

Travel Approval Form

Department: County Court at Law No. 2

Event Name: TACA 48th Annual Education Conference

Location: Montgomery, Texas

Event Dates: 10/29/2024 - 11/01/2024


Purpose:

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

Name of Attendees:

Paula Cribbs _____

Lori Richards _____

Court Decision: <small>This section to be completed by County Judge's Office</small>

August 26, 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:





Texas Association for Court Administration

A Professional Association | Founded in 1976

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48th Annual Education Conference

Start 10/29/2024
1:00 PM

End 11/01/2024
10:00 AM

Location Margaritaville Lake Resort, 600
Margaritaville Park Way,
Montgomery, TX 77356

Registration

- Late Non-Member Fee (includes 1 year membership) - \$450.00
- Late TACA Member Fee - \$375.00
- Non-member Fee (includes 1 year membership) - \$425.00
- TACA Member Fee - \$350.00

Topics Covered: 2024 TACA Annual Conference Agenda

- Managing the Multigenerational Mix
- Ethics & How to Deal with Difficult People
- Creating a Win-Win Path to Success
- Legislative & OCA Updates
- OCA - Court Security
- Plenaries on various topics!

Who Should Attend:

- Court Coordinators
- Court Administrators
- Court Managers
- Court Secretaries
- Judges
- Support Staff

[Register](#)

Conference Location:

Margaritaville Lake Resort - Lake Conroe
600 Margaritaville Park Way
Montgomery, TX 77356

Host Hotel Information:

Margaritaville Lake Resort Lake Conroe
600 Margaritaville Park Way
Montgomery, TX 77356
936-448-4400

RESERVE A ROOM

****Please see below regarding room information.**

Reserve your room by September 26, 2024, to secure the TACA rate. Call the reservation department at 936-448-4400 and notify them you are with the Texas Association for Court Administration.

Cancellation Policy:

I. A full refund of fees paid will be authorized when a written request for cancellation of conference or program is received by the TACA Secretariat at least 31 days prior to the scheduled start of the program.

II. A refund of 70% of the fees paid will be authorized when a written request for cancellation of conference or program is received by the TACA Secretariat more than 5 days but less than 31 days prior to the scheduled start of the program.

III. A refund of 30% of the fees paid will be authorized when a written request for cancellation of conference or program is received by the TACA Secretariat less than 5 days prior to the scheduled start of the program.

IV. If no cancellation in writing is received by the TACA Secretariat and no payment has been received 5 days prior to scheduled start of the program. You will be charged 100% of the cost of registration fee.

V. No refund will be given for participants that do not attend the program and no advance notice of cancellation is received.

VI. Substitutions may be made for persons that are unable to attend. Advance notice is requested.

VII. The TACA Board may make exceptions to the refund policy in the event of an emergency that prevents the participant from attending as scheduled.

For more information, contact:

Kasadi Gutierrez, Project Coordinator
Correctional Management Institute of Texas
George J. Beto Criminal Justice Building
Sam Houston State University
Huntsville, TX 77341-2296
Fax: (936) 294-1671
Phone: (936) 294-1639
KDG010@shsu.edu

Texas Association for Court Administration
 48th Annual Education Conference
 October 29 - November 1, 2024
 Theme: Chartering the Path to Success

Tuesday, October 29, 2024

Time	Event	Speaker	Room	Person to contact Speaker
11:00 a.m. – 1:00 p.m.	Registration			
1:00 p.m. – 1:15 p.m.	Welcome Opening Remarks Presentation of Colors	Judge Robert Trapp		
1:15 p.m. – 3:00 p.m.	General Session Managing the Multigenerational Mix	Mark Taylor		
3:15 p.m. – 4:45 p.m.	General Session Ethics & How to Deal with Difficult People	Judge Kathleen Hamilton		

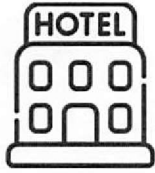
Wednesday, October 30, 2024

Time	Event	Speaker	Room	Person to contact Speaker
7:30 a.m.	Registration			
8:30 a.m. – 10:00 a.m.	General Session Creating a Win-Win Path to Success	Nancy Baird		
10:15 a.m. -11:45 a.m.	General Session Legislative & OCA Updates	Megan Lavoie		
11:45 a.m. – 1:00 p.m.	Luncheon Introduction of Candidates Presentation of Certificates			
1:00 p.m. – 2:30 p.m.	General Session	<i>TBD</i>		
2:45 p.m. – 4:15 p.m.	Workshop Round I			
	Misdemeanors	Judge John Hafley		
	Veterans Court-Empowering Veterans, Changing Lives: Insights from the VALOR Program	Judge John Roach		
	AJ Duties-Criminal Dockets	Judge Virgil B. Walker		
	<i>TBD</i>	<i>TBD</i>		

Time	Event	Speaker	Room
7:30 a.m.	Registration		
8:30 a.m.–10:00 a.m.	Workshop Round I		
	Topic Criminal	Dean Stanzione	
	Texas Advocacy Project-Understanding Protective Orders in Texas	Amanda Elkanick Oder & Micala Clark	
	Child Protective Services	Judge Amy Tucker	
	<i>TBD</i>	<i>TBD</i>	
10:15 a.m.–11:45 a.m.	Workshop Round II		
	OCA-Language Accessibility	Leonardo Perales	
	Probate	Judge Claudia Laird	
	Specialty Court - PEARLS	Judge Rosie Alvarado	
	Topic Criminal	Dean Stanzione	
11:45 a.m. – 1:00 p.m.	LUNCH		
1:00 p.m. – 2:30 p.m.	Workshop Round I		
	Mental Health Dockets	Ft. Bend County ADA Donna Mahmoudi	
	Road to Retirement	Richard Ashcraft	
	Human Trafficking	Harris County ADA Janna Oswald / ADA Lucas Baty	
	Texas Rule 145	Wayne Yang	
2:45 p.m. – 4:15 p.m.	Workshop Round II		
	Road to Retirement	Richard Ashcraft	
	A Week in the Life of a Civil Court	Judge Kristin Bays	
	Juvenile Timelines & Deadlines	Judge Scharlene W. Valdez	
	Dealing with Difficult People & Difficult Issues	Judge Clifford Brown	
4:15 p.m. – 5:30 p.m.	TACA Business Meeting		
6:30 p.m. – 8:30 pm	Halloween Costume Party		

Friday, November 1, 2024

Time	Event	Speaker	Room		
8:30 a.m. – 10:00 a.m.	General Session- OCA - Court Security	Hector Gomez			
10:15 a.m.	Conference Group Picture & Conference Adjourns				



TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at pur@johnsoncountytexas.org)

DATE: 08/15/2024

DEPARTMENT: County Court at Law No. 2

PERSON SENDING REQUEST: Karen Jones EXT: 1350

Person (s) Name Attending:

1. Paula Cribbs
2. Lori Richards
3.
4.
5.
6.

*If LEOSE Funds are being used to pay for the room upon check out, please check LEOSE FUNDS below:

LEOSE FUNDS

Function Attending: TACA 48th Annual Education Conference

Hotel Name: Margaritaville Lake Resort Lake Conroe
Hotel Address: 600 Margaritaville Park Way
City: Montgomery State: Texas Zip: 77356
Hotel Phone# 936-448-4400
Special Requirements:
Conference Hotel Block Code: Texas Association for Court Administration
Conference/Training Website:
How many rooms needed: 2
Date of Check In: 10/29/24 Date of Check Out: 11/1/24

NOTE: When the Purchasing Department reserves the hotel room, payment will be processed and paid for on the travel credit card. ALL Travel PO's MUST be in place prior to travel. The hotel receipt will need to be receipted on your PO upon return. If the traveler does not obtain a hotel receipt upon check out, it's the travelers responsibility to call the hotel and obtain a copy for receipting.