

General Conference Information

Conference Registration: As this conference contains a court security component, costs for attending this conference are reimbursable through the Municipal Court Building Security Fund (see Article 102.017, Code of Criminal Procedure).

Hotel Registration: TMCEC will pay for a single occupancy hotel room for each participant for the night of August 12, 2010; however, be prepared to post a deposit or present a personal credit card for incidentals (movies, telephone calls, or room service).

The participant will pay any costs incurred for bringing additional family members. Please register early; the housing deadline is August 2, 2010. After the housing deadline, a room can no longer be guaranteed.

Commuters: If you live within a 30-mile radius of the seminar site, TMCEC cannot pay for a hotel room.

Cancellation Policy: Cancellations must be received at least 10 working days before the seminar date by calling TMCEC at 800.252.3718. Costs for meals, course materials, and housing will be charged to late cancellations.

No Show Policy: If you register and fail to attend the conference, TMCEC may invoice you or your city to recoup the costs of meals, course materials, and housing.

Continuing Education Credit: Attendance at this conference counts for six hours of clerk certification credit. Six hours of TCLEOSE credit will be submitted for licensed Texas peace officers with a TCLEOSE PID number.* There is no judicial education or CLE credit offered at this conference.

*TMCEC is contracted by the Commission on Law Enforcement (TCLEOSE) to provide training courses.

Texas Municipal Courts Education Center

1609 Shoal Creek Blvd. #302
Austin, TX 78701

Change Service Requested

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Texas Municipal Courts Education Center

Disaster & Emergency Preparedness

Special One-Day Conference
for municipal judges,
court administrators, and bailiffs



August 13, 2010
Austin, Texas

Funded by a grant from the Texas Court of Criminal Appeals

The Galveston Hurricane of 1900, still the deadliest natural disaster to ever strike the U.S.; the 1995 storms in Fort Worth and Dallas, called the costliest thunderstorm in history; the F5 tornado that devastated the small town of Jarrell in 1997; the Great 2000 Fort Worth Tornado; Tropical Storm Allison and the massive flooding in June of 2001; Hurricane Katrina, Hurricane Rita, and the third costliest hurricane to ever make landfall in the U.S. – Hurricane Ike.

Texas ranks highest of all U.S. states and occupied territories in the number of declared disasters, ranging from severe thunderstorms and tornados to tropical storms and hurricanes, from flooding to fires, even dust storms and earthquakes.

There are health pandemics, including last year’s outbreak of the “swine flu” (H1N1) that interrupted schools, social events, and courts across the country and Texas. Public utilities are disrupted – from weather or acts of terrorism. Power outages roll across Texas towns.

And in today’s society, we face a new type of threat...those which are manmade. These “disasters” include active shooters (remember the deadly 2005 Tyler courthouse shooting), a release of biological agents, or an incident similar to the February 18, 2010 suicide plane crash into an office complex in Austin, which housed an IRS Field Office and other state and federal agencies. Even the mere threat of an attack can disrupt day to day operations.

According to the U.S. Department of Homeland Security, “how quickly your company can get back to business after a terrorist attack or tornado, a fire or flood, often depends on emergency planning done today.” Is your court prepared?

Hope for the best, but prepare for the worst.
- English Proverb

DISASTER AND EMERGENCY PREPAREDNESS

One-Day Conference
For Judges, Court Administrators, and Bailiffs
August 13, 2010

6:45 - 8:00 a.m. **Registration / Breakfast**

8:00 - 12:00 p.m. **Continuity of Operations Planning for Courts**
presented by: Office of Court Administration

Emergency Preparedness and Response
presented by: City of Austin Office of Homeland Security and Emergency Management, and Texas Task Force 1

Panel Discussion: Dealing with Disaster

12:00 - 1:00 p.m. **Lunch**

1:00 - 3:00 p.m. **Court Security: Being Prepared**
presented by: Lt. Jimmie H. Barrett, Jr., Court Security Supervisor, Arlington County, Virginia, Sheriff’s Office and author of *Protecting Court: A Practitioner’s Guide to Court Security*

3:00 p.m. **Conference Adjourns**

TEXAS MUNICIPAL COURTS EDUCATION CENTER

Disaster & Emergency Preparedness

One-Day Conference
Austin Marriott South
August 13, 2010
Austin, Texas

Name (please print legibly): Last Name: _____ First Name: _____ MI: _____
Names you prefer to be called (if different): _____ Female/Male: _____
Position held: _____ TCLEOSE PID# _____
Date appointed/Hired/Elected: _____ Years experience: _____
Emergency contact: _____

HOUSING INFORMATION

TMCEC will make all hotel reservations from the information you provide on this form. TMCEC will pay for a single occupancy room for one night (August 12, 2010). To share with another participant, you must indicate that person’s name on this form.

I need a private, single-occupancy room.
 I need a room shared with a seminar participant. (Room will have 2 double beds)
Please indicate roommate by entering seminar participant’s name: _____
 I need a private double-occupancy room, but I’ll be sharing with a guest. [I will pay additional cost, if any, per night]

I will require: 1 king bed 2 double beds

Arrival date: _____ Smoker Non-Smoker

I do not need a room at the seminar.

Municipal Court of: _____ Email Address: _____
Court Mailing Address: _____ City: _____ Zip: _____
Office Telephone #: _____ Court #: _____ Fax: _____
Primary City Served: _____ Other Cities Served: _____

STATUS (Check all that apply):

- Full Time Part Time Bailiff/Warrant Officer Justice of the Peace
 Presiding Judge Court Administrator Mayor (ex officio Judge)
 Attorney Non-Attorney Court Clerk Other: _____
 Associate/Alternate Judge Deputy Court Clerk

I certify that I am currently serving as a municipal judge or court support personnel in the State of Texas. I agree that I will be responsible for any costs incurred if I do not cancel 10 working days prior to the conference. I agree that if I do not cancel 10 working days prior to the event that I am not eligible for a refund of the registration fee. I will first try to cancel by calling the TMCEC office in Austin. If I must cancel on the day before or day of the seminar due to an emergency, I will call the TMCEC registration desk at the conference site IF I have been unable to reach a staff member at the TMCEC office in Austin. If I do not attend the program, TMCEC reserves the right to invoice me or my city for meal expenses, course materials, and, if applicable, housing (\$85 or more plus tax per night). I understand that I will be responsible for the housing expense if I do not cancel or use my room. If I have requested a room, I certify that I work at least 30 miles from the conference site. Payment is due with the registration form. Registration shall be confirmed only upon receipt of registration form and payment.

Participant Signature (May only be signed by participant)

Date

PAYMENT INFORMATION

Check Enclosed for \$50 (Make checks payable to TMCEC)
 Credit Card for \$55 (Complete the following: \$5.00 will be added for each registration made with credit card payment)

Credit card type: _____ Credit Card Number _____ Expiration Date _____
 MasterCard *Amount to Charge:* _____ *Name as it appears on card (print clearly):* _____
 Visa \$ _____ *Authorized Signature:* _____

Please return completed form with payment to TMCEC at 1609 Shoal Creek Boulevard #302, Austin, TX 78701, or fax to 512.435.6118.