



Louisiana City Court Clerks Association

36th Annual Conference

Destin, Florida

June 2 – 5, 2013

Welcome!

We are glad you could make the trip to beautiful and (hopefully) sunny Destin, Florida and participate in the LCCCA's 2013 Annual Conference. We have an excellent agenda and great presenters. We hope you will find the conference both educational and enjoyable.

Our goal is to make this conference and all future conferences as relevant to your job as possible. If you have any constructive criticism and/or ideas on how we can make future conferences better, please feel free to include those comments in your evaluations. We ignore negative comments unless they include at least one alternative on how to make whatever the problem is better. So, if you do not like something, please put on your thinking cap and tell us how to improve it.

We are always on the lookout for topics of interest and dynamic speakers who are not terribly expensive. Therefore, your input is vital.

One last note: It is distracting to the other attendees to have your cell phone ring when a speaker is discussing a topic. Please make sure your cell phones are on "silent" mode.

Now is the time to kick back, relax, and enjoy yourself. You deserve it.

The 2012-2013 LCCCA Board of Directors

President Mary Ann Mendoza, Lake Charles City Court

Vice President Doug Holloway, Houma City Court

Treasurer Susan Courville, Jennings City Court

Secretary Sherry Philips, Slidell City Court

Historian Chrissy Simoneaux, Port Allen City Court

**Louisiana City Court Clerks Association
Annual Conference, June 2-5, 2013
Destin, Florida**

AGENDA

Sunday, June 2, 2013

**5:00 p.m. to 7:00 p.m.
Registration and Social**

Monday, June 3, 2013

**8:00 a.m. to 8:30 a.m.
Late Registration and Breakfast**

**8:30 a.m. to 9:00 a.m.
Welcome and Committee Appointments**

**9:00 a.m. to 11:00 a.m.
Bruce Hamilton
*"No Bad Day"***

**11:00 a.m. to 11:30 a.m.
Break and Door Prizes**

**11:30 a.m. to 12:30 p.m.
Judges Panel:
Honorable Charles W. "Chuck" Borde, Jr., Denham Springs
Honorable Will Kleinpeter, Port Allen
Honorable "Staci" Wiley, Winnfield**

***Topics: Judicial Canon of Ethics
 Professionalism in the Courtroom
 Implementing Digital Reporting***

**12:30 p.m. to 1:30 p.m.
Committee Meetings**

LCCCA Annual Conference Agenda (Continued)

Tuesday, June 4, 2013

8:00 a.m. to 8:30 a.m.

Breakfast

8:30 a.m. to 9:30 a.m.

Civil Panel

Honorable Peggy G. Hoover, Denham Springs

Honorable Wanda Neeles, Ruston

Honorable Tonia Deleon, Bogalusa

Honorable Susan Courville, Jennings

9:30 a.m. to 10:15 a.m.

Louisiana City Court Clerks Association Business Meeting

10:30 a.m. to 11:30 a.m.

**Honorable Paul Bonin, Judge, 4th Circuit Court of Appeal &
President of the Court Reporter Board**

***Ethics in Court Reporting & Louisiana Statutes that Govern
Court Reporting***

11:30 a.m. to 12:30 a.m.

Vincent "Vinny" Borrello, Jr.

Louisiana Court Reporter Board

CSR Board Rules & Regulations and Punctuation

Notes & Quotes

LCCCA Annual Conference Agenda (Continued)

Wednesday, June 5, 2013

8:00 a.m. to 8:45 a.m.

Breakfast & Swearing in of LCCCA Officers

8:45 a.m. to 9:45 a.m.

**Carrie Fager, Louisiana Secretary of State's Office
*Records Retention and Preservation of Records***

9:45 a.m. to 10:45 a.m.

**Martha Morales, Customer Service Manager, nCourt
*Electronic Payments***

10:45 a.m. to 11:45 a.m.

**Tracy Dahmer, Louisiana Attorney General's Office
*From Bullying to Battering: Emerging Issues in Domestic
Violence***

11:45 a.m.

Conference Adjourns

Notes & Quotes

A G E N D A * Nuts & Bolts 22

Wednesday June 5, 2013 * You Are Welcome to Attend Any Class.

12 noon - 1:00 PM	<i>Light Musical Lunch</i> Entertainment: Dave Duplissey, Member, LA Music Hall of Fame <i>Orientation - Jean & Harmon Drew</i> No Quiz is Anticipated.	X	
Session One 1:00 PM - 2:00 PM	OPENING GENERAL SESSION/ <i>Ethics of Public Service</i> Bruce Hamilton - Consultant/Trainer [Ethics credit]		
	Facilitators: Jean & Harmon Drew	Facilitator: Darrell White	Facilitators: Ben Willard and Chuck Credo
Session Two 2:15 PM - 3:15 PM	<i>Life Skills for Probationers:</i> <i>Changing Lives - One at a Time</i> City Judge Pamela Lattier and Ron Anderson, Consultant/Trainer	<i>Preparing a Record for an Appeal + A Second Look at Saving Hours on Minutes</i> Christine Crow Clerk of Court First Circuit Court of Appeal ***	PREPARING FOR COURT <i>Part A - Maximizing the Usage of Magistrates/Hearing Officers</i> Lisa Trammel Sullivan, 4 th JDC Hearing Officer <i>Part B - Petit Jury Trial Pointers</i> Judge Ben Willard, Orleans Criminal Court; Chuck Credo, ADA (Ret.) & Harmon Drew
Session Three 3:30 PM - 4:30 PM	<i>Life Skills for Probationers:</i> <i>Changing Lives - One at a Time</i> <i>Part Two</i> City Judge Pamela Lattier & Ron Anderson, Consultant/Trainer	<i>Louisiana Ethics for Court Reporters</i> Vinny Borrello and Eve Kazik, Court Reporters ***	PREPARING FOR COURT <i>Part A - Effective Ways to Use Evaluations by Psychologists and Psychiatrists</i> Dr. John Simoneaux, PTR <i>Part B - Public Defender Availability</i> Richard B. Stricks, Chief Public Defender

UNDERLINING and ALL CAPS = certification credit for Administrators.

“ *** ” references classes allowing CE credit for court reporters.

Thursday, June 06, 2013 * You Are Welcome to Attend Any Class.

8:30 - 9:30 AM Session Four	Jean and Harmon Drew, facilitators <i>"Why Care?"</i> <i>Compassionate Professionals Can Make a Difference!</i> [Professionalism credit] Ron Anderson, Consultant/Trainer ***	Chuck Credo, facilitator <i>Synthetic Marijuana Sure, You just need some Bath Salts for Your Aching Back.</i> Jason Brown and Ford McWilliams 1 st Judicial DA's Office	Adrienne Stroble & John Campbell, facilitators <u>KEEPING THE WHEELS OF JUSTICE TURNING</u> Adrienne Stroble, Administrator, 22nd JDC, with closing comments on Jail Over-crowding Jefferson Parish Sheriff Newell Normand
Session Five 9:45 - 10:45 AM	<i>Legal Leadership: From the Streets to the Courts</i> [Professionalism credit] Jefferson Parish Sheriff Newell Normand, Attorney	<i>Diagnostic and Statistical Manual of Mental Disorders (2013's DSM-5) - You are probably listed in there.</i> Dr. John Simoneaux, PTR	<i>Civil Law Update: 10 Things You'll Need to Know on Monday</i> Judge Jeff Cox, 26th JDC ***
Session Six 11:00 AM - 12 noon	<i>The Nuts & Bolts of Successions and Probate: Presented Practically so even your Brother-in-Law can understand.</i> Judge Jeff Cox, 26 th JDC	<i>LA Law on Organ Donation - LOPA - You Gotta' Have Heart!</i> Pam Cart, Michelle Duvernay, Dr. Ian Carmody, Chuck Credo.	<i>CSR Board Rules & Regulations Recent Legislation</i> Eve Kazik & Vinny Borrello Court Reporters ***
Session Seven 12:15 - 1:15 PM	<i>Custody Considerations: When the Judge Has to Choose</i> Dr. John Simoneaux P.T.R. (Professional Training Resources)	<i>The Nuts & Bolts of Increasing Your Court's Collection of Fines/Costs/Fees: What Works?</i> Judge John Molaison and Michael O'Brien, Administrator, 24 th JDC Plus a cameo by Priscilla Johnson <i>ThePaymentGroup.com</i> <i>TrafficPayment.com</i>	<u>COURTHOUSE INFRASTRUCTURE</u> <i>Part A: So You're Building a Courthouse?</i> Glenn Fallin, Judge, and Jim Martin, Clerk, Second Judicial District; Tim Leger, Administrator, Lake Charles City Court <i>Part B: Courthouse & Courtroom Security</i> -Atty Lisa Trammel Sullivan, Hearing Officer Atty Loren Lampert, Alexandria Police Chief

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Friday, June 07, 2013 * You Are Welcome to Attend Any Class.

	Facilitation: Jean & Harmon Drew	Facilitation: Darrell White	Facilitation: John Campbell
Session Eight 8:30 - 9:30 AM	<i>Juvenile Drug Court: Do this and Make a Difference!</i> Judge Blair Edwards and Ms. Sonja T. Smith, Director of Juvenile Services, 21 st JDC	<i>The Nuts & Bolts of Bond Forfeitures - Step by Step!</i> Ford McWilliams, A.D.A. 1 st Judicial DA Office	<i>The Nuts & Bolts of Employment Law: A Practical Overview</i> Christine Goldberg Attorney
Session Nine 9:45 - 10:45 AM	<i>The Nuts & Bolts of Louisiana Search & Seizure (Specific Scenarios Involving the Fourth Amendment)</i> Jean and Harmon Drew	<i>Dealing with the Unthinkable: Lessons from Recent Horrors</i> Dr. John Simoneaux PTR (Professional Training Resources)	<u>INDISPENSABLE</u> <u>COURT COMPONENTS</u> <i>Part A - ADR - Judge (Ret.) Gay Gaskins</i> <i>Part B - Child Support - Mary Campbell, A.D.A. & Lisa T. Sullivan, Hearing Officer</i> <i>Part C - Court Reporting - Vinny Borrello</i> ***
Session Ten 11:00 AM - 12 NOON	<i>The Nuts & Bolts of DWI: Should Your Nephew Take the Test?</i> Public Defender Richard B. Stricks City Judge John C. Campbell	<i>Nuts & Bolts of Court Reporting: Official & Freelance Procedure, Court Reporter Breakout</i> Vinny Borrello & Eve Kazik Court Reporters ***	<i>The DOs and DON'Ts of Hiring and Firing</i> Christine Goldberg, Attorney

“ *** ” indicates one of the seven classes allowing CE credit for **Court Reporters** (Sessions 02, 03, 04, 05, 06, 09, and 10).

The five required MSU certification hours (for ADMINISTRATORS) are **UNDERLINED** and **CAPITALIZED** above.

All five classes for administrators are in “COAST A” - Sessions 02, 03, 04, 07, and 09.

You are welcome to attend any class.

BILLIE BENNETT will help judges and lawyers seeking CLE credit. BILLIE TRIPP will assist all others.