

TRAVEL APPROVAL FORM

Department: County Clerk

Event Name: 2025 CDCAT Fall Conference

Location: College Station, TX

Event Dates: September 17th-19th, 2025

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



7-28-25

Required Documents Checklist:

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

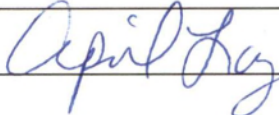
Overnight Travel

- ☒ 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:



Approved in CC on 9/11/2023



2025 County & District Clerks' Assoc. Fall Conference registration for Ms. Sarah George

Event date 9/17/2025 – 9/19/2025 [View event](#)

Registration option Registration

Registration status Registered

Registered on 7/14/2025

Registered by Ms. Nikki Ortegon

Bill to Ms. Nikki Ortegon

Total charges 200.00

Balance 200.00

Badge information

Informal name	Sarah
Full name	Ms. Sarah George
Title	Chief Deputy
Organization	Johnson County
City	Cleburne
State Province	TX
Country	United States

Program item registrations

<u>Program Item</u>	<u>Quantity</u>	<u>Status</u>	<u>Starting</u>	<u>Ending</u>
There are no records.				

Question responses

<u>Question For</u>	<u>Question</u>	<u>Response</u>
There are no records.		



TEXAS ASSOCIATION *of* COUNTIES

1210 San Antonio Street
Austin, TX 78701

Phone: [\(512\) 478-8753](tel:(512)478-8753)

TAC Legal Helpline: [\(888\) ASK-TAC4](tel:(888)ASK-TAC4)

Toll Free: [\(800\) 456-5974](tel:(800)456-5974)

Resources

[Member Portal](#)

[Contact Us](#)

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[Calendar of Events >](#)



TEXAS ASSOCIATION *of* COUNTIES

2025 County and District Clerks' Association of Texas Fall Conference

September 17, 2025 - September 19, 2025 multi-day

07:00 AM - 11:00 AM

Texas A&M Hotel & Conference Center
177 Joe Roult Blvd.
College Station, TX 77840

Contact Sam Burke or Amy Lawson at (800) 456-5974.

Contact Us

Registration

AGENDA

Wednesday, Sept. 17

11 a.m. - 5 p.m.: Registration and Information Desk Open

Foyer

Location: Conference Foyer

Noon - 5 p.m.: Exhibit Hall Open

Location: Century Ballroom Foyer

1 - 1:30 p.m.: Welcome and Announcements

Hon. Sandra Roblez, Yoakum County District Clerk

Location: Century Ballroom

1:30 - 3 p.m.: Keynote

Location: Century Ballroom

3 - 3:30 p.m.: Refreshment Break With Vendors

Location: Century Ballroom Foyer

3:30 - 5 p.m.: Strengthening Teamwork: Unified Efforts Between the Office of Court Administration and Clerks

Clarissa Webster, Court Consultant, Office of Court Administration
Sheri Woodfin, Policy and Reporting Specialist, Office of Court Administration

Location: Century Ballroom Foyer



General



General



General



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AGENDA

Thursday, Sept. 18

7 - 8 a.m.: Breakfast

Location: Century Ballroom Foyer

General

8 a.m. - 5 p.m.: Registration and Information Desk Open

Location: Century Ballroom

General

8 a.m. - 5 p.m.: Exhibit Hall Open

Location: Century Ballroom Foyer

8 - 9 a.m.: Legislative Process 101: Fostering a One-Team Approach

Kirsten Mills, Legislative Liaison, Texas Association of Counties
Jay Williamson, Legislative Contact, CDCAT

Location: Century Ballroom

General

9 - 10 a.m.: Legislative Update on the 89th Texas Legislative Session: Working As A Team to Achieve Success

Legislative Panel

General

Location: Century Ballroom

10 - 10:30 a.m.: Break in Exhibit Hall

Location: Century Ballroom Foyer

10:30 - 11:30 a.m.: reSearch Texas

Location: Century Ballroom

General

11:30 a.m. - 1 p.m.: Lunch On Your Own

1 - 2:30 p.m.: Ethics: Perils and Pitfalls of Public Office

Paul Miles, Associate General Counsel, Texas Association of Counties

Location: Century Ballroom

General

2:30 - 3 p.m.: Break in Exhibit Hall

Location: Century Ballroom Foyer

3 - 4 p.m.: District Clerk Breakout Session: Top 10 FAQs: Things I Know I Knew But I Forgot

Moderators: Hon. Cheryl Jones, Brown County District Clerk

Hon. Laura Hinojosa, Hidalgo County District Clerk

This session provides answers to your most frequently asked questions as a district clerk

Location: Century Ballroom I-II

District Clerks

3 - 4 p.m.: County Clerk Breakout Session: Top 10 FAQs: Things I Know I Knew But I Forgot

Moderators: Hon. Julie Smith, Potter County Clerk

Hon. Karren Winter, Archer County Clerk

County Clerks

This session provides answers to your most frequently asked questions as a county clerk.

Location: Century Ballroom III-IV

4 - 5 p.m.: District Clerk Breakout Session: Top 10 FAQs: Things I Know I Knew But I Forgot (Part 2)

District Clerks

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Moderators: Hon. Heather Marks, San Patricio County District Clerk
Hon. Melissa Mead, Hartley County Combination Clerk

Location: Century Ballroom I-II

4 - 5 p.m.: County Clerk Breakout Session: Top 10 FAQs: Things I Know I Knew But I Forgot (Part 2)

County Clerks

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Moderators: Hon. Alison Haley, Midland County Clerk
Hon. Cathy Jentho, Eastland County Clerk

Location: Century Ballroom III-IV

 <https://www.facebook.com/TexasCounties>  <https://www.instagram.com/texascounties/>  <https://twitter.com/TexasCounties>  <http://www.linkedin.com/company/TexasCounties>



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AGENDA

Friday, Sept. 19

8:30 - 9:30 a.m.: District Clerk Breakout Session: Vitals: Delayed Birth Certificates, Adoptions and Name Changes

District Clerks

Location: Century Ballroom I-II

8:30 - 9:30 a.m.: County Clerk Breakout Session: Recording

County Clerks

Hon. Sylvia Garza-Perez, Cameron County Clerk
Hon. Krystal Valdez, Ellis County Clerk

Location: Century Ballroom III-IV

9:30 - 11 a.m.: District Clerk Breakout Session: Writs, Citations, Notices: Clerks With Issues and Issues With Issuances

District Clerks

Hon. Sharena Gilliland, Parker County District Clerk

Location: Century Ballroom I-II

9:30 - 11 a.m.: County Clerk Breakout Session: Probate and Guardianship

County Clerks

Hon. Karren Winter, Archer County Clerk

Location: Century Ballroom III-IV

You're all set, Sarah!

Confirmation number: 95190456

We sent the details to

Hotel Information



Hampton Inn College Station

320 Texas Ave., S.
College Station, Texas 77840 USA
+1 979-846-0184

Stay Information

17 SEP WED — **19** SEP FRI

Check-in: 3:00 PM

Check-out: 11:00 AM

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out.

Guest information

Sarah George

Hilton Honors#:

1 room for 1 adult

1 King Bed Nonsmoking - Clerks Association

Total room charge \$188.00

Total taxes \$29.61

Total for stay: \$217.61

Payment

Guarantee policy

There is a Credit Card required for this reservation.

If you use a debit/credit card to check in, a hold may be placed on your card account for the full anticipated amount to be owed to the hotel, including estimated incidentals, through your date of check-out and such hold may not be released for 72 hours from the date of check-out or longer at the discretion of your card issuer.

Cancellation policy

Free cancellation before 11:59 PM local hotel time on 16 Sep 2025.

At check in, the front desk will verify your check-out date. Rates quoted are based on check-in date and length of stay. Should you choose to depart early, price is subject to change.

We reserve the right to cancel or modify reservations where it appears that a customer has engaged in fraudulent or inappropriate activity or under other circumstances where it appears that the reservations contain or resulted from a mistake or error.

Totals listed here are estimated based on current taxes and exchange rates (if applicable) and do not include additional fees/charges that may be incurred during your stay.

Optional services for an additional charge

Self parking

Complimentary

Pets

Pets allowed, \$50.00 non-refundable fee, \$50 for 1-2 nights, \$75 2-4 nights, \$125 4+ nights.