

Travel Approval Form

Department: JP1

Event Name: 2025 Experienced Court Personnel Seminar

Location: Galveston, TX

Event Dates: 2/24/2025 - 2/26/2025

Purpose: ☐ Required Continuing Education/Certification

☒ Job Training

☐ Other: _____

Name of Attendees:

Brandy Wood

Court Decision: This section to be completed by County Judge's Office
 2-10-25

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

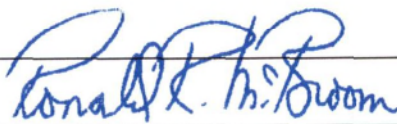
☒ Hotel Information, Confirmation, or Hotel Reservation Request Form

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:





This communication serves as verification that you have been successfully registered into the Experienced Court Personnel - Galveston

Brandy Wood

226 Featherston St.

Cleburne, TX 76033

USA

(817) 556-6033

Brandy Wood is registered in:

Experienced Court Personnel - Galveston

Location:	San Luis Galveston
Conference Dates:	24 Feb 2025 - 26 Feb 2025
Registration Date:	29 Oct 2024

Conference Notes

You are confirmed to attend the Experienced Court Personnel 16-Hour Conference in Galveston, TX at the San Luis Resort on February 24-26, 2025. Below is event information and details of your confirmed registration.

You may make changes to your registration in your TJCTC account up to two weeks prior to the event. Within two weeks, please email all changes to the Office Coordinator, Francisco Paredes, at fjp12@txstate.edu.

Location/Airport Transportation/Parking

DIRECTIONS: Individuals will be responsible for their own transportation to and from the hotel.

Address of the hotel is found below:

5222 Seawall Blvd.

Galveston, TX 77551

PARKING: TJCTC will pay for self-parking.

Program Details

If you selected a hotel room, your arrival date will be February 24th.

Registration will take place on Monday, February 24th from 11:00 a.m. – 12:45 p.m. The program will begin at 12:45 p.m. and go until 12:00 p.m. on Wednesday, February 26th. Breakfast and lunch will be provided on February 25th and breakfast will be provided on February 26th.

Meals are for grant-funded conference participants only. You will be on your own for dinner each night.

Participant Type

Experience Court Personnel

Package

Conference Registration

Add-Ons

Lodging Fee (1)

Note that additional session selection and/or completing a participant questionnaire may be required To register for individual sessions or complete your participant questionnaire, please log in at [Experienced Court Personnel - Galveston registration site](#) using your Texas Justice Court Training Center credentials previously sent in another email. This message has been sent to you by noreply@enroll.tjctc.txstate.edu

TEXAS JUSTICE COURT



TRAINING CENTER

Conference Name: Experienced Court Personnel - Galveston
Location: San Luis Galveston
Conference Dates: 24 Feb 2025 - 26 Feb 2025
Client: Texas Justice Court Training Center
Participant Name: Brandy Wood

Selected Sessions

Participant Brandy Wood is registered in the following sessions as of Jan 21, 2025 7:10:08 AM

<u>Session</u>	<u>Tracks</u>	<u>Location</u>	<u>Date</u>
Welcome and Orientation		The San Luis Resort and Conference Center	24 Feb 2025
Building Bridges: Courts & the Community		The San Luis Resort and Conference Center	24 Feb 2025
Defaults and Civil Dismissals		The San Luis Resort and Conference Center	24 Feb 2025
The Fantastic Four: Retrieval, Re-entry, Restoration, Repair & Remedy		The San Luis Resort and Conference Center	25 Feb 2025
Leadership for Supervisors, Administrators, & Chief Clerks		The San Luis Resort and Conference Center	25 Feb 2025
Exempt Property		The San Luis Resort and Conference Center	25 Feb 2025
Criminal Expunction and Nondisclosure		The San Luis Resort and Conference Center	25 Feb 2025
Writs: Sequestration, Abstract, Execution, Garnishment		The San Luis Resort and Conference Center	25 Feb 2025
Confident Communication		The San Luis Resort and Conference Center	26 Feb 2025
Fostering a Healthy Work Environment		The San Luis Resort and Conference Center	26 Feb 2025

Travel Approval Form

Department: JP1

Event Name: Tyler Connect Conference 2025

Location: San Antonio, TX

Event Dates: 5/12/2025 - 5/14/2025

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

Name of Attendees:

Brandy Wood

Court Decision: This section to be completed by County Judge's Office  2-10-25

Required Documents Checklist:

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

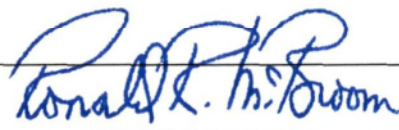
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- ☐ Narrative as to why the Out of State Travel is necessary

Signature of Elected Official/Department Head:



First Name *

Brandy

Last Name *

Wood

Email

bwood@jocotx.org

Payments & Packages

If you would like to purchase more packages or pay an unpaid balance with a credit card you may do so below.

To pay an unpaid balance, click on **Check** or **PO** link under the payment type column.

Orders[ADD PACKAGE](#)**Order Summary**

ID	BALANCE	PAYMENT TYPE
1119	\$1,199.00	PO

ORDER ITEMS	PRICE	QTY	TOTAL	STATUS
Tyler Connect Full Conference Package	\$1,199.00	1	\$1,199.00	Pending

	Sun, May 11	Mon, May 12	Tue, May 13	Wed, May 14
7:00 am				
8:00 am				
9:00 am			8:30 AM - 9:30 AM CDT eFile & Serve: Automating Review with AI	8:30 AM - 9:30 AM CDT eFile & Serve and Guide & File: What's Ne...
10:00 am			10:00 AM - 11:00 AM CDT CourtCall: Overview of the Best-in-Class ...	
11:00 am				
12:00 pm			11:30 AM - 12:30 PM CDT Configuring eFile & Serve: A Lab	11:30 AM - 12:30 PM CDT Enterprise Justice Onboarding for New E...
1:00 pm				
2:00 pm		2:00 PM - 3:00 PM CDT Enterprise Justice Party Record Deep Dive	2:00 PM - 3:00 PM CDT Court Check-In: Making It Easy	
3:00 pm				
4:00 pm		3:30 PM - 4:30 PM CDT Intro to Clerk Edition	3:30 PM - 4:30 PM CDT A Glimpse into the Future: Document Pro...	
5:00 pm				

▼ Monday, May 12

Registration & Solutions Hub Open

7:30 a.m.–4:30 p.m.

Session 1 (Opening & Keynote)

8:30 a.m.–9:30 a.m.

Break

9:30 a.m.–10:00 a.m.

Session 2

10:00 a.m.–11:00 a.m.

Break

11:00 a.m.–11:30 a.m.

Session 3

11:30 a.m.–12:30 p.m.

Lunch

12:30 p.m.–2:00 p.m.

Session 4

2:00 p.m.–3:00 p.m.

Break

3:00 p.m.–3:30 p.m.

Session 5

3:30 p.m.–4:30 p.m.

Client Happy Hour

4:30 p.m.–6:00 p.m.

▼ Tuesday, May 13

Registration & Solutions Hub Open

8:00 a.m.–4:30 p.m.

Session 6

8:30 a.m.–9:30 a.m.

Break

9:30 a.m.–10:00 a.m.

Session 7

10:00 a.m.–11:00 a.m.

Break

11:00 a.m.–11:30 a.m.

Session 8

11:30 a.m.–12:30 p.m.

Lunch

12:30 p.m.–2:00 p.m.

Session 9

2:00 p.m.–3:00 p.m.

Break

3:00 p.m.–3:30 p.m.

Session 10

3:30 p.m.–4:30 p.m.

Client Appreciation Event

6:00 p.m.–10:00 p.m.

▼ Wednesday, May 14

Registration Open

8:00 a.m.–12:00 p.m.

Session 11

8:30 a.m.–9:30 a.m.

Break

9:30 a.m.–10:00 a.m.

Session 12

10:00 a.m.–11:00 a.m.

Break

11:00 a.m.–11:30 a.m.

Session 13

11:30 a.m.–12:30 p.m.

Hotel Confirmation

Your Hotel is Booked



Grand Hyatt San Antonio River Walk

 600 E Market St., San Antonio, TX, 78205 | 0.03 miles from event venue.

 Room Type: Run of House

This upscale hotel beside the Henry B. Gonzalez Convention Center is a 9-minute walk from the famous Alamo Mission, and 10 minutes on foot from the lively San Antonio River Walk. The warm, polished rooms feature 55-inch flat-screen TVs, iPod docks and Wi-Fi, plus coffeemakers, minifridges and work areas. Upgraded rooms add access to an executive lounge with free breakfast and snacks. Suites offer additional living space.

 May 11th, 2025 → May 14th, 2025

Total: \$948.76

CONTINUE