

# Travel Approval Form

**Department:** District Attorney

**Event Name:** Prosecuting Domestic Violence & Child  
Sex Assault Conference 2025

**Location:** 16090 City Walk, Sugar Land, TX 77479

**Event Dates:** April 8-11, 2025

**Purpose:** ☒ Required Continuing Education/Certification  
☐ Job Training  
☐ Other: \_\_\_\_\_

**Name of Attendees:**

Kelsey Gipson \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>Court Decision:</b> <small>This section to be completed by County Judge's Office</small>
<div style="text-align: center;"> <b>3-24-2025</b></div>

## 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:**

Debra Heath



**INVOICE #****261733**

Registered By: Kelsey Gipson (kgipson@johnsoncountytexas.org)

Registration Date 3/6/2025 2:21:30 PM

Registration Amount

\$500.00

Invoice Date 3/6/2025

Amount Paid

\$0.00

Amount Due

\$500.00

Paid Date

**TDCAA**  
Texas District & County  
Attorneys Association

505 W. 12th St., Ste 100 • Austin, TX 78701 • 512-474-2436

## Registration Invoice

To ensure that you receive credit **PLEASE ENTER YOUR BAR NUMBER and or PID NUMBER.**

**Contact Information: If any pre-populated information need updating, please contact Kaylene Braden at [kaylene.braden@tdcaa.com](mailto:kaylene.braden@tdcaa.com).**

Title: Mrs.

Badge Name: Kelsey

First Name: Kelsey

Last Name: Gipson

Suffix:

Position: Asst. District Attorney

BAR Number: 24091333

PID Number:

Employer: Johnson County - DA

Office Address 1: 204 S. Buffalo Ave., Ste. 209

Office Address 2:

Office City: Cleburne

2025 Prosecuting Domestic Violence & Child Sex Assault  
Conference

Event Date: 4/8/2025 1:15 PM

End Date: 4/11/2025 12:00 PM

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-Full Registration \$500.00

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**Wednesday Breakouts - Please Select One**-Domestic Violence Track

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**Thursday Breakouts - Please Select One**-Domestic Violence Track

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Payment Method:

Payment by Check

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Office State:	TX
Office Zip:	76033-5404
Office Phone:	817.556.6965
Office Fax:	817.556.6816
Cell Phone:	
Office Email:	kgipson@johnsoncountytexas.org

# Prosecuting Domestic Violence & Child Sex Assault Conference

**April 8-11, 2025**

**18 hours of MCLE, including 2.5 hours of ethics; 18 hours of TCOLE (#3150)**

*One track is dedicated to attorneys with a DFPS/CPS caseload*

**The host hotel: Marriott Town Square  
16090 City Walk, Sugar Land, TX 77479**

Call 888/236-2427 for reservations and mention TDCAA to get the room rate of \$149 plus tax; this rate is good until March 17 or the block is sold out, whichever comes first.

**T**DCAA's 2025 Prosecuting Domestic Violence & Child Sex Assault Conference is the premier training solution for prosecutors tasked with handling these challenging cases. Built by Texas prosecutors, the conference is designed to advance attendees' advocacy skills and knowledge base through practical, professionally sourced training. From an exploration of recantation and memory to preparing child witnesses, a variety of topics will be covered—all aimed at seeing justice done. The conference also includes training geared toward prosecutors and DFPS attorneys assigned to a CPS caseload. This track has been developed with the assistance of the Supreme Court of Texas's Children's Commission and the Texas Department of Family and Protective Services. Don't miss this training opportunity!

RETURN SERVICE REQUESTED

Texas District & County Attorneys Association  
505 W. 12th St., Ste. 100  
Austin, TX 78701

PRSR STD  
U.S. POSTAGE  
**PAID**  
AUSTIN, TEXAS  
PERMIT NO. 1557

# Prosecuting Domestic Violence & Child Sex Assault Conference Agenda

## Tuesday, April 8

### General Session

- 1:15 p.m. **Welcome & Course Introduction**  
*Brian Klas, TDCAA Training Director, Austin*
- 1:30 p.m. **Power Dynamics**  
*Allenna Bangs, Asst. Criminal District Attorney, Tarrant County*
- 2:45 p.m. **Discovery: Procurement & Disclosure**  
*Lauren Scott & Meli Powers, Asst. Criminal District Attorneys, Bexar County*
- 4:00 p.m. **Case Study**  
*Lisa Borden, Asst. District Attorney, Midland County*
- 5:00 p.m. **Adjourn to the Opening Reception**  
(provided by TDCAA)



**Scholarships to attend this conference are available; please go to the conference's registration page at [www.tdcaa.com/training](http://www.tdcaa.com/training) for details.**

### Domestic Violence Track

- 8:30 a.m. **Analysis & Charging**  
*Staley Heatly, County Attorney, Wilbarger County, & Jessica Escue, Asst. District Attorney, Brazos County*
- 9:45 a.m. **Analysis & Charging (cont'd)**
- 11:00 a.m. **Recantation & Memory**  
*Mary McFaden, Asst. District Attorney, Harris County*
- Noon **Lunch (provided by TDCAA)**
- 1:30 p.m. **Overcoming Crawford & Hearsay**  
*Emil Mikkelsen, Asst. Criminal District Attorney, Smith County*
- 2:45 p.m. **Defense Issues**  
*Sarah Moore, Asst. District Attorney, Williamson County*
- 4:00 p.m. **Domestic Violence in Texas: Status & Resources**  
*Kristin Burns, TDCAA Domestic Violence Resource Prosecutor, Austin*
- 5:00 p.m. **Adjourn**

## Wednesday, April 9

### Child Sex Assault Track

- 8:30 a.m. **Analysis & Charging**  
*Jenn Sawyer, Asst. Criminal District Attorney, Dallas County, & Dale Smith, Asst. Criminal District Attorney, Tarrant County*
- 9:45 a.m. **Analysis & Charging (cont'd)**
- 11:00 a.m. **State's Experts**  
*Ben Kaminar, First Asst. Criminal District Attorney, Lamar County*
- Noon **Lunch (provided by TDCAA)**
- 1:30 p.m. **Pre-Trial Motions & Hearings**  
*Jessica Ramos, Asst. District Attorney, Fort Bend County*
- 2:45 p.m. **Child Testimony: Preparation and Execution**  
*Denise Nichols, Asst. District Attorney, Harris County*
- 4:00 p.m. **Defense Issues**  
*Felicia Oliphant, First Asst. Criminal District Attorney, Rockwall County*
- 5:00 p.m. **Adjourn**

### CPS Track

- 8:30 a.m. **Obtaining Delayed Birth Certificates**  
*Agata Vana, Asst. County Attorney, Burnet County*
- 9:45 a.m. **ICWA Primer**  
*Rebecca Safavi, Appellate Attorney, DFPS*
- 11:00 a.m. **Admission of Child Testimony**  
*Karin Qualls, Asst. Criminal District Attorney, Denton County, & Michele Surratt, Managing Attorney, DFPS*
- Noon **Lunch (provided by TDCAA)**
- 1:30 p.m. **Required Permanency Hearing Findings for Older Youth in Care**  
*Jesus Guillen, Asst. County Attorney, Harris County*
- 2:45 p.m. **Service on Parents in Foreign Countries**  
*Mauro Valdez, Asst. Criminal District Attorney, Bexar County*
- 4:00 p.m. **Caselaw Update**  
*Melissa Cuadrado & Amie Serrano, Appellate Attorneys, DFPS*
- 5:00 p.m. **Adjourn**

## Thursday, April 10

### Domestic Violence Track

- 8:30 a.m. **Voir Dire**  
*Hilary LaBorde, Asst. County & District Attorney, Limestone County*
- 9:45 a.m. **Open & Close**  
*Tara Avants, Asst. Criminal District Attorney, McLennan County*
- 11:00 a.m. **Cross-Examination**  
*Scott Simpson, Asst. Criminal District Attorney, Medina County*
- Noon **Lunch (on your own)**
- 1:30 p.m. **State's Case**  
*Emily Kirby & Chase Payne, Asst. Criminal District Attorneys, Tarrant County*
- 2:45 p.m. **State's Case (cont'd)**
- 4:00 p.m. **Punishment**  
*Jerry Varney, Asst. Criminal District Attorney, Dallas County*
- 5:00 p.m. **Adjourn**

### Child Sex Assault Track

- 8:30 a.m. **Voir Dire**  
*Katie Warren, Asst. District Attorney, Harris County*
- 9:45 a.m. **Open & Close**  
*James Zaleta, Asst. County & District Attorney, Ellis County*
- 11:00 a.m. **Cross-Examination**  
*Kim D'Avignon, Asst. Criminal District Attorney, Tarrant County*
- Noon **Lunch (on your own)**
- 1:30 p.m. **State's Case**  
*Donna Hansen & Brittney Aaron, Asst. District Attorneys, Montgomery County*
- 2:45 p.m. **State's Case (cont'd)**
- 4:00 p.m. **Punishment**  
*Cassie Graham, Asst. Criminal District Attorney, Lubbock County*
- 5:00 p.m. **Adjourn**

### CPS Track

- 8:30 a.m. **Nuts & Bolts of Aggravated Circumstances Cases**  
*Christine Rankin, Regional Attorney, DFPS*
- 9:45 a.m. **Uniform Child Custody Jurisdiction & Enforcement Act (UCCJEA)**  
*Brenda Kinsler, Staff Attorney, Texas Children's Commission*
- 11:00 a.m. **Civil Writs & Warrants**  
*Samantha Magee, Asst. Criminal District Attorney, Taylor County*
- Noon **Lunch (on your own)**
- 1:30 p.m. **Understanding Special Immigrant Juvenile Status (SIJS)**  
*Corine Dominguez, Regional Attorney, DFPS, & Dalia Castillo-Granados, Director, Children's Immigration Law Academy*
- 2:45 p.m. **Confidentiality Issues**  
*Tiffany Reedy, Asst. County Attorney, Harris County, & Sarah Best, Attorney, DFPS Records Management*
- 4:00 p.m. **DV Dynamics in Child Welfare Cases**  
*Katherine Argabright, Asst. Criminal District Attorney, Bexar County*
- 5:00 p.m. **Adjourn**



## Friday, April 11

### 9:00 a.m. Forum: Key Competency

*Audrey Louis, 81st Judicial District Attorney*

*Paige Pattillo, First Asst. County Attorney, Nacogdoches County*

*Jacob Putman, Criminal District Attorney, Smith County*

*Sunshine Stanek, Criminal District Attorney, Lubbock County*

### 10:45 a.m. Ethics Scenarios

*Mariel Puryear, Asst. County Attorney, Williamson County, &*

*W. Clay Abbott, TDCAA DWI Resource Prosecutor, Austin*

### 12:15 p.m. Adjourn

## Additional information about this conference

### Payment options:

☐ **\$500 Registration** (\$250 Registration fee + \$250 Association fee): For CAs, DAs, CDAs, C&DAs, and their office personnel. The TDCAA fee of \$250 is each participant's share of costs over and above what the grant allows (for example, excess costs of on-site meals and association overhead). In addition, this fee enables TDCAA to lock in discounted hotel rates for participants and entitles them to attend all association functions, including Tuesday's reception and Wednesday's lunch. For this conference, DFPS attorneys are eligible for the \$500 registration rate.

☐ **\$250 "Training Only" Registration:** For CAs, DAs, CDAs C&DAs and their office personnel. This fee does not allow an attendee to participate in receptions or lunches but entitles the attendee admittance to all training sessions.

☐ **\$750 Registration:** For everyone else.

**CLE and TCOLE credit:** Attendees will receive up to 18 hours of CLE and TCOLE credit, including 2.5 hours of ethics.

**Standard Reimbursement Policy:** TDCAA will reimburse only eligible prosecutors and prosecutor office employees up to the GSA rate per night for up to a three nights' stay at a hotel. TDCAA will not reimburse for meals, travel, registration fees, hotel tax, parking, taxi costs, or other extraordinary expenses. All other expenses are your own.

## Registration for this conference and other information is at [tdcaa.com](http://tdcaa.com).

*This program is funded by a grant from the Texas Court of Criminal Appeals and by the Texas District and County Attorneys Association.*

Kallie Tribble

**From:** Marriott Hotels & Resorts Reservations <reservations@res-marriott.com>  
**Sent:** Thursday, March 6, 2025 4:05 PM  
**To:** Purchasing  
**Subject:** Reservation Confirmation #81668062 for Houston Marriott Sugar Land

CAUTION: This email originated from outside of the Johnson County email system.  
Use care when opening links or attachments. Report suspicious emails.

ENHANCE YOUR STAY | SUMMARY OF CHARGES | CONTACT US



Houston Marriott Sugar Land

📍 16090 City Walk Sugar Land, Texas 77479  
USA

☎ +1-281-275-8400

Thank you for booking with us, Kelsey Gipson.

Wonderful awaits.

Tue, Apr 08, 2025 – Thu, Apr 10, 2025

Confirmation Number: 81668062



Check-In: Tuesday, April 8, 2025 04:00 PM

Check-Out: Thursday, April 10, 2025 12:00 PM



Number of rooms	1 Room
Guests per room	1 Adult
Guarantee Method	Credit Card Guarantee, Master Card
<hr/>	
Total for Stay (all rooms)	339.18 USD

## Room 1

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Room Type > 1 King Bed, Guest Room



### Guaranteed Requests:

None

ALL REQUESTS >

**Manage Stay**

## Important Information About Your Stay

-  In order to prepare for your upcoming stay, we invite you to **learn more** about what to expect when you arrive and the experiences that await you.
-  Upon early departure, an Early Departure Charge of one night's room & applicable tax applies.



**Kallie Tribble**

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**From:** Marriott Hotels & Resorts Reservations <reservations@res-marriott.com>  
**Sent:** Thursday, March 6, 2025 4:09 PM  
**To:** Purchasing  
**Subject:** Reservation Confirmation #81680258 for Houston Marriott Sugar Land

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[ENHANCE YOUR STAY](#) | [SUMMARY OF CHARGES](#) | [CONTACT US](#)



## Houston Marriott Sugar Land

📍 16090 City Walk Sugar Land, Texas 77479  
USA

📞 +1-281-275-8400

Thank you for booking with us, Kelsey Gipson.

Wonderful awaits.

Thu, Apr 10, 2025 – Fri, Apr 11, 2025

Confirmation Number: 81680258



Check-In: Thursday, April 10, 2025

04:00 PM

Check-Out: Friday, April 11, 2025

12:00 PM



Number of rooms	1 Room
Guests per room	1 Adult
Guarantee Method	Credit Card Guarantee, Master Card
<hr/>	
Total for Stay (all rooms)	317.56 USD

## Room 1

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Room Type > 1 King Bed, Guest Room

[UPGRADE ROOM >](#)


## Guaranteed Requests:


1 King Bed

[ALL REQUESTS >](#)

[Manage Stay](#)

## Important Information About Your Stay

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