



# 2025 County and District Clerks' Association of Texas Winter Conference



Feb. 3-6, 2025 | Embassy Suites by Hilton Denton Convention Center | Denton

Monday, February 3			
Time	Event/Session & Presenters		Location
8 a.m.-5 p.m.	Registration and Information Desk Open		Registration Desk
10 a.m.-12:30 p.m.	CDCAT Executive Board Meeting <i>(with working lunch)</i>		Pat Howell Board Room
Noon-1:30 p.m.	Working Lunch: Elections <i>(must RSVP through survey)</i> <i>Christina Adkins, Director of Elections, Office of the Secretary of State</i> <i>Hon. Laura Rogers, Sherman County Combination Clerk</i> Learn about new developments in the elections process for clerks with election duties.		Fort Worth/Denton
1:30-5 p.m.	Silent Auction and CDCAT Store <i>Silent auction and the store will only open during breaks and lunch.</i>		Pioneer I-II
1:30-3 p.m.	Clerk Group Meeting by Population Size – Workflow Process for a Criminal Case		
	Attendees will divide into groups based on their county population in these three categories: Small (25K and under); Medium (25K-100K); and Large (100K and above). The interactive discussion will address the following topics: <ul style="list-style-type: none"><li>Blood Warrants</li><li>All Warrants</li><li>Bill of Costs</li><li>Enhanced Misdemeanors or Reduced Felony</li><li>Exhibits</li></ul>	Small (25K and under) <i>Presenters: Hon. Cathy Jentho, Eastland County Clerk</i> <i>Hon. Karren Winter, Archer County Clerk</i>	Pioneer III-IV
		Medium (25K-100K) <i>Presenters: Hon. Heather H. Hawthorne, Chambers County Clerk</i> <i>Hon. Cheryl Jones, Brown County District Clerk</i>	Eagles I-II
		Large (100K plus) <i>Presenters: Hon. Sylvia Garza-Perez, Cameron County Clerk</i> <i>Hon. Laura Hinojosa, Hidalgo County District Clerk</i>	Dallas
3-3:15 p.m.	Refreshment Break		
3:15-5 p.m.	Criminal Roundtable Discussion by Population Size		
	Attendees will remain in groups based on their county population in these three categories: Small (25K and under); Medium (25K-100K); and Large (100K and above).  Moderators will lead interactive discussions to address challenges and best practices for counties with similar populations.	Small (25K and under) <i>Moderator: Hon. Melissa Mead, Hartley County and District Clerk</i>	Pioneer III-IV
		Medium (25K-100K) <i>Moderator: TBD</i>	Eagles I-II
		Large (100K plus) <i>Moderator: Hon. Beverley Walker, Fort Bend County District Clerk</i>	Dallas
5-7 p.m.	CDCAT Full Board Meeting <i>(with working lunch)</i>		Fort Worth/Denton
	Committee Meetings <i>(optional or be held virtual)</i>		
7:30-8:30 p.m.	Education Committee Meeting		Dallas
	Legislative Committee Meeting		
	By-Laws Committee Meeting		
	Banking and Finance Committee Meeting		
	Community Outreach Meeting		



# 2025 County and District Clerks' Association of Texas Winter Conference



Feb. 3-6, 2025 | Embassy Suites by Hilton Denton Convention Center | Denton


Tuesday, February 4		
Time	Event/Session & Presenters	Location
8-8:30 p.m.	Exhibit Hall open, coffee served	Equestrian Ballroom
8 a.m.-5 p.m.	Registration and Information Desk Open	Registration Desk
8 a.m.-5 p.m.	Silent Auction and CDCAT Store- <i>Silent auction and the store will only open during breaks and lunch.</i>	Pioneer I-II
	<b>Welcome General Session</b> <i>Moderator: Hon. John F. Warren, Dallas County Clerk, CDCAT President</i>	
8-8:30 a.m.	<b>Welcome and Vendor Appreciation</b> <b>Welcome to Denton</b> —Hon. Andy Eads, Denton County Judge <b>Presentation of Colors</b> — TBD <b>Pledge of Allegiance/Texas Pledge</b> —Hon. Andy Eads, Denton County Judge <b>Sponsor Videos</b> —Diamond Sponsor: US Imaging, Platinum Sponsors: Kofile Technologies	Universities Grand Ballroom
8:30-10 a.m.	<b>Keynote: Harnessing Resilience in the Face of Challenge</b> <i>Eric McElvenny, Keynote Speaker</i> Resilience manifests in different ways at various points in our lives. During his final deployment in Afghanistan, our keynote speaker, Eric McElvenny, was severely wounded by an IED. This life-changing event marked the beginning of his next chapter. Throughout his recovery, Eric learned that the strategies and mindset that helped him overcome adversity could be applied to the challenges we all face in life. Don't miss Eric's inspiring message!	
10-10:30 a.m.	<b>Refreshment Break With Vendors</b> <i>Sponsored by</i>	Equestrian Ballroom
10:30-11:30 a.m.	<b>Deep Dive Into Duty, Honor and County – What It Takes To Put on a Conference</b> <i>Panel</i> CDCAT takes great pride in hosting annual conferences designed to offer its members valuable educational content, networking opportunities, and timely updates on key industry issues. In this session, CDCAT leadership will walk attendees through the entire process of organizing a conference, covering everything from curriculum development to selecting food and beverage options, and every detail in between.	Universities Grand Ballroom
11:30 a.m.-1 p.m.	<b>Lunch on Your Own</b>	
11:30 a.m.-1 p.m.	<b>New Clerk Roundtable and Lunch (by invitation only)</b>	Eagles I-II
1-2:30 p.m.	<b>Get Ahead of the Curve: Legislative Insights</b> <i>Panel</i> Join us for a discussion about current legislation led by CDCAT's legislative team, who will share strategies for the upcoming 89th legislative session. Stay informed and prepared for the political landscape ahead.	Universities Grand Ballroom
2:30-3 p.m.	<b>Refreshment Break With Vendors</b> <i>Sponsored by</i>	Equestrian Ballroom
3-4:30 p.m.	<b>Supreme Court and Office of Court Administration Updates</b> <i>Casey Kennedy, Director of Information Services at Office of Court Administration</i> <i>Tracy Hopper, IT Administrator, Harris County</i> This session offers relevant updates from the Office of Court Administration.	Universities Grand Ballroom
	<b>Evening on Your Own</b> Enjoy this evening on your own. We invite you to explore Denton or venture out to nearby attractions.	



# 2025 County and District Clerks' Association of Texas Winter Conference

Feb. 3-6, 2025 | Embassy Suites by Hilton Denton Convention Center | Denton



Wednesday, February 5		
Time	Event/Session & Presenters	Location
8:30-9 a.m.	Exhibit Hall open, coffee served <i>Sponsored by</i>	Equestrian Ballroom
8 a.m.-5 p.m.	Registration and Information Desk Open	Registration Desk
8 a.m.-5 p.m.	Silent Auction and CDCAT Store ( <b>auction ends at 3:30 p.m. break</b> ) <i>Silent auction and the store will only open during breaks and lunch.</i>	Pioneer I-II
<b>General Session</b> <i>Moderator: Hon. Sandra Roblez, Yoakum County District Clerk, CDCAT Vice President</i>		
9-10 a.m.	<b>Fraudulent Filings: Government Code: 51.901</b> <i>Brian Wolfe, Financial Crimes Investigator, District Attorney's Office, Denton County</i>	Universities Grand Ballroom
10-10:30 a.m.	Refreshment Break With Vendors <i>Sponsored by</i>	Equestrian Ballroom
10:30-11:30 a.m.	<b>NEW-National Instant Criminal Background Check System (NICS) and Other Mental Health Reporting</b> <i>Christopher Fiest, CJIS Training and Development Specialist, Compliance and Training Bureau, Texas Department of Public Safety</i> The goal of this session is to provide attendees with training addressing what the clerks' reporting responsibilities are and some best practices to accomplish them.	Universities Grand Ballroom
11:30 a.m.-1 p.m.	Lunch on Your Own	
1-2 p.m.	<b>Ethics: How to Keep Your Honor</b> <i>Job Espinoza, Texas Ranger</i> Elite, heroic, and honorable are some of the words used to describe the legendary law enforcement officers known as the Texas Rangers. The Texas Rangers have over 200 years of history and they have evolved into a diverse organization that serves all 254 counties in Texas. In this session, a Texas Ranger will remind us of the importance of ethics in the realm of public service. Ethical education for elected officials is crucial for maintaining public trust, promoting good governance, and ensuring that decisions are made with the welfare of the community in mind.	Universities Grand Ballroom
2-3 p.m.	<b>eFile: The Duty of eFile • BYOL (Bring Your Own Laptop)</b> <i>Summer Simmons, Chief Deputy County Clerk, Parker County</i> Bring your laptop to make this hands-on training on e-File more effective. It is not mandatory to bring your laptop, but we highly encourage it.	
3-3:30 p.m.	Refreshment Break With Vendors ( <b>auction ends</b> ) <i>Sponsored by</i>	Equestrian Ballroom
3:30-4:30 p.m.	<b>Continued: eFile: The Duty of eFile • BYOL (Bring Your Own Laptop)</b> <i>Summer Simmons, Chief Deputy County Clerk, Parker County</i> Continuation of the hands-on training on e-File.	Universities Grand Ballroom
6:30-10:30 p.m.	<b>Sponsored by</b>  <b>Banquet: Red, White and Blue Dinner and Dance</b> <i>Universities Grand Ballroom</i> <i>Attire: Red, White and Blue</i> Join us for a fun-filled evening of celebration, dining, and entertainment, all on CDCAT's tab! Dress in your best red, white, and blue and get ready to dance the night away to the lively tunes of the Rob Holbert Group. It's the perfect chance to relax, socialize, and enjoy a festive night with great food, drinks, and music. Don't miss out on the excitement!	





# 2025 County and District Clerks' Association of Texas Winter Conference



Feb. 3-6, 2025 | Embassy Suites by Hilton Denton Convention Center | Denton

Thursday, February 6		
Time	Event/Session & Presenters	Location
8:30-9 a.m.	<b>Coffee</b> <i>Sponsored by</i>	Foyer
8:30-11 a.m.	<b>Information Desk Open</b>	Registration Desk
General Session		
Moderator: Hon. Jennifer Wright, Jeff Davis County and District Clerk, CDCAT Treasurer		
9-10 a.m.	<b>Building a Culture of Appreciation</b> <i>Debra Aiken, Ed.D., Training and Development Manager, Denton County</i> The concept of appreciation in the workplace is highly relevant to the development and sustainment of a positive working environment. Individuals at every level of an organization strongly desire to be appreciated and valued for who they are as individuals, as well as the contributions they make to the organization. This session provides a look into the different ways employees communicate appreciation and the power of communicating real, authentic appreciation, with the intended goal of building a culture of appreciation across the workforce.	Universities Grand Ballroom
10-11 a.m.	<b>Protective Orders Processes: From A to Z</b> <i>Hidalgo County</i> This session reviews the protective order processes from A to Z. Every county has different processes for protective orders. This session will present ways of approaching protective orders processes that may work for your county.	

## Duty • County • Honor

### Grant Reimbursement Reminder

*Elected clerks can submit a grant reimbursement form for a portion of their travel and lodging expenses. Download it online or from LiveBinder.*

### Save the Dates

#### 2025 130<sup>th</sup> Annual CDCAT Conference

June 8-12 • Houston Marriott Sugar Land • Sugar Land

*Hosted by Fort Bend County and District Clerks*

#### 2026 CDCAT Winter Conference

Feb. 10-13 • Embassy Suites San Marcos Hotel Spa & Conference Center • San Marcos