

Training / Seminar Approval Form

Department Name: County Court at Law No. 2

Seminar Name: Texas College of Probate Judges

Purpose: Continuing Education

Place: Galveston, Texas

Date: May 4-5, 2023

Who Will Be Attending:

Janelle Parker

This Training/ Seminar is necessary for the following reasons:

- Required continuing education
- Job training
- Improve work performance
- Required certification

Attach Registration Form and Complete the following information:

Amount of registration \$395.00 Date registration is due April 12, 2023

- Return check to department head
- Request Treasurer to mail check with registration

If an advance is requested, attach a completed Johnson County Travel Form.

Department Head Signature:



COMMISSIONERS COURT

SEND FORM TO COUNTY JUDGE'S OFFICE

APR 10 2023

RECEIVED BY COUNTY JUDGE'S OFFICE _____ DATE: _____

APPROVED BY COMMISSIONER'S COURT: _____ DATE: **Approved**

REGISTRATION FORM AND GENERAL INFORMATION QUESTIONNAIRE

Page 1 of 2

Texas College of Probate Judges, Galveston, May 4-5, 2023

With Special 1.5-hour Add-On Session, May 3, 2023

Grand Galvez, Galveston, Texas

2024 Seawall Boulevard, Galveston, TX 77550

Please **type** or **print** clearly and answer all questions.

You can also register online at www.tcpj.org/conferences



A separate page 1 of this registration form must be filled out by each person attending the conference. If you are sending one check to cover multiple registrations, you may send in only one page 2 of the registration form.

Name Janelle Parker Phone (817) 202-4035
County Johnson Title Probate Auditor
Mailing Address 204 S. Buffalo #305 Cleburne, TX 76033
Email address jparker@johnsoncountytexas.org

I am registering for the following:

- 2-day workshop - Please note this workshop is not approved for attorney MCLE credit.
- I would like to attend the optional add-on session on Wednesday*

**Note that even if you don't sign up for the Wednesday session, you may attend it if you are registered for the conference. But please check if you know you are coming so we can get a rough count.*

Is this your first Texas College of Probate Judges Conference attended? Yes No

Please check appropriate boxes:

- I am admitted to practice law
- I am not a lawyer
- I am Judge of a Constitutional County Court
- I am Judge of a County Court at Law exercising probate jurisdiction
- I am Judge of a Statutory Probate Court
- I am Judge of a _____ Court
- I am a County Clerk or District Clerk (or both)
- I am a Deputy Clerk
- I am a Probate Assistant/Court Staff

- For lunch, I would like the vegetarian option
- For lunch, I would like the gluten-free option

Please indicate years of service in your position: I have 7 years of service on the bench, as a County or District Clerk, in the Clerk's Office, or as Court staff.

- I have read and agree with the cancellation policy stated on page 2.

Registration form continues on page 2.

REGISTRATION FORM AND GENERAL INFORMATION QUESTIONNAIRE

Page 2 of 2

Texas College of Probate Judges, Galveston, May 4-5, 2023

With Special 2-hour Add-On Session, May 3, 2023

Hotel Galvez, Galveston, Texas

2024 Seawall Boulevard, Galveston, TX 77550

Cost for 2-day workshop:

\$395.00 per person if the registration form is received by **Wednesday, April 12** (Check can be in later).

\$420.00 per person if the registration form is received after **Wednesday, April 12**.

Cancellation policies:

- Cancellations made **on or before Wednesday, April 12**, can get a full refund of the registration fee.
- Cancellations made **after Wednesday, April 12, but before Saturday, April 15**, are subject to a **\$100** administration fee, but the rest of the registration fee will be refunded.
- If a cancellation is made **on or after Saturday, April 15**, the registration fee will be forfeited (although you would receive the conference materials).

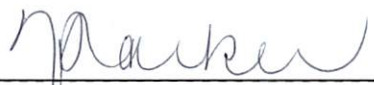
1. Payment amount; mark the appropriate box and fill in the amount of the check:

- I have enclosed a check in the amount of \$_____ to cover the registrations indicated below.
- I have requested that our auditor send TCPJ a check in the amount of \$_____ to cover the registrations indicated below. *Note: If you are sending a registration form to your auditor with your request for a check, you may want to also fax or email us a copy of the registration form to ensure we receive your registration by the deadline, even if the check will arrive after the deadline. Fax to 512-854-4418 or scan and email to TCPJconference@gmail.com.*

Make check payable to "Texas College of Probate Judges." TCPJ does not accept credit cards at this time.

2. This payment covers _____ (#) registrations. (Please indicate the total number of registrations.)

3. Be sure to enclose a separate page 1 of the registration form for each person registering.

Signature _____ 

Date 3/24/23

Printed name _____ Janelle Parker

Questions? For the quickest response, email TCPJconference@gmail.com. You may also call us at 512-480-0600. The fax number is 512-854-4418.

Mail registration form(s) and check(s) to:

Texas College of Probate Judges, P. O. Box 2025, Austin, Texas 78768

(Or, if check is to follow, you may scan and email registration form(s) to TCPJconference@gmail.com or fax registration form(s) to (512) 854-4418)

TEXAS COLLEGE OF PROBATE JUDGES

P.O. Box 2025 ★ Austin, Texas 78768 ★ (512) 480-0600 ★ tcpjconference@gmail.com ★ www.tcpj.org



March 21, 2023

Texas College of Probate Judges

2-Day Regional Workshop: 13.5 hours
plus optional 2-hour add-on introductory session

May 4-5, 2023

Optional Introductory Session on May 3
Conference check-in beginning May 3

Galveston, Texas
Grand Galvez

The Hon. Guy Herman
President
Probate Court No. 1
Travis County

Board of Directors

The Hon. Joe Ashmore, Ret.
Attorney at Law
Dallas County

The Hon. Eduardo A. Gamboa
Statutory Probate Judge
El Paso County

The Hon. Gladys Burwell
Senior Statutory Probate Judge
Galveston County

Catherine L. Horvath
Retired Chief Deputy Clerk



The Texas College of Probate Judges is proud to sponsor the May 2023 Regional Workshop in Galveston, Texas, which will be held at the Grand Galvez Hotel. Probate judges, probate clerks, probate assistants, court administrators, and other court and clerk personnel are all encouraged to attend our informative and entertaining programs.

A copy of the agenda is enclosed for your review. Below is a brief synopsis:

The Galveston Regional Workshop features a 13.5-hour educational program including Texas mental health law, citation and notice under the Estates Code, guardianship law, dependent and independent administration procedures of the Estates Code, heirship procedures, the responsibilities of the probate clerk, reporting requirements for courts and clerks, and the monitoring of administrations and guardianships.

** We'll also have an optional 2-hour add-on session on Wednesday evening for judges, clerks, and court staff that will discuss the current legislative session and proposed legislation that could affect the courts and clerks.*

The Texas College of Probate Judges is a private nonprofit educational organization dedicated to educating judges, clerks, and staff. Our seminars provide continuing education in all aspects of probate law and are designed to benefit both new and longstanding judges, clerks, and court employees.

Judges, Clerks, and non-attorney Court staff can receive credit towards their annual educational requirement for each hour attended; a maximum of 13.5 hours can be obtained at this Workshop (or 15.5 hours with the optional add-on session included). This Workshop is not approved for attorney MCLE credit. All participants will receive a certificate of completion.

Please see the enclosed flyer for information about our other program scheduled in 2023: our annual meeting on August 31-September 1 at the Menger Hotel in San Antonio.

Registration for the Galveston Regional Workshop

The registration fee for the Galveston Regional Workshop is **\$395.00 per person**, which includes written materials, as well as catered breakfast and lunches on Thursday and Friday.

Return registration forms no later than **Wednesday, April 12, 2023**, to receive the early bird rate. The first page of the registration form must be completed by each person attending the Regional Workshop.

Hotel for the Galveston Regional Workshop

The conference will be held at the Grand Galvez Hotel:

- **Hotel** – Grand Galvez Hotel, 2024 Seawall Blvd., Galveston (www.grandgalvez.com)
- **Deadline:** If you intend to stay at the Grand Galvez Hotel, **you must reserve a room no later than Thursday, April 10, 2023**, to receive the room block rate. There are a **limited number** of rooms available in our room block.
- **Room rates:** \$159.00 per night single or double, plus customary tax. Weekend rate is \$229.00 per night single or double, plus customary tax. There are a **limited number** of rooms available at the group rate. Please contact the hotel directly to request specific accommodations.
- **Hotel Reservations:** (409) 515-2154 – indicate group name when making reservations (Texas College of Probate Judges).

The Texas College of Probate Judges strives to present informative seminars offering practical tools for all attendees to take back to their home county. We hope to see you in Galveston at the Regional Workshop.

Sincerely,



Guy Herman, President, Texas College of Probate Judges

2-Day Regional Workshop

with optional 2.0-hour add-on introductory session on Wednesday

Galveston, Texas

Wednesday, May 3, 2023

3:00 PM TO 5:00 PM	Registration
4:00 PM TO 6:00 PM	Optional add-on session – Updates on the 2023 Legislative Session

Thursday, May 4, 2023

7:15 AM TO 7:55 AM	Registration & Breakfast
7:55 AM TO 8:00 AM	Welcoming Remarks Guy Herman, TCPJ President
8:00 AM TO 8:15 AM	Overview of Probate & Probating a Will <i>(including Probating a Will as a Muniment of Title)</i> Clint Alexander, Barnes Lipscomb & Stewart, PLLC, Austin
8:15 AM TO 8:40 AM	Independent Administration Clint Alexander, Barnes Lipscomb & Stewart, PLLC, Austin
8:40 AM TO 9:30 AM	Dependent Administration Clint Alexander, Barnes Lipscomb & Stewart, PLLC, Austin
9:30 AM TO 9:45 AM	Coffee Break
9:45 AM TO 10:45 AM	Notice and Citation in Probate Court Catherine L. Horvath, Retired Chief Deputy Clerk
10:45 AM TO 11:00 AM	Stretch Break
11:00 AM TO NOON	Attorney's Fees The Hon. Guy Herman, Travis County Probate Court No. 1
NOON TO 1:00 PM	Lunch
1:00 PM TO 3:00 PM	Mental Health Law The Hon. Jason Cox, Harris County Probate Court No. 3
3:00 PM TO 3:15 PM	Stretch Break
3:15 PM TO 4:15 PM	Guardianship Law, Part 1: Investigation & Creation The Hon. Jerry Simoneaux, Harris County Probate Court No. 1
4:15 PM TO 5:15 PM	Creditor's Claims Gus Tamborello, Gus G. Tamborello, PC, Houston

Thank you to our breakfast
sponsor!



Friday, May 5, 2023

Thank you to our breakfast sponsor!



7:30 AM TO 8:00 AM

Breakfast in Meeting Room

8:00 AM TO 9:00 AM

Heirship Proceedings & Small Estate Affidavits
The Hon. Tom Ruffner, Travis County Probate Court No. 1

9:00 AM TO 10:00 AM

Bonds, Inventories, and Accountings
The Hon. Steve King, Senior Judge - Tarrant County

10:00 AM TO 10:15 AM

Coffee Break

10:15 AM TO 11:15 AM

Compliance & Show Cause
Howard M. Reiner, Howard M Reiner & Associates, Houston & Irving

11:15 AM TO 12:15 PM

Lunch

12:15 TO 1:15 PM

Guardianship Law, Part 2: Nuts & Bolts of Judicial Administration
The Hon. Claudia Laird, Montgomery County Court at Law No. 2

1:15 PM TO 3:15 PM

Responsibilities of the Probate Clerk
(not including notice & citation)
Catherine L. Horvath, Retired Chief Deputy Clerk

TRAVEL PROCEDURES
HOTEL RESERVATION REQUEST

(EMAIL THIS FORM COMPLETED TO PURCHASING)

Note: When the Purchasing Department reserves the room; the payment will be processed and paid for on the credit card. The Purchasing department will need your hotel receipt as soon as you return. Do not request monies from the auditor's office on your regular travel form. Purchasing will forward this form to the auditor's office as backup.

DATE: January 9, 2023 DEPARTMENT: CAL2

PERSON SENDING REQUEST: Karen Jones

Person(s) Name Attending: 1. Janelle Parker
2. _____
3. _____
4. _____

How many rooms: 1 Double (Please add any special requirements)

Hotel Name: Grand Galvez

Hotel Address: 2024 Seawall Blvd. City: Galveston State: TX Zip: _____

Hotel Telephone #: 409-515-2154

Function Attending: Regional Workshop - Texas College of Probate Judges

Date of Check in: May 3, 2023

Date of Check out: May 5, 2023