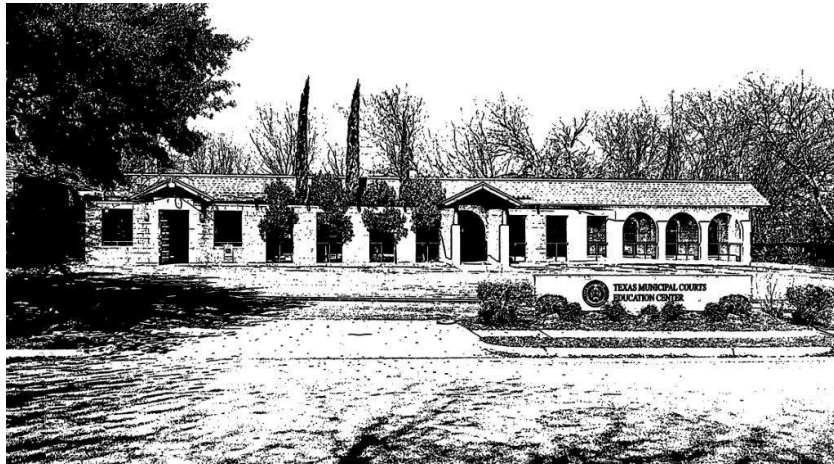


TEXAS MUNICIPAL COURTS EDUCATION CENTER



TMCEC has moved to its new headquarters, located at 2210 Hancock Drive in Austin. The building was purchased in August 2012 by the Texas Municipal Courts Association as a permanent home for the Center.

COURSE MATERIAL Austin Regional Clerks Seminar November 27-28, 2012

2210 Hancock Drive, Austin, TX 78756
Telephone 512.320.8274
1.800.252.3718
Fax 512.435.6118
Email: tmcec@tmcec.com
Web Page: www.tmcec.com

Funded by a grant from the Texas Court of Criminal Appeals

TMCEC IS A PROJECT OF THE TEXAS MUNICIPAL COURTS ASSOCIATION



A Message from the Texas Municipal Courts Association

On behalf of the Texas Municipal Courts Association, let me welcome you to the *TMCEC Judges Regional Programs*. Your participation and input in the program is an indication of your commitment to improve your education and enhance your performance as a Texas jurist.

The TMCA was created to provide support for municipal court personnel and to improve the fair and impartial administration of justice in the municipal courts of Texas. Since 1974, the Association has been providing that support. In 1983, TMCA was selected by the Texas Supreme Court to receive and administer a grant to provide continuing legal education to municipal court personnel. In that same year, TMCA created the Texas Municipal Court Training Center as an independent educational entity. In 1994, the Training Center changed its name to the Texas Municipal Courts Education Center and continues to provide a wide range of educational programs to our many constituencies.

TMCA sponsors and directs TMCEC programs through policies set by the Board of Directors and the TMCA Education Committee. This oversight and direction ensures that the educational seminars and clerk certification programs comply with state requirements. The distinction between TMCA and TMCEC is intentional and is maintained so as to permit TMCA to actively pursue the legislative interests of our members. As a state grant recipient, TMCEC is prohibited from engaging in legislative activities other than serving as an informational resource. While grant funds are used to pay for the education programs and operating expenses of TMCEC, no grant funds are available for TMCA operating expenses. TMCA is wholly dependant upon its membership dues and fund raising activities for financial support.

If you have not already become a member, I invite you to join TMCA. Your involvement and participation is critical to the continued vitality of the association and the support of municipal court personnel across the State. Membership in TMCA offers a chance to network, a voice in your judicial education and an opportunity to impact the quality of justice in Texas municipal courts. I encourage you to visit our website at www.txmca.com where you can find more information on how to contact your regional representative, download membership lists, and find other resources.

Thank you for coming!

A handwritten signature in cursive script, appearing to read "Brian Johnson".

President, TMCA

REGIONAL CLERKS SEMINAR

November 27-28, 2012 • Austin

Omni Southpark

Day 1 (Tuesday)

November 27, 2012

- 12:00 – 5:00 p.m. **Registration**
- 1:00 – 5:00 p.m. **Preparation Courses: Clerk Certification Study Sessions**
Level I: Leisa Hardin, Court Administrator, City of Mansfield
Level II: Lisa Mayo, Client Services Coordinator, McCreary, Veselka, Bragg & Allen, P.C.
- 1:00 – 5:00 p.m. **Pre-Conference Session: Tools for Effective Court Administration**
Mark Goodner, Program Attorney & Deputy Counsel, TMCEC
Katie Tefft, Program Director, TMCEC

Day 2 (Wednesday)

November 28, 2012

- 6:45 – 7:50 a.m. **Registration and Breakfast**
- 8:00 – 8:15 a.m. **Announcements**
- 8:15 – 9:25 a.m. **Sovereign Citizens: Threats to Our Courts?**
David Hamilton, Prosecutor, City of Reno-Lamar County
- 9:40 – 10:55 a.m. **Internal Controls: Keeping Tabs on the Court’s Cash**
Leah Huff, Court Implementation Consultant, Tyler Technologies
- 11:10 – 12:00 p.m. **Fun with Fees**
Katie Tefft, Program Director, TMCEC
- 12:00 – 12:50 p.m. **Lunch**

	Track A – JUVENILES	Track B – PROCEDURES	Track C – SHARED
1:00 – 1:55 p.m.	ABCs in Municipal Court: An Elementary Exploration of the Alcoholic Beverage Code* Pat Riffel, Court Administrator, City of Pearland	So You Think You Can’t Be Sued? A Primer on Immunity for Clerks Erin Higginbotham, Attorney, Denton, Navarro, Rocha & Bernal, P.C., Austin	Foreign Language Interpreters Carrie Chavez, Attorney, Dallas
2:05 – 2:55 p.m.	Juveniles Behind the Wheel: Laws for Young Drivers* Mara Dudley, Court Administrator, City of Llano	Dissecting DSC* April Christiansen, Court Administrator, City of Cedar Park	Talking to Your Town (DRSR)* Lindsey Mena, Juvenile Case Coordinator, City of San Marcos
3:05 – 3:55 p.m.	Transfer of Juvenile Cases Shelai Mullins, Juvenile Case Manager, City of McKinney	The MVP of Jury Trials Tammy Odom, Deputy Court Clerk, City of Sweeny	Understanding 3rd Party Collections Glenn Lewis, Judge, City of Forest Hill
4:05 – 5:00 p.m.	Dealing with JNAs (Juveniles Now Adults) Mark Goodner, Program Attorney & Deputy Counsel, TMCEC	The New Laws of Disqualification and Recusal Cathy Riedel, Senior Associate, Bojorquez Law Firm, PLLC	Alive @ 25* Kevin Cotton, Training Director, Texas Alive Team and Deputy Sheriff, Travis County

5:00 p.m. **Adjourn**

* 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.

Funded by a grant from the Texas Court of Criminal Appeals

**Regional Clerks Seminar - Austin
November
Location, Tenure and Caseload Statistics**

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>HIRE DATE</u>	<u>CITY</u>	<u>STREET ADDRESS</u>	<u>CITY</u>	<u>ZIP</u>	<u>COURT PHONE</u>	<u>REGION</u>
Matthew	Adinaro	11/01/2607	Austin	PO Box 2135	Austin	78768	(512) 974-4854	VI
Linda	Allbritton	01/28/2003	Bryan	Post Office Box 1000	Bryan	77805	(979) 209-5400	VII
Maria	Arias	05/14/2001	Houston	1400 Lubbock St	Houston	77002-1526	(713) 247-4602	IX
Ludivina	Avalos	09/01/2003	Mexia	211 N. Sherman	Mexia	76667-0207	(254) 562-4181	VI
Yvonne	Baez	09/21/1992	Balcones Heights	3300 Hillcrest Dr	San Antonio	78201-7044	(210) 735-9149	x2: VII
Cynthia	Beraza	11/01/2004	McAllen	PO Box 220	McAllen	78505-0220	(956) 681-2900	X
Anita	Blossman	09/01/1998	San Saba	500 E Wallace St	San Saba	76877-3608	(325) 372-5746	VI
Rhonda	Bond	05/02/2011	Allen	301 Century Parkway	Allen	75013	(214) 509-4380	III
Cathy	Box	06/30/1980	San Angelo	110 S Emerick St	San Angelo	76903-5510	(325) 657-4368	V
Mary	Brewer		Harker Heights	305 Miller's Crossing	Harker Heights	76548	(254) 953-5600	VI
Cassandra	Brooks	06/08/1998	Houston	1400 Lubbock St	Houston	77002	(713) 247-5947	IX
Kaylee	Brune	11/01/2006	Columbus	PO Box 705	Columbus	78934-0705	979-732-3981	VII
Margarita	Canales-Garcia	05/29/1979	San Antonio	401 S Frio St	San Antonio	78207-4416	(210) 207-7129	VII
Claudia	Cardenas	10/01/2001	Pearland	Post Office Box 84609	Pearland	77584	(281) 997-5903	VIII
Maria	Collins	11/05/1997	San Marcos	630 E Hopkins St	San Marcos	78666-6314	(512) 393-8194	VII
Diane	Cuellar	05/09/2005	Round Rock	301 W Bagdad Ave Ste 120	Round Rock	78664	512-218-5487	VI
Lauren	Edgar	03/19/1979	Groves	2221 Curt Drive	Groves	77619	(409) 960-5748	VIII
Rosa Linda	Elliott	02/05/2011	Martindale	PO Box 365	Martindale	78655-0365	(512) 357-6700	VII
Esmeralda	Esparza	09/21/2004	Leander	200 W Willis St	Leander	78641-1781	(512) 528-2716	VI
Yolanda	Fowler	05/05/2010	Clifton	PO Box 231	Clifton	76634-0231	(254)-675-8337	VI
Dave	Freeman	04/17/2007	Conroe	700 Old Montgomery Rd	Conroe	77301	(936) 522-3384	VIII
Sherril	Friedrich	02/02/2004	Round Rock	301 W Bagdad Ave Ste 120	Round Rock	78664	(512) 218-5482	VI
Richard	Garcia	03/01/2010	Palmhurst	4417 N Shary Rd	Palmhurst	78573-8345	(956) 583-8697	X
Sandra	Garcia	11/04/1984	Selma	9375 Corporate Dr	Selma	78154-1250	(210) 651-7801	VII
CinDee	Garrett	07/06/2004	Itasca	126 N Hill St	Itasca	76055-2103	(254) 687-2201	VI
Elia	Gonzales-DeLe	01/10/2011	Beeville	405 N St. Mary's	Beeville	78102	(361) 358-0260	X
Sylvia	Guadarrama	10/01/2006	San Angelo	110 S Emerick St	San Angelo	76903-5510	325-657-4368	V
Jessica	Hardy	02/27/2008	Allen	301 Century Parkway	Allen	75013	(214) 509-4384	III
Cynthia	Henderson	07/25/2005	Houston	1400 Lubbock	Houston	77002	(713) 247-4678	IX
Anna	Hernandez	11/29/2010	Smithville	PO Box 449	Smithville	78957-0449	(512) 237-3282	VII
Brenda	Hernandez	09/16/2003	McAllen	PO Box 220	McAllen	78505-0220	(956) 681-2900	X
Kathy	Hoegenauer	04/01/2007	New Braunfels	1486 S Seguin Ave	New Braunfels	78130	(830) 221-4180	VII
Mayra	Huerta	10/12/1999	Eagle Pass	100 S Monroe St	Eagle Pass	78852-4830	(830) 421-5107	X
Ronda	Huether-Etzel	06/07/2010	Blanco	PO Box 750	Blanco	78606-0750	(830) 833-4525	VII
Michelle	Hurtado	03/28/2011	Missouri City	3845 Cartwright Road	Missouri City	77459	(281) 403-8669	IX
Joan	Jackson	08/01/2011	Volente	15403 Yenawine Way	Leander	78641	(512) 250-2075	VI

Jennifer	Johnson	10/01/2010	Smithville	PO Box 449	Smithville	78957-0449	(512) 237-3282	VII
Sherrill	Johnson	03/01/2010	Argyle	PO Box 609	Argyle	76226-0609	(940) 464-7255 ext	II
Linda	Jordan	07/01/2011	Ingram	230 Highway 39	Ingram	78025-3264	(830)-367-5115	V
Lynn	Kostelnik	01/01/1998	Austin	PO Box 2135	Austin	78768-2135	(512) 974-4628	VI
Susana	Leal	10/12/1996	Houston	1400 Lubbock St	Houston	77002-1526	(713) 247-4602	IX
Alice	Ledbetter	05/25/1998	Robinson	111 W Lyndale Ave	Robinson	76706-5619	(254) 662-1415	VI
Roxanne	Ledesma	11/24/2008	San Juan	2301 N Raul Longoria Rd Ste A	San Juan	78589-4275	(956) 223-2460	X
Guadalupe	Lira	01/19/2003	Houston	1400 Lubbock St	Houston	77002-1526	713-247-4602	IX
Crystal	Martinez	07/13/2011	Cedar Park	911 Quest Pkwy.	Cedar Park	78613-2216	(512) 260-4300	VI
Eva	Mendoza	06/17/2002	McAllen	PO Box 220	McAllen	78505-0220	(956) 681-2900	X
Melanie	Mitchell	11/01/1999	San Angelo	110 S Emerick St	San Angelo	76903-5510	(325) 657-4368	V
Ryan	Mooney	10/27/2008	Austin	PO Box 2135	Austin	78768-2135	(512) 974-4800	VI
Barbara	Moore	08/11/2003	Selma	9375 Corporate Dr	Selma	78154-1250	(210) 651-7864	VII
Leandra	Moore	01/02/2007	Boerne	Post Office Box 1677	Boerne	78006	(830) 248-1504	VII
Irma	Morales	01/27/1986	Eagle Pass	100 S Monroe St	Eagle Pass	78852-4830	(830) 421-5107	X
Nancy	Moron	03/01/2011	Beeville	405 N St. Mary's	Beeville	78102	(361) 358-0260	X
Patricia	Neeley	10/10/1988	Converse	402 South Seguin Road	Converse	78109	(210) 658-8021	VII
Marilyn	Newton	03/10/1980	Bryan	Post Office Box 1000	Bryan	77805	(979) 209-5400	VII
Kim-Thoa	Nguyen	11/08/2001	Sugar Land	Post Office Box 110	Sugar Land	77478-0110	(281) 275-2560	IX
Lien	Nguyen	08/28/2000	Austin	PO Box 2135	Austin	78768-2135	(512) 974-4842	VI
Stacy	O'Mallan	11/29/2010	Bay City	1824 6th St	Bay City	77414-5131	(979) 245-0035	X
Patsy	Paranich	08/04/2010	Bastrop	104 Grady Tuck Ln	Bastrop	78602-4121	(512) 581-0900	VII
Christina	Pena	01/01/2009	McAllen	PO Box 220	McAllen	78505-0220	(956) 681-2900	X
Lorena	Perez-Diaz	06/03/2010	Port Lavaca	202 N Virginia St	Port Lavaca	77979-3431	(361) 552-9793 x2	X
Juli	Place		Round Rock	301 W. Bagdad, Ste 120	Round Rock	78664	(512) 341-3193	VI
Sylvia	Quintero	06/01/1989	San Marcos	630 E Hopkins St	San Marcos	78666-6314	(512) 393-8193	VII
Margarita	Ramirez	09/21/1993	Abilene	PO Box 60	Abilene	79604-0060	(325) 676-6304	V
Maria	Riojas	10/30/2009	Nixon	P.O. Box 356	Nixon	78140-2555	(830) 582-1395	VII
Carrie	Rivera	11/01/2006	New Braunfels	1486 S Seguin Ave	New Braunfels	78130-3853	(830) 221-4180	VII
Connie	Rodriguez	12/13/1999	McAllen	PO Box 220	McAllen	78505-0220	(956) 681-2900	X
Brittany	Rychlik	03/21/2005	Sugar Land	PO Box 110	Sugar Land	77487-0110	(281) 275-2555	IX
Andrea	Sanchez	10/09/1977	Laredo	PO Box 579	Laredo	78042-0579	(956) 794-1683	X
Herlinda	Sanchez	03/29/1999	Houston	1400 Lubbock St	Houston	77002-1526	(713) 247-4875	IX
Deborah	Savage	01/01/1998	New Deal	PO Box 126	New Deal	79350-0126	(806) 746-6399	I
Kay	Shields		Fairview	372 Town Place	Fairview	75069	(972) 886-4240	III
Dianne	Smith	06/26/2006	Greenville	PO Box 1049	Greenville	75403-1049	(903) 457-3129	III
Kelsey	Snyder	12/29/2011	Gatesville	110 North 8th Street	Gatesville	76528	(254) 865-2227	VI
Maria	Sosol	01/01/2010	Glen Rose	PO Box 1949	Glen Rose	76043-1949	(254) 897-2272	II
Michelle	Strickland	08/08/2005	Cumby	PO Box 349	Cumby	75433-0349	(903) 994-2666	IV
Chiquita	Taylor	02/27/2012	Coppell	130 Town Center Blvd	Coppell	75019-2127	(972) 304-3529	III
Erinda	Trevino	10/04/1994	Pearsall	205 E Rio Grande St	Pearsall	78061-3304	(830) 334-4160	X

Tiffany	Truque	11/15/2010	Copperas Cove	602 South Main	Copperas Cove	76522	(254) 547-5030	VI
Bonnie	Uecker	05/17/2004	Killeen	PO Box 1329	Killeen	76540-1329	(254) 501-7888	VI
Becky	Vandenberg	08/08/2011	Woodville	400 W Bluff St	Woodville	75979-5122	(409) 283-3255	VIII
Mary	Villarreal	11/06/1995	Houston	1400 Lubbock St	Houston	77002-1526	(713)-247-4678	IX
Norma	Walker	05/15/2006	MEXIA	211 N. Sherman	Mexia	76667-0207	254-562-4181	VI
Taffenie	Walton	08/04/2006	Hutto	401 W. Front St.	Hutto	78634-0639	(512)-759-1011	VI
Yvonne	Wilson	12/01/2009	New Braunfels	1486 S Seguin Ave	New Braunfels	78130-3853	(830) 221-4191	VII
Jewel	Wood	10/01/1997	Angleton	120 South Chenango	Angleton	77515-3149	(979) 849-2471	VIII

Clerks Regional Representation

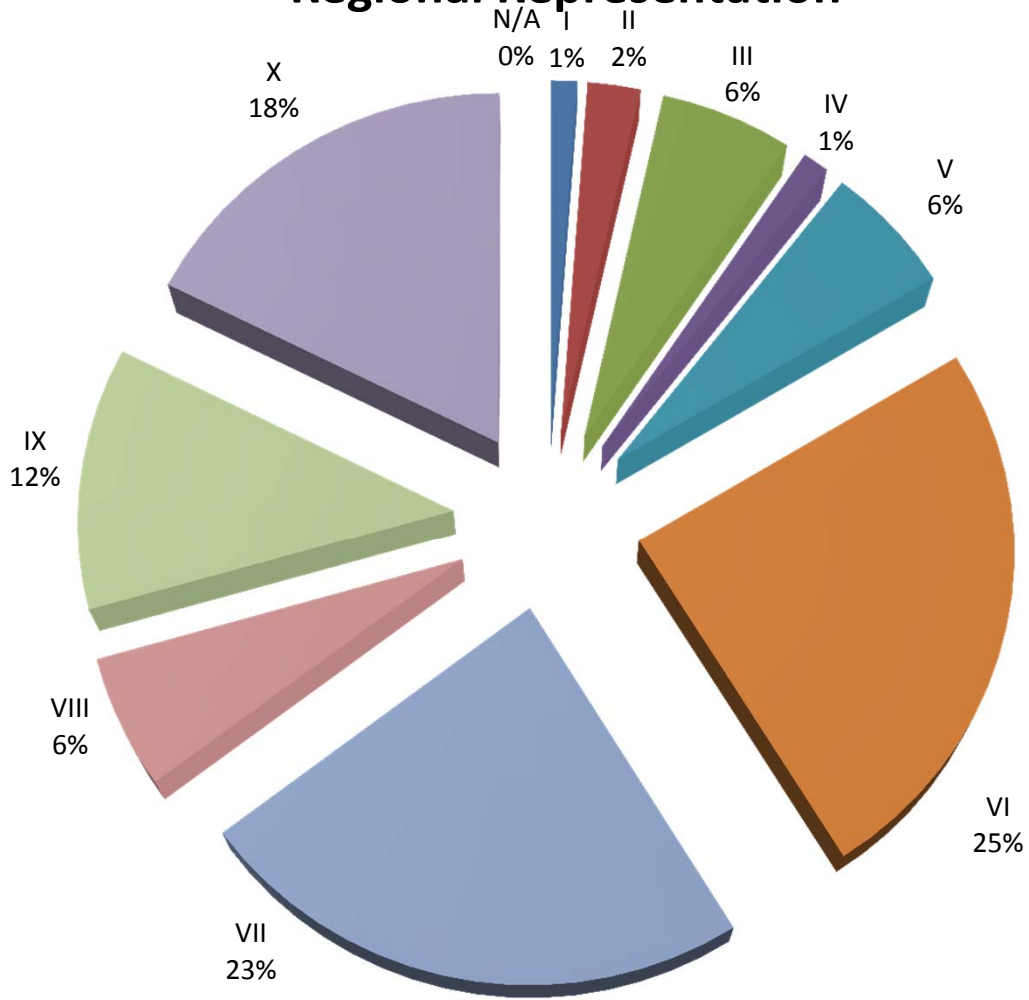
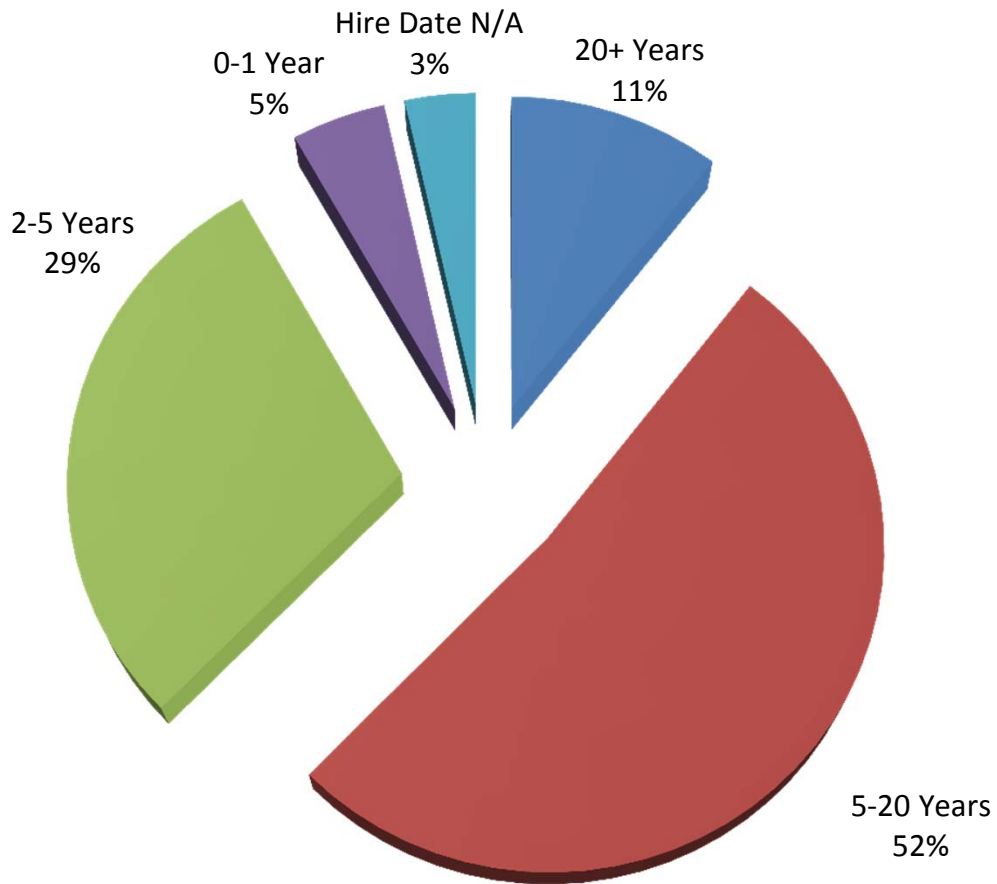


Chart Title

Clerks Appointment / Hire Date



TEXAS MUNICIPAL COURTS ASSOCIATION
TEXAS MUNICIPAL COURTS EDUCATION CENTER
OFFICERS AND DIRECTORS - FY 2013

President

Hon. Brian Holman
Presiding Judge
City of Lewisville
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972/219-3419
FAX: 972/219-3708
EMAIL: bholman@cityoflewisville.com

President-Elect

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Presiding Judge
City of Baytown
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281/627-1978
FAX: 281/420-5810
EMAIL: julie.escalante@baytown.org

First Vice-President

Hon. Sharon Hatten
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City of Midland
406 East Illinois
Midland, TX 79702-1152
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FAX: 432/685-7319
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Second Vice-President

Hon. Robin A. Ramsay
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City of Denton
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Secretary

Ms. Hilda P. Cuthbertson
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Treasurer

Hon. Robert C. Richter, Jr.
Presiding Judge
City of Missouri City
1350 NASA Parkway, Ste. 200
Houston, TX 77058
281/333-9229
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EMAIL: richter333@juno.com

Region I Director

Hon. Jan Matthews
Municipal Judge
City of Wilson
P.O. Box 22
Wilson, TX 79381-0022
806/470-5474
FAX: 806/628-6223
EMAIL: lubbock7@gmail.com

Region II Director

Hon. Ninfa Mares
Presiding Judge
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1000 Throckmorton
Fort Worth, TX 76102
817/392-6715
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EMAIL: Ninfa.Mares@fortworthtexas.gov

Region III Director

Hon. Bonnie Goldstein
Presiding Judge
City of Royse City
P.O. Box 140940
Dallas, TX 75246
214/321-3668
FAX: 214/321-8429
EMAIL: bgoldstein@blgpclaw.com

Region IV Director

Hon. Phyllis Rogers
Presiding Judge
City of Sulphur Springs
312 South David St., Ste A
Sulphur Springs, TX 75482-2794
(903) 885-7454
FAX: (903) 438-9548
EMAIL: pl Rogers3@yahoo.com

Region V Director

Ms. Linda Gossett
Court Administrator
City of San Angelo
110 S. Emerick St.
San Angelo, TX 76903-5510
325/657-4368
FAX: 325/657-4566
EMAIL: samc@wcc.net

Region VI Director

Hon. Kathleen Person
Presiding Judge
City of Temple
401 North Third Street
Temple, TX 76502
254/298-5687
FAX: 254/773-4301
EMAIL: kperson@templetx.gov

Region VII Director

Hon. Edward Spillane
Presiding Judge
City of College Station
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College Station, TX 77842-7960
979/764-3850
FAX: 979/764-3894
EMAIL: espillane@cstx.gov

Region VIII Director

Ms. Ellen Guerrant
Court Administrator
City of Texas City
1004 9th Ave. N.
Texas City, TX 77590
409/643-5800
FAX: 409/643-5716
EMAIL: eguerrant@texas-city-tx.org

Region IX Director

Hon. Esmeralda Garcia
Presiding Judge
City of Houston
1400 Lubbock St.
Houston, TX 77002-1526
713/247-5464
FAX: 713/247-8747
EMAIL: esmeralda.garcia@houstontx.gov

Region X Director

VACANT

Past President

Hon. Donna Starkey
Municipal Judge
City of Alvin
216 W. Sealy
Alvin, TX 77511
281/388-4251
FAX: 281/331-6646
EMAIL: dfstargate@aol.com

TEXAS MUNICIPAL COURTS EDUCATION CENTER

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www.tmcec.com

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Katie Tefft Program Attorney Email: tefft@tmcec.com	Pat Ek Registration Coordinator Email: ek@tmcec.com
Margaret Danforth Administrative Director / Controller Email: danforth@tmcec.com	Crystal Ferguson Communications Assistant Email: ferguson@tmcec.com
Tessa Madison Program Coordinator Email: madison@tmcec.com	Tracy Carson Administrative Assistant Email: carson@tmcec.com

TMCEC MERCHANDISE, PUBLICATIONS & VIDEOS

Apparel

Caps	\$15.00
Golf Shirts	\$25.00
T-Shirts	\$15.00
V-Neck T-Shirts	\$15.00
Youth T-Shirts	\$12.00
Denim Shirts	\$40.00
Ties	\$15.00
Shoe Mittens	\$10.00 \$7.00!
Baby Onesies	\$12.00

Miscellaneous

Stress Ball	\$3.00
Gavel Pin	\$5.00
Teddy Bears	\$12.00

Food /Beverage Items

Pocket Koozies	\$3.00
Ceramic Mugs	\$10.00
Travel Mugs (Metal)	\$10.00
Travel Mugs (Got Warrants/Got Evidence)	\$15.00

Office Supplies

Gavel Sets	\$41.00
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Publications

Code Book (Texas Criminal and Traffic Law Manual: Judicial Edition)	\$41.00 \$22.00!
TMCEC 2011 Bench Book	\$25.00 \$10.00!
TMCEC 2011 Forms Book	\$25.00 \$10.00!
The Municipal Judges Book	\$25.00
TMCEC 2011 Bench Book & Forms Book DVD	\$5.00
Clerks Study Guides I & II	\$25.00 \$10.00! each
Clerks Study Questions III	\$10.00
Quick Reference Trial Handbook	\$10.00
Rules of Evidence Handbook	\$10.00
The Recorder	\$35.00 annual subscription rate
Class C Handbook	\$10.00
Essential Spanish for the Municipal Courts	\$10.00
Child's Lonestar Book	\$10.00
A Day in Municipal Court (Coloring Book)	N/C (Spanish & English Versions) No Charge

Videos

	<u>VHSs</u>	<u>DVDs</u>
I Object Video	\$10.00	N/A
Authority and Duties Video	\$10.00	\$20.00
Role of M.C.	\$10.00	\$20.00
Pro Se Defendant	\$10.00	\$20.00
IDEA		\$20.00