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What's Love Got to Do with it?

by Enrique Martinez, Attorney-at-Law

There seemed to be a rush of people trying to get married in courthouses all across Texas and they all seemed determined to get married on or before April 30, 2001.

Had Cupid suddenly started early or was there something else in the air affecting couples all over the United States?

Well, the answer is 245 (i), the federal law that seems to have pushed couples over the edge and into marriage. What is 245 (i) and why were reluctant lovers ready to make the commitment before April 30, 2001? Well 245 (i) is a federal statute signed into law by outgoing president Bill Clinton on December 21, 2000, which allowed aliens who either entered illegally or violated their status to get married in the United States and adjust their status to lawful permanent residents if they filed their applications with the Immigration and Naturalization Service before April 30, 2001. The benefits that they acquired are the right to remain in the United States until they become lawful permanent residents and employment authorization while they wait for their interviews to become lawful permanent residents.

What if they waited too long? Well, the answer is that if they waited too long, even if an alien is married to a United States citizen he or she has to leave the country and appear at an American Embassy for his or her interview. How long will they have to wait? Until they get an appointment; which may take years! When they get their appointment, they may need a waiver of the 3 or 10 year bar which may take another year or so if they were in illegal status in the United States.

The last time 245 (i) was available to aliens ended January 15, 1998, so there was a period of approximately three years where people married to United States citizens could not apply for adjustment in the United States if they entered illegally. So couples that may have been living together and did not want to separate now had the right to adjust their status in the United States. The result is families were not separated and couples that may have been living together now had a reason to get married and file to legalize their status.

The downside to this law, and there always is a downside is that the alien had to pay a one thousand dollar fine along

with filing all appropriate documentation and paying all necessary fees before they could become lawful permanent residents.

In some courthouses the flow of people trying to get married was negligible but in others the increase became very noticeable. But remember under Texas law you have to buy your marriage license and wait 72 hours before you can get married unless that waiting period is waived by court order. So if you saw a line of people at the County Clerk's office trying to buy a marriage license around April 30, 2001, now you know why love seems to be in the air!

As you may recall, Enrique Martinez joined us at the TACA Annual Education Conference last November and addressed many of us on the issues surrounding immigration as it related to our courts. Enrique is a licensed attorney admitted to the practice of law on November 6, 1978. He received his law degree from Texas Tech School of Law in 1978. He has been representing individuals before the Immigration Service since 1978, primarily in the Dallas and El Paso offices. If you have any further questions, feel free to call him at 806-747-0221.



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LETTER FROM THE CHAIR

Spring is in the air and with it all the excitement of a new year.

Aurora Zamora, Tommy Munoz and your TACA Curriculum committee have met twice since the new year and are working diligently to provide TACA with an exceptional education program for the 2001 Annual Conference, 25th Anniversary.

Sylvia Noriega has been working with David Slayton on the JOURNAL. David puts in many hours toward making the JOURNAL a professional publication. David is adding a letters to the editor section where members can submit questions and concerns for publication and he will get answers back to you.

The TACA Board has prevailed upon Gilbert Sanchez to chair our Vendor Committee once again. Gilbert did such an outstanding job last year that we just could not let his talents go unused.

Bob Wessels and I met with Mari Kay Bickett at the Texas Center for the Judiciary in planning for the take over of our conference negotiations with hotels in planning and selecting a location for the Annual Conference.

Congratulations to all of those members selected to attend the Professional Development Program in Huntsville on June 25. I know you will have a wonderful experience and gain a wealth of knowledge during the conference.

Please feel free to contact your Board of Directors, Committee Chairs, or me if you have any questions, suggestions, or wish to help your association in any way.

Martin Allen
TACA Board Chair

TACA New Members (as of April 10, 2001)

Jeff Downing	Barbara Rowland
Yolanda Florido	Warren Vara
Patricia Eaton	Denise Guajardo
Peggy Qualls	Donna Robinson
Anthony Martinez	Monica Malaer
Belia Gonzales	Dawn Garry

**WELCOME!! GET INVOLVED!!
WE NEED YOUR HELP!!**

Judges Join the TACA Judicial Advisory Board

The TACA Board of Directors extended an invitation for the Honorable Dean Rucker, Administrative Judge of the 7th Judicial Region and presiding judge of the 318th District Court in Midland County, and the Honorable Sharon Keller, judge on the Court of Criminal Appeals, to join the TACA Judicial **Advisory** Board.

As you may know, the TACA Bylaws established a Judicial **Advisory** Board to be a committee of Judges that further the goals and efforts of Court Administration.

Along with these two new members of the Advisory Board, the following judges serve the Association:

- Honorable Suzanne Stovall, Chair - Presiding Judge of the 221st District Court in Montgomery County
- Honorable Marilyn Aboussie - Chief Justice of the 3rd Court of Appeals in Austin
- Honorable Tom Bacus - Presiding Judge of County Court at Law #2 in Wichita County
- Honorable James A. Baker - Justice on the Supreme Court of Texas
- Honorable David Hodges - Presiding Judge of County Court at Law #1 in McLennan County
- Honorable Cynthia Kent - Presiding Judge of the 114th District Court in Smith County
- Honorable Lamar McCorkle - Presiding Judge of the 133rd District Court in Harris County
- Honorable Neel Richardson - Presiding Judge of County Court at Law #8 in Harris County

TACA wishes to sincerely thank these tremendous individuals for their support and direction. Without your help our organization would not be what it is today. Thanks!

JOURNAL to begin Letters to the Editor Section

The TACA Board of Directors and the Editor of the TACA JOURNAL have decided to add a section for letters to the editor. In this section, the membership will be allowed to write notes of appreciation, respond to articles, pose questions to the editor, or write miscellaneous comments. If a question is submitted, the proper TACA member will be contacted to solicit an answer. Please remember when submitting letters to the editor that the purpose of the JOURNAL is to build the membership of this organization. You can submit the letters to the editor via e-mail @dslayton@co.lubbock.tx.us. via mail @ PO Box 10536, Lubbock 79408, or via fax @ 806-767-9656. Without further adieu, here is the first letter to the editor:

Could you please tell me if TACA begins on October 23 or is that the day to check in and register? I will be unavailable on October 22 and I don't want to miss it. Thanks for your assistance.
Meg Gunnels, Court Coordinator,
Probate Court No.2, Houston

*As in years past, the check-in and registration for the Annual Education Conference **will** be on October 23, 2001, from 1 p.m. to 3 p.m. The educational seminars **will** actually begin on October 24, 2001. The conference **will** conclude on October 26, 2001, at noon. **If** you have further questions regarding the Education Conference, contact Aurora Zamora at (830) 278-3913 or Tommy Munoz at (979) 361-4261.*



Judicial Elections - Turmoil or Triumph?

by Teresa Chavez, Court Coordinator, 65th District Court, El Paso County

Every four years court staff face the possibility that this could be their last year of employment with the court. Elected judges must run the gauntlet of a fickle, unreliable and sometimes uneducated public that will decide the fate of not only the judge, but their staff as well. How many staff members have felt the fear of what it would be like if the judge lost their bid for re-election?

Take a moment now to remember how it felt to hear that the judge drew an opponent. Chances are, the first time those words were uttered, fear and insecurity raced through everyone's mind. Then, disbelief set in that anyone would have the gall to run against the incumbent. Next, anger that someone would dare to rock the boat and potentially put an entire staff out of work. By the time it finally sinks in that the next year is going to be nothing but hard work, the question arises... what if?

Has the judge done a good job? Will the people who vote know or care what the judge has or has not accomplished? In the end, will all the worry and hard work even matter? For those staff members that have been around politics for a while, nothing is worse than knowing it is completely out of their control. All too often, the most qualified candidate does not win. What happens to the staff then?

Here are a few thoughts that some fellow colleagues were willing to share with the rest of the court staff about their experiences (names omitted to protect the innocent):

"You knew the job was dangerous when you took it'would sound in my head the night my judge lost his re-election campaign. But you do not think of that at the time when you accept the position to work for a judge. I, unlike some of my colleagues have only been a Court Coordinator for four years so I have not been 'out of the real world' for too long. However, the uncertainty of not knowing what I will be doing after the first of the new year still kept me up at night. I was fortunate to have several options available to me. The **one** that I chose was that of going into private practice with the judge that I worked for."

"I was just out of college and into my first 'real' job. The judge I worked for was a Title IV-D Master so you can imagine how surprised I was when my judge told me he was giving up his appointed position to run for an elected position. The campaign was a difficult time for all staff, but I believe it was much more difficult for me. The campaign was carried out with much controversy. The press was involved continuously. There were many issues brought up regarding such things as appeals to the referring court and ethical issues. As the coordinator, I was the first contact the public and press had when dealing with our court. I just wanted everything to be over with. I was attending the TACA conference during election night. My judge won the race. It was unfortunate to be sitting at a table with people who were receiving the news that their judges had lost and that they would be out of a job in January. **Af-**

ter serious soul searching, I decided that I would not go with my judge to the new court. I liked the security of working for an Associate, since they were appointed and I wouldn't have to go through the uncertainty of elections again."

"I was a nobody as far as everyone knew. It was very difficult to make friends with the other coordinators, because I didn't know which ones had been friends with my predecessor and which ones had not. Whom could I trust? Was that person nice to me because they want to see me fail or were they really that nice to everyone? I felt uncomfortable just getting into an elevator when I saw one of the other coordinators on the same elevator. I've been a coordinator now for several years, but I can clearly recall the feeling of possibly being rejected because my judge had just beat an incumbent. Fortunately, I realized that the other coordinators are always willing to help the 'new guy,' because they were in my position at some point in time and we all realize that we could be the next. "

Whatever your current position is, whether you are a member of a newly elected staff or are one of the fortunate ones who has been with the same judge for years, remember that voters ultimately decide the fate of the court staffs. Be kind to the new staffs; you were new once too. Be gracious in defeat; the voters have spoken. Thank your lucky stars if your judge runs unopposed and above all, reach out to fellow coordinators; they understand what you are going through.

*

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*

Caseflow Management

by Terri Ross, 115th District Court Coordinator

Active court supervision of case flow is often called caseflow management. The objectives of caseflow management are to expedite the disposition of all cases in a manner consistent with fairness to all parties; to enhance the quality of litigation; to assure equal access to the adjudicative process for all litigants; and to minimize the uncertainties associated with processing cases. Therefore, it is important that each court establish its own case management system.

The system should minimize cost to taxpayers, minimize cost to litigants, and reasonably accommodate trial attorneys and enable them to handle their litigation more efficiently. The more promptly a court can dispose of its cases, the more cases it can effectively handle, and at less cost per case, hence minimizing the cost to taxpayers. It is equally clear that the more promptly an attorney's case is disposed of, the more cases the attorney can effectively handle, usually reducing the cost per case and minimizing the cost to litigants. Big backlogs make for bigger backlogs, and the bigger the backlog, the more impossible it is for either a court or an attorney to manage litigation efficiently.

Goals of timeliness and fairness are most likely achieved when the court actively supervises the progress of each case from filing to disposition.

Before our court could implement its own case management system, we had to take an inventory of all pending cases. We proceeded to do this by first obtaining the docket sheets from the District Clerk's office. This enabled us to manually check to determine the actual number of pending cases. By determining the actual pending cases and the status of each one, the court can effectively monitor each case from filing to disposition.

Letters are sent to the attorneys indicating our efforts to determine the present status of all cases now pending in our court. The attorneys are required to file a Joint Status Report with the court which will aid in evaluating the case's status for trial. Following the filing of the Joint Status Report, a pre-trial conference is scheduled where an agreed scheduling order is signed setting the cases for trial.

All cases filed will automatically receive a proposed Docket Control Order from the court when the first answer is filed. The Docket Control Order sets out a number of cutoff dates. These dates include dates for the joining of new parties, designation of experts, discovery completion, pleading amendments, joint pre-trial order filings, pre-trial conferences and trial dates. Once the answer is filed, the court will review the case for case type. Proposed dates for the Docket Control Order will be arbitrarily selected based on an 18-month trial date and the nature of the case. Thereafter a proposed Docket Control Order will be generated. The Docket Control Order will be mailed along with a letter explaining the system and giving the parties 20 days to object to the order or supplement it with new dates.

Once the Docket Control Order is returned and/or signed, the information on the Docket Control Order will be entered on a tickler system. The Docket Control Order is then placed on the front cover of the court's file jacket. At this location it allows the status of a case to be determined at a glance.

In order to notify counsel that the court is following the status of the case and intends to maintain the established dates on the order, letters will be sent out at least 30 days before the selected cut-off dates. The letters will serve to remind parties of the upcoming dates and the responses required for each specific deadline.

In an effort to insure that cases are not lost within the system, an inventory will be taken on all cases every 180 days to find if:

- 1) Either no service has been requested or there has been successful service but no answer filed, making the case ripe for default judgment, or;
- 2) Settlement has been announced or the case has been tried and is in hold for judgment status.

The parties will then be mailed a Notice of Intent to Dismiss. The parties will have thirty days to take specific action before the case is dismissed. Should no action be taken, a final letter will be mailed to all parties stating that the case will be dismissed for want of prosecution.

This ongoing review of pending cases will assure the court that a case will not get lost in the system. The correspondence and review will also serve to remind the parties of the court's continuing interest in proceeding with the cases on file.

Caseflow Management (cont.)

However, there are no caseflow systems that will meet the deadlines without a strict postponement policy which is strictly enforced.

Most trial attorneys earn their livelihood by disposing of cases, not by postponing them. It is the court's duty to prohibit delay. A strict postponement policy supports those attorneys whose clients prefer not to delay their cases for inappropriate reasons. Most trial attorneys also prefer to get each case ready one time only, and the only way this can be done is by making the date of actual trial as predictable and certain as possible.

An important feature of efficient, economical trial court systems is the practice of scheduling cases so that they are actually reached for trial the first time they are set. It is not possible to do that 100% of the time because that could only be achieved by giving each case a special, multi-day, exclusive setting. However, by experimenting with scheduling, a judge can usually work out a system that will assure both that the court's time is profitably spent, and that all cases scheduled for trial in a certain week will be reached 85% to 90% of the time.

When courts routinely reschedule cases for trial several times before finally disposing of them, it is to be expected that a busy attorney will make a personal estimate as to when a cause will be tried, then be little concerned with getting ready until that time comes. That way, the attorney not only uses the time in the interim to get ready in other cases that are expected to be tried sooner, but also avoids having to relearn the facts and law of the case several times. Meanwhile, if the attorney's estimate is mistaken and the case is reached sooner than anticipated, then the attorney is forced to seek a postponement. Hence even the most conscientious and efficient attorneys will sometimes fail to be ready when their cases are reached if uncertainty and unpredictability of trial dates inheres in the scheduling system.

It is the court's duty to take reasonable measures to see that justice is done, and justice may not be done in a case that is tried when one of the attorneys is not prepared. The court cannot compel attorneys to prepare, but the judge should make efforts to see that they get ready on time. One way to do that is to enforce its postponement policy so strictly and uniformly that attorneys are deterred from assuming that if they are not prepared, the court can be expected to grant a postponement, regardless of the court's announced policy of the avoidability of the circumstances that led to the failure to prepare.

No matter how many reminders may be sent to attorneys on a case, and no matter how often or emphatically the judge may have expressed determination to deny postponements except for extraordinary and unforeseeable reasons, the court will be confronted occasionally by attorneys requesting postponements when the time allowed for preparation has been **more** than adequate.

Eliminating delay may be difficult and tedious at first but will better serve litigants, the public, and the legal community.

Justice delayed is justice denied. The use of a docket management system should reduce the congestion of trial dockets, reduce delay and, hopefully, provide greater access and justice for those who seek it.

Editor's Corner

by David Slayton

Here in Lubbock, spring is literally blowing by...if you've ever been to Lubbock you understand what I mean. That means that we'll soon be upon the busy season of summer. Don't forget about PDP...hopefully I'll get to see some of you there.

Also, I want to begin encouraging you now to get involved in this association. As is so often preached, this association does not exist without the members. Even if you're a "new kid on the block," I encourage you to do something. Be on a committee, chair a committee, volunteer to help at the conference. Your help is always needed.

Due to space limitations in the last JOURNAL, I was not able to thank Sylvia Noriega, our board liaison for this publication, for all of her help. Without her help, I could not do this.

Lastly, I encourage you to begin submitting comments, suggestions, questions, ideas for the letters to the editor section. If you don't submit them, we won't have the section, so we need your help with that area. I look forward to hearing from you.

Location Update for

Jerri Locknane

Some of you may remember Jerri Locknane, 2000 Education Committee Co-chair and long-time member of TACA. Jerri, who was the Court Coordinator for County Court-at-Law #3 in Lubbock County, decided to stay home with her children after working for the county for almost 15 years. Bernadette Page is the new coordinator for that position. If you want to give Jerri a shout sometime, feel free to call her at (806) 793-6865. Her service to TACA and the court system will be missed!



NACM Core Competencies

This is a continuation of a series started in the last issue of the JOURNAL discussing the core competencies from the November 2000 survey of the membership and the discussion compiled by the National Association for Court Management.

Caseflow Management Fundamentals

Understanding the relationship between the purposes of courts, effective caseflow and trial management, alternative case scheduling and assignment systems, and case management techniques, including differentiated case management (DCM) and alternative dispute resolution (ADR).

- Ability to link the broad purposes of courts to the goals of accessible, equal, fair, prompt and economical resolution of disputes and effective caseflow and trial management;
- Knowledge of case processing time standards and other caseflow management performance indicators;
- Skill in tying time standards to the number and types of cases that must be processed to meet time to disposition goals for all case types--by year, month, week, day, and judicial division, team and judge;
- Knowledge of basic caseflow axioms and principles such as early and continuous judicial control and how they produce timely and fair dispositions through staff and lawyer preparation and meaningful events;
- Knowledge of all case processing steps and sequences for all case types;
- Knowledge of alternative case assignment and scheduling systems;
- Knowledge of DCM and its application to all case types;
- Knowledge of ADR and how to integrate ADR into the court's case management system(s);
- Knowledge of psychological factors that impact case processing and scheduling, and active judicial management of pre-trial conferences, trials and post-dispositional activity;
- Skill in conceiving, setting up and managing daily court calendars by judge, type of case and hearing, and day of the week;
- Ability to learn from others' CFM successes and failures by keeping current with research findings about effective CFM and the causes and cures for delay;
- Skill in leveraging available external resources to improve caseflow management;
- Ability to implement successful caseflow management systems and programs.

Let us all strive to meet these competencies to improve the court systems of Texas!

DNA Testing Bill Signed into Law

by Carolyn Owens, Court Administrator
10th District Court, Taylor County

Convicted defendants in Texas's criminal justice system were given the right to DNA testing as allowed in Senate Bill 3, signed by Governor Perry, April 5, 2001. The bill provides for post-conviction testing of biological material in cases where a judge determines there is a question regarding the defendant's innocence.

"This new DNA law preserves the rights of the wrongfully accused, while giving investigators and prosecutors an important new tool to protect society and the victims of crime," Perry said.

Under Senate Bill 3, a defendant must show by a preponderance of evidence that there is a substantial question of innocence. If identity was an issue at trial and biological evidence exists, DNA testing can be initiated. If the testing is granted, the state will pay the cost of the testing.

The new law also requires biological evidence to be entered into the statewide DNA database, helping law enforcement pursue unsolved crimes.

Perry announced DNA testing an emergency issue after granting his first pardon on February 2 to David Shawn Pope of Dallas. Pope was convicted of aggravated sexual assault in February 1986 and sentenced to 45 years in the Texas Department of Criminal Justice. He was pardoned after DNA testing cleared him as the assailant, and the DNA evidence also helped to identify the true perpetrator.

Taylor County District Attorney James Eidson observed that if biological material is not entered into evidence, law enforcement agencies would not keep it indefinitely, at least not after all appeals are exhausted. If such material had been entered as an exhibit, he added, it would be kept in evidence storage and only a forensic DNA expert could determine how long such material would be viable for testing.

A copy of the bill can be accessed at www.Governor.state.tx.us.

25th Annual Education Conference

(Education Co-Chairs: Tommy Munoz & Mary Calvert)

Mark your calendars - October 23-26, 2001, Hilton Airport, San Antonio, **Texas**. Truly, this will be an event to remember and you don't want to miss out!

As the conference coordinators work towards making this a memorable event, they have you, the membership, in mind. A conference filled with top of the line educators; fun-filled education sessions where you can share and spare ideas and social events where you will leave wanting for more. This year's theme is appropriately, "25 Years of Building Great Leaders." As we salute our leaders of yesterday and educate those of tomorrow, TACA continues to lead court administration education across the nation. This year's conference will allow you to earn 16.5 education hours.

Conference Kick-off on Tuesday, October 23, will start with registration from 1-3 p.m. From the first plenary speaker at 3:00 p.m. to the "sending-home" special planned for Friday, October 26, you will want to come prepared to absorb it all and share it later.

Tailored at your request, the schedule will include like-jurisdiction sessions; legislative updates for your particular court's activity; and innovative case management ideas. The general sessions will leave you feeling stress-free and full of knowledge, ready to lead others. Top all this off with good ole' Texas fun, San Antonio style!

Sound too good to be true? Heard it all before? Don't have time for this?

**THINK ABOUT IT -
YOU CAN'T AFFORD NOT TO BE HERE!**



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Letter of Appreciation:

TO ALL THE COURT COORDINATORS FROM EL PASO, TEXAS:

I can't express how touched I was when I received all the food sent to me and my family when my mother passed away on March 30, 2001. She was not only my mother but my best friend. I thank you from the bottom of my heart.

Grace Herrera, Court Coordinator
168th Impact Court

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Description and Requirements for TACA Scholarships

INTRODUCTION -

In accordance with Article II, §1, of the Constitution and the Bylaws of the Texas Association for Court Administration ("TACA"), enacted on November, 1976; *"The primary purpose for which the corporation is organized is to encourage and promote continuing education and maintenance of professional standards for court administration ..."* and in accordance with Government Code §74.106 (a), effective September 1, 1997, requiring court coordinators to comply with a 16 hour annual continuing education requirement, TACA awards scholarships to its membership in an effort to continue the tradition of promoting education and enhancing the efficiency of support personnel within the courts of Texas.

Scholarship application guidelines and the amount of funds awarded shall be determined by the Board of Directors at the recommendation of the Scholarship Committee. A member of the Board of Directors shall serve as liaison for the Scholarship Committee. The Scholarship Committee Chair shall be appointed by the Board of Directors.

I. OUTLINE OF SCHOLARSHIPS -

1. THE HONORABLE PAUL FERGUSON SCHOLARSHIP (SEE PAGE 13 FOR APPLICATION)
Amount of Scholarship - \$750.00
2. THE HONORABLE JACK DILLARD SCHOLARSHIP (SEE PAGE 13 FOR APPLICATION)
Amount of Scholarship - \$750.00
3. THE HONORABLE LARRY GIST AWARD (SEE PAGE 13 FOR APPLICATION)
Amount of Award - \$1,500.00

REQUIREMENTS:

- TACA member (2 years);
- Certification in Trial Coordination;
- Commitment to assist in training or educational programs sponsored by TACA; and
- Representation of need.

With the exception of the Larry Gist Award, funding may be used to attend any educational conference sponsored by the Institute of Court Management ("ICM"), the National Association for Court Management ("NACM"), National Judicial College, the National Center for State Courts or the Justice Management Institute. The Larry Gist award is designed to be used to complete Phase III and Phase IV of ICM and is awarded to eligible applicants who have successfully completed all requirements as set forth by ICM

4. CHIEF JUSTICE BARROW SCHOLARSHIP (SEE PAGE 14 FOR NOMINATION FORM)
Amount of Scholarship - \$2,000.00
Funding Entity - Texas Center for the Judiciary, Inc.

REQUIREMENTS:

- TACA member (5 years);
- Completion of Professional Development Training Program;
- Faculty member of the Professional Development Training; or, assists, as needed in the Annual Education TACA Conference;
- Representation of need; and
- Verification of completion of ICM Phase I and any other admission requirements for ICM Phase II.

Funding is to be used for the payment of the tuition cost required to attend the Institute of Court Management (ICM), Phase II, a segment of the Court Executive Development Program.

TACA Scholarships, cont.

5. **FOUNDERS SCHOLARSHIPS** (SEE PAGE 13 FOR APPLICATION)

Total of Scholarships - Three (3)

(Bob Wessels, Martin L. Allen, Tricia Hall)

Amount of Scholarship - Amount not to exceed \$500.00

REQUIREMENTS:

- TACA member and
- Representation of Need

Funds shall be used for the payment or reimbursement of costs to attend the Texas Association for Court Administration (JACA) Annual Education Conference.

II. ELIGIBILITY -

- A. Scholarships established and funded by the Texas Association for Court Administration (TACA), or a court related entity, are available to members of TACA in good standing. "Good standing" defined as a member who is current in the payment of annual membership dues and an employee of the judiciary as defined in the bylaws of the association. Additional eligibility requirements may be outlined in the individual scholarships.
- B. Only one scholarship per applicant shall be awarded annually.
- C. Representation of need shall be made on an annual basis and shall not be automatic consideration for subsequent annual scholarship awards.
- D. Phase completion of an approved educational program (i.e.. ICM), may be a deciding factor in the award of a subsequent annual scholarship award in order to complete a program.
- E. Unless good cause is shown, once an applicant has fulfilled all of the required phases of an approved program, the applicant is ineligible for any further scholarships, except the Founders Scholarship.

III. APPLICATION PROCESS -

- A. Applications for scholarships shall be submitted to the Scholarship Committee, under the direction of the Board of Directors.
- B. Publication of available scholarships and eligibility requirements shall be made available to the membership no later than June 30. The deadline for applications for scholarship awards shall be August 15.
- C. All applications must be accompanied by an outline of the applicant's court-related work experience and the applicant's contribution to TACA and court administration.
- D. All applications must be approved by the applicant's immediate supervising judge(s).
- E. All application requests based on representation of need must be accompanied by a certification of unavailability of funds.
- F. All applications must be signed by the applicant affirming his/her commitment to assist where needed in the professional development of court coordination and administration, and/or assist the association at the annual education conference.

TACA Scholarships, cont.

- G. Applicants must certify attendance at the educational program for which the scholarship was awarded. Certification may be in the form of:
- a copy of a certificate of attendance;
 - a letter from the program's sponsor confirming the applicant's attendance; or
 - a letter from the applicant's immediate supervising judge(s) confirming the applicant's attendance.
- H. Applicants must sign a Commitment Contract with TACA, for a two (2) year personal commitment to serve on the Education Committee and/or any other committee as set forth in the bylaws of TACA.

IV. DISTRIBUTION-

- A. Scholarships are awarded for the year in which the application is made. Scholarship funds awarded are to be expended within 18 months from the date of the award. Funds not utilized within this time will be forfeited and returned to the financial custodian, Treasurer. Upon good cause, an extension of this 18 month period may be approved by the Board of Directors. An applicant leaving the position of court administration is no longer eligible to use any awarded funds. Funds awarded will be disbursed by -
- Requests made to the Treasurer, for direct registration to an approved continuing education program, (i.e.. NACM, ICM); or
 - Requests for reimbursement for an expense incurred relating to an eligible continuing education program (i.e.. TACA, NACM).

V. SOLICITATION OF FUNDING FOR SCHOLARSHIPS -

The Scholarship Committee, under the direction of the Board Liaison and the Board of Directors, may solicit and secure funding for additional scholarships or the cost of existing scholarships.

Any new scholarships shall adhere to eligibility criteria adopted by the Board of Directors in this outline.

VI. AMENDMENTS AND PROVISIONS -

New eligibility requirements must be approved by the Board of Directors.

Existing eligibility requirements and funding amounts are at the discretion of the Board of Directors and may be amended as deemed necessary.

New scholarships may be created at the discretion of the Board of Directors as deemed necessary.

SCHOLARSHIP APPLICATION DEADLINE IS AUGUST 15 2001!!

DEADLINE FOR APPLICATIONS: **August 15, 2001**

SCHOLARSHIP APPLICATION

NAME: _____

TITLE: _____

COURT: _____

ADDRESS: _____

CITY/ZIP: _____

PHONE: _____ FAX: _____

E-MAIL _____

TACA MEMBER SINCE: _____ PDP YEAR COMPLETED: _____

IF NOT, YEAR EXPECTED: _____

OTHER PROGRAMS: _____

SCHOLARSHIP BEING SOUGHT: _____

Upon receiving a TACA scholarship, I understand a Commitment Contract will be executed between TACA and myself. Part of my commitment is to assist where needed in the professional development of court coordination and administration and/or assist the association at the Annual Education Conference. The funds provided by this scholarship are necessary for me to comply with Government Code §74.106 (a), and/or to enhance my professional education by attending an approved educational program as set forth in the Scholarship Guidelines. My county will not pay these expenses or will only pay part of them. I understand that this scholarship is no longer valid if I leave court administration prior to utilizing this scholarship.

APPLICANT'S SIGNATURE: _____

JUDGE'S APPROVAL: _____

Submit this application to:
Martha Newsome, Scholarship Chair
58th District Court
1001 Pearl, 2nd Floor
Beaumont, Texas 77701

DEADLINE FOR SUBMITTING **SCHOLARSHIP** APPLICATION: **AUGUST 15, 2001!!!**

DON'T MISS IT!!

*

Texas Association for Court Administration

*

NOMINATION FORM - JUSTICE BARROW AWARD :

MEMBER BEING NOMINATED:

TITLE: _____

COURT: _____

ADDRESS: _____

CITY/ZIP: _____

ELIGIBILITY: Any member in good standing, who has contributed significantly in promoting Court Administration.

CRITERIA: Nominee must have provided outstanding assistance to the overall Court Administration effort;
Nominee must exhibit sustained dedication to Court Administration activities, generally;
Nominee should have participated actively and positively in promoting Court Administration.

NARRATIVE: Emphasis on eligibility, criteria and accomplishment submitted should be attached to this form.
Please limit narrative to two (2) pages.

MEMBER MAKING NOMINATION:

TITLE/COURT: _____

PHONE: _____

SIGNATURE: _____

PLEASE MAIL THIS NOMINATION FORM TO:
Mr. Bob Wessels, Court Manager
1201 Franklin, 7th Floor
Houston, Texas 77002

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September 10-14,2001
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October 15-19,2001
Kerrville, TX

December 3-7, 2001
South Padre Island

CLE approved 39 hrs/3 hrs. ethics

24 hr.-Family Training

June 26-28, 2001
Ruidoso, NM

CLE pending.

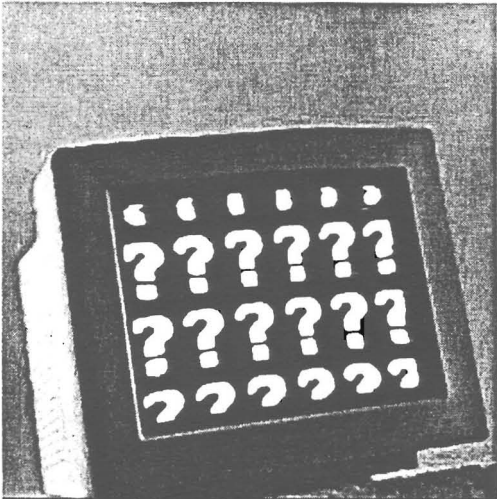
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Lubbock, TX 79452
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CRIMINAL JUSTICE CONFERENCE

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Austin

PROFESSIONAL DEVELOPMENT PROGRAM (PDP)

June 25-29, 2001
Huntsville

NACM ANNUAL CONFERENCE

July 15-20, 2001
New Orleans, LA

JUDICIAL SECTION ANNUAL CONFERENCE 2001

September 23-26, 2001
Adam's Mark
Houston

TACA ANNUAL EDUCATION CONFERENCE

October 23-26, 2001
Hilton San Antonio Airport
San Antonio

COLLEGE FOR NEW JUDGES

November 11-16, 2001
TBA
16

JUDICIAL SECTION ANNUAL CONFERENCE 2002

August 25-28, 2002
San Antonio

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