice, 1990 -1992 and again 1996-1998.

TCCA has awarded her the Distinguished Service Award in 1995 and the TCCA Extraordinary Achievement Award in 1996 and 2004. In 1997, she was awarded the Award of Excellence. She was named the Clerk of the Year by the Texas Municipal Courts Association for the year 1997-1998. TCCA awarded her the Board of Directors Award at the 2013 annual conference.

She has been a faculty member for the Texas Municipal Courts Education Center since 1991 teaching various subjects. She is a member of Texas Municipal Courts Association and is currently serving as Secretary of the board. She is currently a member of the TCCA Education Committee.

She is currently a Level II certified court clerk and is also a certified study session facilitator for Level I and Level II. She is a State of Texas Licensed Court Interpreter in Spanish. She is currently working on her Level III certification. She also holds a Certified Court Manager certification through the Institute of Court Management.

Ms. Cuthbertson is very active within her community, as well. She has been a presenter, English and Spanish, for the Bryan Police Department Citizens Police Academy.

She is a volunteer at the Dispute Resolution Center as a bilingual certified mediator for family law and other types of mediation. She is a Past President of the local Habitat for Humanity Affiliate Board of Directors and has been a volunteer the last eight years. She is Bryan Rotary Club member.

Ms. Cuthbertson is a 2013 Fellow, having graduated in May of 2013 from the Institute of Court Management at the National Center for State Courts.

ELIZABETH DE LA GARZA

Elizabeth De La Garza joined the TMCEC team as a TxDOT Grant Administrator for Driving on the Right Side of the Road in June 2015. Ms. De La Garza has spent the last 32 years as a public school teacher in the Round Rock Independent School District, spending most of these years at Chisholm Trail Middle School teaching music and social studies. She has her BME from Baylor University in Waco, and completed her MME at The University of Texas at Austin. Ms. De La Garza is a native of San Antonio.

JULIE ESCALANTE

Julie K. Escalante is the Presiding Judge for the City of Baytown. Prior to being appointed as the full time judge, she was the prosecuting attorney for the City of Baytown. She has had an active career in both the non-profit and public sectors of the law. Judge Escalante is currently serving as a board member on the Texas Municipal Courts Association representing Region IX, where she serves on both the education and nominating committees. She is an active board member for the Baytown Kiwanis Club and actively participates in her local Domestic Violence Task Force.

Judge Escalante was born in San Antonio Texas and grew up in the Houston area. She attended Texas Tech University where she received her B.A. degree. In 1990, she received her Law degree from Southwestern University in Los Angeles, California. She currently resides in the Clear Lake area, with her three children.

ALLEN GILBERT

Judge Allen Gilbert is the Municipal Judge in San Angelo and has been since he was appointed in 1975. He has worn many hats in the judicial world and has accumulated many accolades along with a wealth of experience. Judge Gilbert lectured in education classes for Texas Tech from 1978 to 1986. He co-authored the first Municipal Court Judicial Handbook in 1983 for the State of Texas. He was appointed by the Governor of Texas to serve on the Texas Supreme Court Education Committee for three terms.
Judge Gilbert has served as the President of the Organization of Municipal Courts of Texas and as Vice President of the Texas Municipal Courts Association. He has served as the Legislative Committee Chairman for the Texas Municipal Courts Association and chaired a committee to establish the Texas Municipal Court Training Center. He currently lectures for the Education Center and has since it began in 1987. His newest appointment was by the Chief Justice of the Supreme Court in November 2005 where, in addition to his full-time position as Municipal Judge and teaching at the Education Center, he serves on the Texas Judicial Council. Judge Gilbert was recently appointed as Chair of the Juvenile Justice Committee for Texas Judicial Council.

Currently, Judge Gilbert serves on the Board of Directors for the San Angelo Boys Club, Eastern Little League, and Lake View Christian Bible Church. He also serves as the Vocational Communication Director for San Angelo Independent School District.

MARK GOODNER

Mark Goodner serves as the Presiding Judge for the City of Woodcreek and is the Deputy Counsel and Director of Judicial Education for the Texas Municipal Courts Education Center. Prior to joining the Center, he worked in civil litigation in Austin. Mr. Goodner graduated from the University of Texas School of Law with a juris doctorate and certification in the Graduate Portfolio Program in Dispute Resolution in May of 2007. While in law school, he worked in the mediation clinic, was a finalist in the Thad T. Hutcheson Moot Court Competition, and served on the executive board of Assault & Flattery.

JACKIE HABERSHAM

Jackie Habersham is Senior Commission Counsel for the State Commission on Judicial Conduct. She has been with the Commission since June 2001. In 1985, Jacqueline earned a Bachelor of Science degree in a dual major of Political Science and Public Administration and graduated magna cum laude from Florida A&M University in Tallahassee, Florida. She earned her law degree in 1992 from Thurgood Marshall School of Law at Texas Southern University. Prior to joining the Commission staff, she was an attorney in private practice in Houston, Texas concentrating in the areas of criminal defense, family law and personal injury.

BRIAN HOLMAN

Judge Brian Holman was born and raised in San Diego, California and attended Brigham Young University where he received a B.A. in Political Science. Judge Holman went on to earn his Law degree from the University of Arkansas. While living in Spain as a missionary for the LDS Church, Judge Holman developed a fluency in the Spanish language which he continues to use in his current position as presiding judge for the Lewisville Municipal Court. He serves as alternate judge for the Cities of Bartonville and Aubrey and is the prosecutor for the City of Justin. Prior to taking the bench full-time, Judge Holman had a private law practice for 10 years in Denton, Texas, where he still resides with his wife of 29 years.

LEAH HUFF

Ms. Huff began her 15 year career with the Fort Worth/Dallas based, municipal law firm of Taylor, Olson, Adkins, Sralla and Elam, L.L.P. as a paralegal, and promoted to Law Office Administrator. In 2006, she joined the City of Southlake as the Municipal Court Administrator for five years, with major accomplishments including the development of a high-level technological court process with her team through implementation of paper-light, audio/visual court recording, online / kiosk payments and warrant interface with remote dispatch center, while building a quality team through the World Famous Seattle FISH! Program. Tyler Technologies offered her the opportunity to assist other courts through implementation of the paper-light and legal court processes across nine states, and soon afterwards a precious granddaughter was born (The Princess).

Ms. Huff achieved her Texas Court Clerk's Certification, Level I certification in 2007, Level II certification in 2008 and began her Level III certification (CMCC) assessment clinic in 2009. Currently, she is pursuing completion of her Certified Court Manager’s certificate with the National Center for State Courts Institute for Court Management. Additionally, she graduated from Strategic Government Resources Fourth Dimension Leadership Model
Academy in 2009 and from nationwide trainer Coach Rick Kolster's Leadership Academy in 2007, as well as numerous paralegal and law office administrative certification and CLE courses.

During her career, Ms. Huff has been active in the Texas Court Clerk’s Association, North Texas Court Clerk's Association, and the Texas Municipal Courts Association serving in a variety of positions ranging from Director at Large to Conference Committee Chair & Committee Member, as well as on the Education Committee. Ms. Huff is a certified instructor for the Texas Municipal Courts Education Center since 2007 and has continued to serve as faculty for the Court Clerk's School, New Judges and Clerks Boot Camp, and Court Administrators. Additionally, she has been active as an instructor for a variety of leadership and management courses across the United States, sharing her passion for court and the law, and has been an active trainer for software and imaging instruction with Tyler Technologies and Laserfiche. Ms. Huff is an approved instructor for the Clerk Certification Program for continuing education hours provided by the TCCA chapters and regularly facilitates training opportunities across the State of Texas to share court and technology knowledge, as well as build court "share communities" to encourage court clerks to support each other in the municipal court profession.

Soon after the Princess was born, Ms. Huff joined the Business Development Team at Municipal Services Bureau d/b/a Gila, L.L.C., fulfilling her passion for court and the law by training on court procedures, technological processes and facilitating court collection and cash handling best practices with Municipal Court clients, cities, counties & state agencies across 38 states.

DAVID JOHNSON

David Johnson is an Assistant City Attorney and the Chief Prosecutor for the City of Arlington. Mr. Johnson obtained his juris doctorate from Texas Wesleyan University School of Law (now Texas A&M School of Law). Mr. Johnson received his Bachelor's Degree in Journalism from Texas A&M University, College Station. Mr. Johnson successfully prosecuted two notable cases on appeal from the Arlington Municipal Court: Swain v. State, a case in which the Second District Court of Appeals in Fort Worth published its opinion on a new area of law involving appellate procedure, and Looper v. State, a case that was appealed to the Texas Court of Criminal Appeals and which ultimately resulted in the defendant’s appeal being dismissed on a jurisdictional issue.

Mr. Johnson has been a presenter for the Texas District & County Attorneys Association, the Texas Municipal League, the Texas Court Clerks Association, as well as a past presenter for TMCEC.

RHONDA KUEHN

Ms. Kuehn is the Court Administrator for the City of Brenham Municipal Court. She is a Level III Certified Municipal Court Clerk and has a Bachelor’s Degree in History from Sam Houston State University. She has worked for the City of Brenham since 1996. Rhonda serves as Vice President on the Executive Board for the Texas Court Clerks Association. She currently co-chairs the TCCA Certification and Education Committee and sits as a member on the TMCA Education Committee. Rhonda represents TCCA on the Texas Municipal League Board of Directors as well.

JIM LEHMAN

Mr. Lehman is currently the Collection Program Manager for the Texas Office of Court Administration responsible for implementing the state’s Court Collection Improvement Program and for providing collections assistance to more than 2,600 courts statewide. Mr. Lehman previously managed the Dallas County Criminal Courts Collection Department and has more than 20 years of private sector collections experience. He has served as faculty on events sponsored by the National Center for State Courts, the National Association for Court Management, the Texas Center for the Judiciary, and the Texas Municipal Courts Education Center. Mr. Lehman is the recipient of the Justice Achievement Award from the NCSC, and has been published in various publications including County Progress Magazine, Courts Today, the Recorder, and GCAT Newsletter.

Mr. Lehman holds a B.A. degree from the University of Central Oklahoma at Edmond, Oklahoma and is the former Executive Director of the Governmental Collectors Association of Texas.
TESSA MADISON

Tessa Madison is the Program Coordinator at the Texas Municipal Courts Education Center in Austin. She grew up in Katy, Texas and attended the University of Texas at Austin where she received a B.S. in Political Science and Pre-Law.

Ms. Madison has worked for TMCEC since May of 2008. She is a marathon runner and a certified yoga instructor and enjoys teaching classes in her spare time.

VICTORIA MEDLEY

Victoria Jaramillo Medley is currently the Court Administrator for the City of Amarillo. Ms. Medley received a Bachelor of Science degree and a Masters in Public Administration from Northern Arizona University. Ms. Medley has been in her current position as the Court Administrator since 2002.

Prior to becoming the Court Administrator for the City of Amarillo, Ms. Medley worked for Bernalillo County Juvenile Probation in Albuquerque, New Mexico and Randall County Juvenile Probation in Amarillo, Texas. She was an officer specializing in serious offenders. Ms. Medley was originally hired by the City of Amarillo in 1990 to serve as the first Teen Court Coordinator for the City of Amarillo and was responsible for designing and implementing one of the first Teen Court Programs in Texas.

Ms. Medley has completed Level 2 of the Clerk Certification program and is a Certified Court Manager through the Institute of Court Management.

REGAN METTEAUER

Regan Metteauer has been a Program Attorney at TMCEC since 2012. TMCEC is a contract training provider with the Texas Commission on Law Enforcement (TCOLE), for which she is currently the Training Coordinator. She holds a TCOLE Basic Instructor certification. Mrs. Metteauer received her Bachelor of Arts in Journalism from Sam Houston State University and her Juris Doctor from Baylor Law School. While at SHSU, she was a sports writer for The Houstonian and a media intern at the Shell Houston Open. Mrs. Metteauer married her college sweetheart, who is an Austin police officer. Their daughter, Savannah Primrose, was born May 24, 2013. Prior to law school, Ms. Metteauer worked as a manager at Barnes and Noble Booksellers, a substitute teacher for Hutto ISD, and a member of the Youth Ministry Leadership Team at Hutto Baptist Church. Mrs. Metteauer has strong ties to Shawnee, Oklahoma, where she was born, and Conroe, Texas, where she graduated from high school and where her family lives and runs a catering company, Darrel’s Catering, named after her grandfather.

NED MINEVITZ

Ned Minevitz, a Massachusetts native, has served as TxDOT Grant Administrator and Program Attorney at the Texas Municipal Courts Education Center since November, 2013. Mr. Minevitz also serves as General Counsel for EverThin, LLC, a startup company based in Massachusetts. He received his B.A. from Connecticut College in New London, CT where he majored in East Asian Studies. Spending extensive time in China after college, Mr. Minevitz is proficient in Mandarin Chinese. In 2013, Mr. Minevitz earned his J.D. from the Sandra Day O’Connor College of Law in Tempe, AZ. In his free time, he enjoys tennis, golf, squash, and foreign film.

TAMMY ODOM

Tammy Odom is the Court Administrator for Texas City. She previously has served as the Deputy Court Clerk and City Clerk for the City of Sweeny since July 2000. She is currently a member of the Texas Municipal Courts Association, President of the Texas Court Clerks Association and Past-President of the TCCA - Gulf Coast Chapter. She has been the recipient of the Texas Court Clerks Association’s Distinguished Service Award (2005), Extraordinary Achievement Award (2006) and the Excellence Award (2007). She was also named Clerk of the Year in 2007 by the TCCA – Gulf Coast Chapter. In 2002, Ms. Odom earned her Certified Court Clerk Level II.
BILL RAGSDALE

William (Bill) Ragsdale is the Presiding Judge for the City of Ingram and has been a Justice of the Peace for Kerr County 24 years. He has taught for the Justice of the Peace Training Center for three years and is enjoying his third year teaching for the Texas Municipal Court Education Center. Judge Ragsdale began court work as a Court Clerk and was the City Marshal for the City of Ingram. He earned a Peace Officer Master License with fifteen years of experience and has an Instructor License for TCOLE.

RYAN KELLUS TURNER

Ryan Kellus Turner is General Counsel and Director of Education for the Texas Municipal Courts Education Center. Prior to joining the Center in 1999, he served as Briefing Attorney for Judge Sharon Keller at the Texas Court of Criminal Appeals. Mr. Turner obtained his juris doctorate from Southern Methodist University School of Law. He received his Bachelor's Degree in Psychology with highest honors from St. Edward's University, Austin, Texas, where he now teaches as an adjunct faculty member in the School of Behavioral and Social Sciences. In 2004 and 2013 he was the recipient of the School's Adjunct Teaching Excellence Award and a finalist for the University Adjunct Teaching Excellence Award in 2014.

Mr. Turner is currently Deputy City Attorney for the City of Dripping Springs and has served as a Special Assistant County Attorney for Kendall County.

In 2011, he was an advisory member on the Texas Judicial Council’s Juvenile Justice Committee. In 2012, Mr. Turner was named Co-Chair of the Texas Judicial Council Legislative Subcommittee on Juvenile Justice.

A native Texan, Mr. Turner was raised in the north Texas town of Vernon. He is the co-author of the books Lone Star Justice: A Comprehensive Overview of the Texas Criminal Justice System and The Municipal Judges Book.