

TRAVEL APPROVAL FORM

Department: County Clerk

Event Name: CDCAT Region V Spring Meeting

Location: Brownwood, TX

Event Dates: April 19, 2024

Purpose: Required Continuing Education/Certification
 Job Training
 Other: _____

Name of Attendees:

Sarah George _____

Court Decision:
This section to be completed by County Judge's Office



March 25, 2024

Required Documents Checklist:

**** Same-Day Travel - Commissioners Court Approval is not required ****

Overnight Travel

- Travel Approval Form
- Registration Information or Confirmation
- Itinerary, Agenda, or Breakdown
- Hotel Information, Confirmation, or Hotel Reservation Request Form

For Out of State Travel, please also include:

- Cost Estimation Breakdown for Trip with Airfare, Rental Car, Meals, Hotel, Etc.
- Narrative as to why the Out of State Travel is necessary

Signature of Elected Official/Department Head:

April Long

County and District Clerk's Association of Texas
Region V – Spring Meeting
April 19, 2024

The Depot Civic and Cultural Center, 600 E. Depot St. , Brownwood, Texas
76801

Thursday night Dinner and Drinks at the Pioneer Tap House 7:00 p.m. Sponsored by: *Kofile/IDocket*

Facility and Technical Support for the event Sponsored by:
Goldsmith Solutions/Information Technology Solutions

- 7:30-8:00 Registration
Breakfast and Coffee – *Sponsored by: Revolution Data Systems*
- 8:30-9:00 The Honorable Stephen Haynes Mayor of Brownwood to inform our group a little about Brownwood, Texas
- Welcome: The Honorable Shane Britton, Brown County Judge
 The Honorable Mike Smith, Brown County District Judge
 The Honorable Sam Moss, CCL Judge
- a. Invocation – The Honorable Harold Hogan, Justice of the Peace, Precinct #2
 b. Pledges to the Flags – Brown County Sheriff Vance Hill
 c. Introduction of Clerks (each clerk to stand and introduce themselves)
 d. Introduction of vendors and special guests
- 9:00-10:00 Sheri Woodfin, Court Service Consultant for OCA to give us educational updates - reporting
- 10:00-10:30 Morning Break
- 10:30-11:30 Keynote Speaker, Stan Standridge, Chief of Police San Marcos, Texas

- 11:30—1:00 Region V Business Meeting – Working lunch – Sponsored by:
Tyler Technologies
- a. Minutes Fall (2023) (vote)
 - b. Treasurer’s Report (Fall 2023) (vote) – Lila Deakle
 - c. Nominate Clerks of the Year 2024 (one District Clerk and one County Clerk)
 - d. Reappoint Region V Treasurer Lila Deakle 2024-2025
 - e. Election open for CDCAT Secretary (Dist. Clerk) deadline May 1, 2024
 - f. Conference City for 2026 deadline is May 3, 2024 (vote)
 - g. Announcements and any other business – Scholarship applications are due by May 1, 2024 submit to President, Julie Smith
 - h. Evaluations & Reimbursement Grants
- 1:00-2:00 Round Table Discussion County and District Clerks
- 2:00-2:30 Break and visit with vendors Sponsored by: ***Linebarger Goggan Blair & Sampson/Fidlar Technologies***
- 2:30-3:00 Door Prizes and Adjourn

PLEASE BRING A DOOR PRIZE!!!!

*****RSVP TO: Cheryl Jones 325/646-5514 or Sharon Ferguson 325/643-2594*****

We would like to extend a big thank you to our sponsors

List of Sponsors

***Goldsmith Solutions
Kofile
IDocket
Tyler Technologies
Revolution Data Systems
Linebarger Goggan Blair & Sampson
FidlarTechnologies***

Guest Initials:

Reservation & Rate Information								Avg Daily Rate: \$124.00
	Thu							EXTENDED DATES
Date	04/18/24							
Rate	\$124.00							
Tax	16.12							
Pkg								
Extra 1								
Extra 2								

Welcome to Best Western Plus Hotel Riata. We are excited to have you and your guests stay with us. This to confirm your reservation for the above listed dates is now confirmed. Your room will be held for your arrival and will be charged if you fail to arrive. If you would like to cancel without a charge, you must do so by 4:00 pm the day before arrival.

Reservationist