AGENDA ITEM
CA15

Travel Approval Form

Department: JP 2

Event Name: JPCA Annual Conference

Location: El Paso

Event Dates: June 22 - 27, 2025

Purpose:

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

Name of Attendees:

Jeff Monk

Nikki Ashley

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

Johnson County ★ APPROVED ★ Commissioners Court

3-24-2025

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

Nikki Ashley

From: Jeff Monk
Sent: Wednesday, March 12, 2025 9:26 AM
To: Nikki Ashley
Subject: FW: Confirmation

From: do-not-reply@county.org <do-not-reply@county.org>
Sent: Wednesday, March 12, 2025 9:24 AM
To: Jeff Monk <JMonk@johnsoncountytx.org>
Subject: Confirmation

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

Dear Hon. Jeff Monk,

Thank you for your recent online submission. Here are confirmation details for your records.

Order Number: 272295
Order Date: Mar 12, 2025 9:23 AM
Bill To: Hon. Jeff Monk
Order Total: 250.00
Payment Method: You will be billed for the balance due - Purchase Order Number JP 2 Jeff Monk.

Item	Price	Qty	Total
81st Annual JPCA Education Conference - Hon. Jeff Monk *When:* Jun 23, 2025 12:00 PM - Jun 27, 2025 12:00 PM *Where:* Hotel Paso Del Norte 10 Henry Trost Ct El Paso, TX 79901 United States	250.00	1	250.00
Registration option: Jun 23, 2025 8:00 AM - Registration			

Item Total	250.00
Item Grand Total	250.00
Transaction Grand Total	250.00

You may review your registration and event information at any time on our website by logging into your Member Portal.

TEXAS ASSOCIATION *of* COUNTIES

Menu

81st Annual JPCA Education Conference registration for Ms. Nikki Ashley

Event date	6/23/2025 – 6/27/2025	View event
Registration option	Registration	
Registration status	Registered	
Registered on	3/12/2025	
Registered by	Ms. Nikki Ashley	
Bill to	Ms. Nikki Ashley	
Total charges	250.00	
Balance	250.00	

View account page

Badge information

Informal name	Nikki
Full name	Ms. Nikki Ashley
Title	Chief Court Clerk/Administrator
Organization	Johnson County

TEXAS ASSOCIATION *of* COUNTIES

Justices of the Peace and Constables Association of Texas 81st Annual Education Conference

June 23, 2025 - June 27, 2025 **multi-day**

12:00 PM - 11:00 AM

Hotel Paso del Norte
10 Henry Trost Ct.
El Paso, TX 79901

Contact Luz Hinojosa or Sam Burke, or call (800) 456-5974. Check back often for conference updates.

Contact Us

Registration

AGENDA

Note: Schedule subject to change

Total education hours offered: 16 for judges and clerks; 20 for civil process (mandatory attendance of all 20 hours)

Monday, June 23

10 a.m. - 5 p.m.: Registration Open

10 a.m. - 2 p.m.: Vendors Setup

2 - 5 p.m.: Committee Meetings

3:30 - 5 p.m.: Budget and Oversight Committee Meeting

1 - 2:45 p.m.: Civil Process — Technology and Civil Process: Harnessing the Future

Civil Process

Presenter: Jim Slack, Lieutenant, Montgomery County

2:45 - 3:15 p.m.: Refreshment Break

Civil Process

3:15 - 5 p.m.: Civil Process — High Risk Writs

Civil Process

Presenter: Carl Eller, Deputy Constable, Travis County

6 - 8 p.m.: Welcome Reception

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Registration

AGENDA

Note: Schedule subject to change

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Tuesday, June 24

8 a.m. - 4 p.m.: Vendors Open

8 a.m. - 5 p.m.: Registration Open

8 a.m. - 5 p.m.: Silent Auction and JPCA Store

8:30 - 11:30 a.m.: Opening Ceremony, Business Meeting, Nominations

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

1 - 2:45 p.m.: General Session: History of the JP and Constable: Shining a Light on Justice

Presenter: Hon. Rick G. Hill, Justice of the Peace, Brazos County

2:45 - 3:30 p.m.: Refreshment Break — Visit With Vendors

3:30 - 5 p.m.: General Session: Securing Your Safety: Working With County Stakeholders

Presenters: Panel

6 p.m.: 42 Domino Tournament at the Hotel Paso del Norte Rooftop

Sign-up onsite.
Join us for a friendly game of dominoes! Sign-in will start at 6 p.m. Entry fees are $25/team or $15/single player, to be paid at sign-in.

Location: Hotel Paso del Norte Rooftop

8 p.m.: JPCA Jam Session at the Hotel Paso del Norte Rooftop

Location: Hotel Paso del Norte Rooftop

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El Paso, TX 79901

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Contact Us

Registration

AGENDA

Note: Schedule subject to change

Total education hours offered: 16 for judges and clerks; 20 for civil process (mandatory attendance of all 20 hours)

Wednesday, June 25

7:30 a.m. - 3:30 p.m.: Vendors Open

8 a.m. - 5 p.m.: Registration Open

8 a.m. - 5 p.m.: Silent Auction and JPCA Store

8 - 8:30 a.m.: JPs Clerks Class — Receivership Panel JPs/Clerks

8 - 9 a.m.: Civil Process — Complex Service Issues Civil Process

Presenter: Hon. Michael A. Truitt, Constable, Denton County

8:30 - 9:30 a.m.: Refreshment Break — Visit With Vendors

JPs/Clerks Class Break 8:30-9 a.m.
Civil Process Break 9-9:30 a.m.

9 - 10 a.m.: JPs Clerks Class — Receivership Panel (continued)

JPs/Clerks

9:30 - 10 a.m.: Civil Process — Complex Service Issues (continued)

Civil Process

Presenter: Hon. Michael A. Truitt, Constable, Denton County

10 - 10:45 a.m.: JPs Clerks Class — Due Process, Defendants' Rights, Guilty Pleas

JPs/Clerks

Presenter: Hon. Laura Weiser, Retired County Court at Law Judge and Judicial Program Liaison for Center for the Judiciary.

10 - 11 a.m.: Civil Process —Working With Your County

Civil Process

Presenter: Mike Pendley, Lieutenant, Williamson County

10:45 - 11:15 a.m.: Refreshment Break — Visit With Vendors

JPs/Clerks Class Break 10:45-11 a.m.
Civil Process Break 11-11:15 a.m.

11 - 11:45 a.m.: JPs Clerks Class — Due Process, Defendants' Rights, Guilty Pleas (continued)

JPs/Clerks

Presenter: Hon. Laura Weiser, Retired County Court at Law Judge and Judicial Program Liaison for Center for the Judiciary.

11:15 a.m. - noon: Civil Process —Working With Your County (continued)

Civil Process

Presenter: Mike Pendley, Lieutenant, Williamson County

Noon - 1 p.m.: Legislative Exchange

Noon - 2:30 p.m.: Lunch on Your Own

2:30 - 3:15 p.m.: General Session: Squatters and Landlord-Tenant Relationships

Presenters: Rebecca Glisan, Director of Curriculum and Staff Attorney, Texas Justice Court Training Center
Amber Myers, Staff Attorney, Texas Justice Court Training Center

3:15 - 3:45 p.m.: Refreshment Break — Visit With Vendors

3:15 - 5 p.m.: Voting Open for JPCA Representatives

3:45 - 5 p.m.: General Session: Squatters and Landlord-Tenant Relationships (continued)

6 p.m.: Night at the Ballpark

El Paso Chihuahuas vs. Sugar Land Space Cowboys
Southwest University Park
1 Ballpark Plaza, El Paso, TX 79901.

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Justices of the Peace and Constables Association of Texas 81st Annual Education Conference

June 23, 2025 - June 27, 2025 multi-day

12:00 PM - 11:00 AM

Hotel Paso del Norte
10 Henry Trost Ct.
El Paso, TX 79901

Contact Luz Hinojosa or Sam Burke, or call (800) 456-5974. Check back often for conference updates.

Contact Us

Registration

AGENDA

Note: Schedule subject to change

Total education hours offered: 16 for judges and clerks; 20 for civil process (mandatory attendance of all 20 hours)

Thursday, June 26

7:30 - 9 a.m.: Prayer Breakfast

8 a.m. - 5 p.m.: Registration Open

8 - 9:30 a.m.: Voting Open for JPCA Elections

8 a.m. - 5 p.m.: Silent Auction (ends at 3:15 p.m.)

8 a.m. - 5 p.m.: JPCA Store

9 - 11:30 a.m.: Business Meeting

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

1 - 1:45 p.m.: JPs Clerks Class — Commercial Drivers and Masking

JPs/Clerks

1 - 2:15 p.m.: Civil Process — Writ Scenarios: Fixing Errors

Civil Process

Presenters: Hon. Charles Buck Stevens, Constable, Brazoria County
Bronson Tucker, Director of Curriculum and Staff Attorney, Texas Justice Court Training Center

1:45 - 2:45 p.m.: Refreshment Break

JPs/Clerks Class Break 1:45-2:15 p.m.
Civil Process Break 2:15-2:45 p.m.

2 - 3:15 p.m.: JPs Clerks Class — Commercial Drivers and Masking (continued)

JPs/Clerks

2:45 - 3:15 p.m.: Civil Process — Writ Scenarios: Fixing Errors (continued)

Civil Process

Presenters: Hon. Charles Buck Stevens, Constable, Brazoria County
Bronson Tucker, Director of Curriculum and Staff Attorney, Texas Justice Court Training Center

3:15 - 4:45 p.m.: JPs Clerks Class — Judicial Independence and the Rule of Law

JPs/Clerks

3:15 - 4:45 p.m.: Civil Process — Exempt Property Issues

Civil Process

Presenter: Mark Zuniga, Staff Attorney, Texas Justice Court Training Center

5 p.m.: Silent Auction (ends at 5 p.m.)

6 - 7 p.m.: President's Reception

7 - 9 p.m.: Installation and Awards Banquet

Sponsored by Linebarger Attorneys at Law

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Registration

AGENDA

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Friday, June 27

9 - 11 a.m.: General Session: Lead Yourself First

Presenters: Michael Warren, Chief Operating Officer at Command Presence Training

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Nikki Ashley

From: Nikki Ashley <nikki_ashley33@yahoo.com>
Sent: Wednesday, March 12, 2025 9:15 AM
To: Nikki Ashley
Subject: Fwd: Reservation Confirmation #71560102 for Hotel Paso Del Norte, Autograph Collection

Sent from my iPhone

Begin forwarded message:

From: Autograph Collection Reservations <reservations@res-marriott.com>
Date: March 12, 2025 at 9:14:16 AM CDT
To: nikki_ashley33@yahoo.com
Subject: Reservation Confirmation #71560102 for Hotel Paso Del Norte, Autograph Collection
Reply-To: "reservations@res-marriott.com" <reservations@res-marriott.com>

ENHANCE YOUR STAY | SUMMARY OF CHARGES | CONTACT US

AUTOGRAPH COLLECTION HOTELS

Hotel Paso Del Norte, Autograph Collection

10 Henry Trost Ct El Paso, Texas 79901 USA +1-915-534-3000

Thank you for booking with us, Nikki Ashley.

Craft your next story

Sun, Jun 22, 2025 – Fri, Jun 27, 2025
Confirmation Number: 71560102

Nikki Ashley

From: Jeff Monk
Sent: Wednesday, March 12, 2025 9:30 AM
To: Nikki Ashley
Subject: FW: Reservation Confirmation #71608235 for Hotel Paso Del Norte, Autograph Collection

From: Autograph Collection Reservations <reservations@res-marriott.com>
Sent: Wednesday, March 12, 2025 9:28 AM
To: Jeff Monk <JMonk@johnsoncountytx.org>
Subject: Reservation Confirmation #71608235 for Hotel Paso Del Norte, Autograph Collection

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AUTOGRAPH COLLECTION HOTELS

Hotel Paso Del Norte, Autograph Collection

10 Henry Trost Ct El Paso, Texas 79901 USA +1-915-534-3000

Thank you for booking with us, Jeff Monk.

Craft your next story

Sun, Jun 22, 2025 – Fri, Jun 27, 2025
Confirmation Number: 71608235