

MACA eNews

Message from the President

Spring 2024

Hello Sunshine--Spring is here!!! With the return of spring comes new beginnings, new possibilities, and new growth. I see this season as an awakening from hibernation, a breath of fresh air, rays of sunshine, and even life's thunderstorms. However, with the start of each day, flowers bloom and it's the simple joys of the season that we can delight in as we reflect on the seeds planted to help us grow!!

With so many natural springtime wonders surrounding us, we are reminded that MACA's 2024 Annual Conference is approaching soon! The conference brochure is included in the newsletter as well as any information pertaining to this year's conference. If you haven't registered yet, please make sure to do so ASAP. **The guaranteed group rate for room reservation will need to be made by Saturday, April 20, 2024. After this date, there will be a \$25.00 late fee for registration.**

This year, Region 4 will be conducting a murder mystery with a "Roaring 20's" theme (costumes are encouraged). The entry for the social will be an additional cost for family member(s); please see the attached flyer for more details. The Civic's annual project is the Missouri Law Enforcement Funeral Team. Please make sure you purchase a t-shirt, as well as raffle tickets for this exceptional duty of honor. The DJ will take us to the dance floor after the Murder Mystery, don't forget your dancing shoes!

Lastly, I encourage all of you to look through the entire newsletter for important details pertaining to this year's conference. There is a first-time Meet and Greet Networking event on Sunday, hosted by Shantel White. A Mental Health Day on Monday presented by Ericka Jones. It is time to take a deep breath and learn to let go of things that are hindering our growth. Stacey Fields, Professional Development Director, Mariann Warren, PA Representative, and the entire Education Committee have put in a lot of hard work and dedication with planting seeds to enhance your professional skills that will elevate you to a higher level of learning. Don't miss out on the unforgettable moments at this year's conference! A reminder to vote on the proposed By-Law amendment, see details to make yourself aware of the change prior to voting. Remember that every vote counts.

Please review the "Board Member Spotlight" section that has been added to the newsletter.

Don't hesitate to ask questions about each board member, learn facts and not the misconceptions of being a board member, or join an open committee to learn how the board operates.

Remember "YOU" are the future leaders of MACA!
I'm excited to see you in May and Happy Spring everyone!!

"The flower that blooms in adversity is the most rare and beautiful of all!"

(Author Unknown).

Your MACA President, LaJohna R. Wooldridge



Region 4 Director

Dawn Hendricks

Bonne Terre Municipal Court

I am the Court Administrator for the City of Bonne Terre, a small town in St. Francois County. I am a member of SEMOMACA (Region #4). I started my court career in 2013 as deputy court clerk for the City of Desloge, and moved to Bonne Terre in 2020. I received my ACCA in May of 2022. I absolutely love being a court clerk and how it challenges me every day! I am the Region 4 Director, and I serve on the Education Committee. I wear numerous hats with Girl Scouts as a leader and Service Unit Manager. I live with my fiancé, Derek, and I am the mom of three amazing daughters.



Immediate Past President

Colleen Massey-Skaggs

Manchester Municipal Court

Colleen is the Court Administrator for the City of Manchester, where she has worked for 37 years. She currently serves on the MACA board as Immediate Past President, but has served on the board since 2005 in the positions of Region Director, Secretary, President-Elect and President. She also serves on the Education Committee.

Colleen's passion for helping others is what led her to running for a position on the board. There was very little training or oversight available to municipal clerks when she started as a court clerk, so to be actively involved in the evolution of our profession since that time, has been very gratifying.

Colleen received her certification as Court Administrator in May of 2001, her MACCA in May of 2021, and her ACCA in May of 2023. She also completed the Missouri Court Management Institute in May of 2022, and was the 2023 recipient of the Award of Merit. She and her husband have a wonderful, blended family of six kids and seven grandkids. In her spare time she loves spending time with family and friends and traveling.

MACA EXECUTIVE BOARD 2023-2024

PRESIDENT

LaJohna Wooldridge
O'Fallon Municipal Division
1019 Bryan Road
O'Fallon, MO 63366
Ph: 636-379-5515
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lwooldridge@ofallon.mo.us
Committee: Annual Conference

PRESIDENT-ELECT

Ruth Rask
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Committee: Annual Conference

IMMEDIATE PAST PRESIDENT

Colleen Massey-Skaggs
Manchester Municipal Division
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cmassey@manchestermo.gov
Committee: Nominations

SECRETARY

Tracy Fisher
Park Hills Municipal Division
10 Municipal Drive
Park Hills, MO 63601
Ph: 573-431-3142 x 27
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Committee: Finance

TREASURER

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Committee: Finance

PROFESSIONAL DEVELOPMENT

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sfields@cityofcrestwood.org
Committee: Education

MEMBERSHIP DIRECTOR

Melissa Allen
Eureka Municipal Division
120 City Hall Drive
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mallen@eureka.mo.us
Committee: Membership

PROSECUTOR CLERK REP

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1911 Dorsett Rd
Maryland Heights, MO 63043
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m.warren@marylandheights.com
Committee: Education

REGION 1

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Ladue Municipal Division
9345 Clayton Road
Ladue, MO 63124
Ph: 314-993-3919
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eweimar@cityofladue-mo.gov
Committee: Publications

REGION 2

Whitney Weber
Pleasant Hill Municipal Division
203 Paul Street
Pleasant Hill, MO 64080
Ph: 816-540-3135
Fax: 816-987-5141
whitneyw@pleasanthill.com
Committee: Automation/Technology

REGION 3

Lezlie Meyer
LaGrange Municipal Division
118 South Main
LaGrange, MO 63448
Ph: 573-655-4301
Fax: 573-655-4930
lagclerk@cityoflagrangemo.gov
Committee: Legislation

REGION 4

Dawn Hendricks
Bonne Terre Municipal Division
118 N. Allen
Bonne Terre, MO 63628
Ph: 573-358-2254 x 3
Fax: 573-358-1525
courtclerk@bonneterre.net
Committee: Social/Civic Project

REGION 5

Sylvia Deering
Pineville Municipal Division
503 Main Street
Pineville, MO 64856
Ph: 417-223-4368 x 101
Fax: 417-223-4366
s.deering@pinevillemo.us
Committee: Awards/Scholarships

REGION 6

Angela Davis
Raymore Municipal Division
100 Municipal Circle
Raymore, MO 64083
Ph: 816-331-1712
Fax: 816-331-0634
adavis@raymore.com
Committee: Vendors

REGION 7

Nancy Jeffries
Columbia Municipal Division
600 E. Broadway
Columbia, MO 65201
PH: 573-874-7230 x 7232
FAX: 573-874-7531
nancy.jeffries.como.gov
Committee: Historian

REGION 8

Andrea Hartgrove
Columbia Municipal Division
600 E. Broadway
Columbia, MO 65201
Ph: 573-874-7230 x 7232
Fax: 573-874-7531
Committee: By-Laws/P&P

REGION 9

Theresa Mitchell
Seymour Municipal Division
PO Box 247
Seymour, MO 65746
Ph: 417-935-4401 x 2
Fax: 417-935-2600
theresa.mitchell@courts.mo.gov
Committee: Continuing Education

Welcome the new members of MACA

Barbara Aaron – Lake Winnebago

Hiba Abughazala – Kansas City

Ramon Berber – Kansas City

Justin Dunn – Kansas City

Amanda Entrekin – Springfield

Gabriella Gellan – Springfield

Linda Gentry – Adair County Circuit Court

Sharon Gooch – Joplin

Christina Hall – Oakview

Sara Hannon – St. Charles County

Richard Hummons – Kansas City

Amber Johnson – Kansas City

Jessica LeFlore – St. Louis County

Stacey Lewis – Kansas City

Jeanine McAlister – Riverview

Justin Mennerich – St. Charles County

Yocasta Quinonez – St. Charles

Vince Raybon – St. Louis County

Lisa Ruyf – Pleasant Valley

Tracy Schlager – Springfield

Melissa Sherrillo – Byrnes Mill

Tammy Spurling – Hannibal

Felicia Stuart – St. Louis County

Johnny Tran – Kansas City

Mary Wallis – St. Charles County

Sarah Carr – Jefferson County

Lorra Jagow – Warsaw

Cindy Jones – Grain Valley

Christina Droege - Webster Groves

2024 MACA

Spring



CONFERENCE

Empowering Change by
*Breaking Down
Barriers*

MAY 20-24
MARGARITAVILLE RESORT
LAKE OF THE OZARKS



SPRING

Details

Single: \$119
Suite 1 bed: \$185
Suite 2 bed: \$243

Hotel Information

Margaritaville Lake Ozark
494 Tan-tar-a Drive
Osage Beach, MO 65065

To make reservations click here:
[MACA booking link.](#)

**RESERVATIONS MUST BE MADE
ON OR BEFORE APRIL 19, 2024
FOR THE LISTED RATE.
USE CODE CRTR TO GET THE
CONFERENCE RATE.**

DRESS CODE: BUSINESS CASUAL

Guidelines: casual slacks, casual/sport shirts, dresses or skirts. No jeans or shorts. Temperatures will vary in meeting rooms. For personal comfort, we strongly suggest dressing in layers and bringing a jacket or sweater with you.

CEU Information/Certificates

We will be utilizing Flexiquiz for CEU Certificates this year. This is a program that requires you to take a simple 7 question quiz at the end of each session. As you take the quiz and pass (you will have 3 chances and you must get 70% correct to pass) you will be automatically emailed your certificate. You will be responsible for keeping your certificates. Belinda will not be doing reprints. She will have record of your hours from Flexiquiz after you pass the quizzes. There will be a link on the Conference App in each session that will open once the session is over. You will need to click on it, type in your name and email and take the quiz and upon completion you will immediately be emailed your certificate. You are responsible for keeping it for certification/maintenance requirements.

Available Hours for this conference: 25 for Monday Evening through Friday - 35 max including Sunday/Monday sessions.

Participants may request a transcript of all training hours by using the transcript request form found online along with a fee of \$15.00.

NEW COURT CLERK TRAINING

Monday, May 20

Separate registration required for Monday
Lunch included

Presented by MCEC

All are welcome to join members of the Municipal Clerk Education Committee (MCEC) to unpack the mysteries of being new to the judiciary, talk legislation and how it impacts us, learn about the profession you are in, lots of time for questions and answers. This day long session is geared towards clerks with less than 5 years of experience but serves as a great refresher for more seasoned clerks as well. There is a separate registration and fee for this session.

*New
in 2024!*

Mental Health Session

Court and PA's Welcome - Lunch included

A blended course with a certificate upon completion. The session will cover common signs and symptoms of mental health challenges. Common signs and symptoms of substance use challenges. How to interact with a person in crisis. How to connect a person with help. Expanded content on trauma, substance use and self-care.



CA Agenda

SUNDAY, MAY 19

- | | |
|---------|--------------------------------------|
| 5 - 7pm | Early Registration |
| 7 - 9pm | Circle of Knowledge Networking Event |

MONDAY, MAY 20

- | | |
|-----------------|---|
| 7:30am - 4:30pm | Registration |
| 8am - Noon | Court Clerk New Clerk Training or Mental Health Session
(Separate Registration Required) |
| Noon - 1pm | Lunch |
| 1 - 5pm | New Clerk Training or Mental Health Session (Continued) |
| 5:30 - 6:30pm | Presidential Welcome Reception |
| 6:30 - 7:30pm | Regional Breakout Sessions |

TUESDAY, MAY 21

- | | |
|-----------------|---|
| 7:30AM - 4:30pm | Registration |
| 8 - 9am | Presidential Welcome & Civic Project Presentation |
| 9 - 10:15am | All In |
| 10:30am - Noon | PA & Court Communication |
| Noon - 1pm | Lunch |
| 1 - 3pm | Evolution of Court Administration |
| 3:15 - 4:30pm | In Custody Warrants |
| 4:30 - 5:30pm | Early voting |

WEDNESDAY, MAY 22

- | | |
|-----------------|---|
| 7:30am - 4:30pm | Registration |
| 7 - 8am | Voting |
| 8 - 9am | MACA Business Meeting |
| 8am - 3pm | One on One Accounting Sessions (RSVP for Appointment) |
| 9 - 10:15am | Award Presentations |
| 10:30 - Noon | Debt Collection |
| Noon - 1pm | Lunch & Election Results |
| 1 - 2pm | Tips, Tricks & Helpful Hints for Finance |
| 2 - 2:45pm | Unclaimed Property |
| 3 - 5pm | A Night in the Life of Municipal Court (Streaming) |
| 7 - 11pm | Social |

THURSDAY, MAY 23

- | | |
|---------------|--|
| 7:30am - Noon | Registration |
| 9 - 10am | The Problem Log or
How to Prepare for Your Court Review |
| 10:15 - 11am | Docketing Preserving the Record or |
| 10:15 - Noon | Translating Your Worth - What's Data Got to do With It? |
| 11am - Noon | Probation |
| 11am - 3pm | Vendor Hall Open |
| Noon - 1:30pm | Lunch with Vendors |
| 1:30 - 3:30pm | Active Shooter Training |
| 3:45 - 4:30pm | Ordinances and Statutes |
| 4:30 - 5pm | Raffle Baskets Awarded |

FRIDAY, MAY 24

- | | |
|--------------|---|
| 9 - 10:30am | Do You Work with the Living Dead? |
| 10:30 - Noon | Professionalism Across Social Media for the Workplace |

PA Agenda

SUNDAY, MAY 19

5 - 7pm Early Registration
7 - 9pm Circle of Knowledge Networking Event

MONDAY, MAY 20

7:30am - 4:30pm Registration
8am - Noon Mental Health Session
(Separate Registration Required)
Noon - 1pm Lunch
1 - 5pm Mental Health Session (Continued)
5:30 - 6:30pm Presidential Welcome Reception
6:30 - 7:30pm Regional Breakout Sessions

TUESDAY, MAY 21

7:30AM - 4:30pm Registration
8 - 9am Presidential Welcome & Civic Project Presentation
9 - 10:15am All In
10:30am - Noon PA & Court Communication
Noon - 1pm Lunch
1 - 3pm Evolution of Court Administration
3:15 - 4:30pm In Custody Warrants
4:30 - 5:30pm Early voting

WEDNESDAY, MAY 22

7:30am - 4:30pm Registration
7 - 8am Voting
8 - 9am MACA Business Meeting
9 - 10:15am Award Presentations
10:30 - Noon PA Portal, PAMS & Updating Charge Codes
Noon - 1pm Lunch & Election Results
1 - 5pm Joint Sessions with Judges' Conference
7 - 11pm Social

THURSDAY, MAY 23

7:30am - Noon Registration
9 - Noon A Day in the life of a PA
11am - 3pm Vendor Hall Open
Noon - 1:30pm Lunch with Vendors
1:30 - 3:30pm Active Shooter Training
3:45 - 4:30pm Ordinances and Statutes
4:30 - 5pm Raffle Baskets Awarded

FRIDAY, MAY 24

9 - 10:30am Do You Work With the Living Dead?
10:30 - Noon Professionalism Across Social Media for the Workplace

All In
Gian Paul Gonzalez

Challenge to Live Life ALL IN: Importance of Being ALL IN TODAY In Order To Be AND Get Ready For the FUTURE.

Did You Know?

How do we preserve the integrity of our separate judiciary responsibilities while getting the information that we need in order to complete our jobs effectively? This session will help you to understand what information we can share & why or why not.

In Custody Warrants
Keith Cheung

What's an in custody warrant? What part does the prosecutor do? What part does the court perform? You'll find out in this informative session.

Evolution of Court Administration
Marianne Warren, Tracy Fisher & Courtney Whiteside

The perception of court management has evolved for both court personnel and prosecutor's assistants. In this session, you'll get a deeper understanding of how the changes have impacted us as professionals and where we are headed.

A Night in the Life of Municipal Court
Streaming from Judge's Conference

Four separate cases will be presented as examples of what happens in municipal courts. After each segment, there will be time for questions and comments. Look forward to an interactive, fun presentation.

Active Shooter Training
Rich Wagner & Tracey Anderson

Powerful session that will include practical instruction about what to do if an active shooter incident happens. It will include the personal testimony of a city staff member who actually dealt with the aftermath of a tragic incident.

Ordinances & Statutes
JoAnn Cova

Laws impact how we process cases. In this session, you'll get a better understanding about ordinances and statutes.

Do You Work With the Living Dead?
Desi Payne

Do you work with people who drag their feet into work, growl and murmur, give blank stares, aren't engaged with their work, or poison other co-workers with their negativity? Or could you possibly be infected with this epidemic, and you don't know it? You will laugh and learn in this session and get equipped to work with negative people and be happier on the job.

Professionalism Across Social Media
for the Workplace
Adam McChesney

Do you engage on social media through your personal profiles? Impacts of personal social media posting on your career. What is okay to post on social media? And what is not?

Course
Descriptions

COURSE Descriptions

Debt Collection OSCA

How do you set up a payment plan? What do you do to set up debt collection and what processes go into effect once the debt is turned over to collections?

Tips, Tricks & Helpful Hints for Finance OSCA

If you haven't had a court review, you will. This session teach you about SCR 37.04 A - What are we looking for when we conduct a court review.

The Problem Log OSCA

You'll learn how to track/enter/update in SMC - Suspensions, Revoke, Reinstate, Successfully Complete.

Docketing OSCA

Show Me Courts...show me everything! This docketing session will focus on accurate recordkeeping and what goes where to make sure the public is getting proper access to record information.

Probations (OSCA)

You'll learn how to track/enter/update in SMC - Suspensions, Revoke, Reinstate, Successfully Complete.

Circle of Knowledge Networking Event Shantel White

Come early to spend time networking with fellow clerks throughout the state. Build your network, build your team. Fun, games and networking.

Inclusion in the Courts

In this interactive session you'll be able define what it means to be inclusive, why it is important in our career whether you are in a one person court, supervise, or on staff. You will leave with practical principles to help you provide an inclusive court experience.

Translating Your Worth - What's Data Got to do With it? Courtney Whiteside

If you were asked to define your role in the court, could you do it? Could you quantify the production of your court? Come explore how to have difficult conversations with judicial partners, how to present complex court data in a meaningful way to a partners outside of the judiciary, and how to translate the importance of the court to your governing bodies.

PA Portal, PAMS, Updating Charge Codes Ericka Jones

REJIS and PAMS Computer updates. Erica Jones will talk about the PA portal updates.

A Day in the Life of a PA

Bring your questions and we will be covering all things that the PA Clerk needs to know; Transferring tickets, recommendations, fingerprint cards, retention, subpoena and preparing for a trial docket.

Registration

To Register:

Credit Card: [Click Here](#)

Check: Make payable to **MACA** and mail
c/o Belinda Pearson, 4878 E. Utica Street, Springfield, MO 65809

Membership Fee and Registration Fee MUST be paid prior to attendance.

If you do not have your membership number, you need to contact Melissa Allen at mallen@eureka.mo.us. You will not be allowed to attend without payment. A confirmation letter will be sent approximately two weeks prior to conference.

Your cell phone number will be used for access to the app, an email you can access at conference is being requested as a backup to your cell phone.

Please fill out the complete form.

Name: _____

Cell Phone _____

Email you can access: _____

Member #: _____ Region: _____ Court or PA

First Time Conference Attendee?: Yes No

New Clerk? Yes No

Dietary Restrictions?: _____

Address/City/Zip: _____

Assist with: Door Floor Introductions

Credit card receipts will come from Pearson Travel Planning.

Course Option	Date	Member Rate	Included	Total	
New Clerk or Mental Health	May 20	\$125	Monday Training & Lunch		
Full Conference (Monday Evening - Friday)	May 20-24	\$350	All sessions (except New Clerks) Lunch on T/W/TR		
One Day Only		\$125	Day Attending: T W TH F		
Two Days Only		\$200	Days Attending? T W TH F		
Payment MUST be made prior to attending the conference. If you do not receive a confirmation letter via email showing your payment by May 10th, please email pearsonplanning.maca@gmail.com to verify payment and membership. You will not be allowed to attend if your payment or proof of payment are not received.			If after April 30, 2024 add \$25 late Fee		
			Non Member fee - If not a MACA member and if you do not have your membership number on this form - \$50		
			Grand Total		

MACA is excited to offer this year an all day Mental Health session for both Court Clerks and PA Clerks. This session will be Monday May 20, 2024. This is an optional session, you must circle it on you registration form and pay the fee for the one day session.



MENTAL HEALTH FIRST AID

WHY MENTAL HEALTH FIRST AID?

Mental Health First Aid (MHFA) teaches you how to identify, understand and respond to signs of mental health and substance use challenges among adults.

On average,

130

people die by suicide every day.

Source: American Foundation for Suicide Prevention

From 1999 to 2019,

841,000

people died from drug overdoses.

Source: Centers for Disease Control and Prevention

Nearly

1 IN 5

in the U.S. lives with a mental illness.

Source: National Institute of Mental Health

WHO NEEDS TO KNOW MENTAL HEALTH FIRST AID

- Employers.
- Police officers.
- Hospital staff.
- First responders.
- Caring individuals.

WHAT IT COVERS

- Common signs and symptoms of mental health challenges.
- Common signs and symptoms of substance use challenges.
- How to interact with a person in crisis.
- How to connect a person with help.
- Expanded content on trauma, substance use and self-care.

THREE WAYS TO LEARN

- **In-person (2nd Edition)** – Learners receive their training during a 7.5-hour, Instructor-led, in-person session.
- **Blended** – Learners complete a 2-hour, self-paced online course, and participate in a 4.5- to 5.5-hour, Instructor-led training. This Instructor-led Training can be:
 - › A video conference.
 - › An in-person class.

Learn how to respond with the Mental Health First Aid Action Plan (**ALGEE**):

- A**ssess for risk of suicide or harm.
- L**isten nonjudgmentally.
- G**ive reassurance and information.
- E**ncourage appropriate professional help.
- E**ncourage self-help and other support strategies.

Sources

American Foundation for Suicide Prevention. (n.d.). *Suicide statistics*. <https://afsp.org/suicide-statistics/>

Centers for Disease Control and Prevention. (n.d.). *Drug overdose deaths*. <https://www.cdc.gov/drugoverdose/deaths/index.html>

National Institute of Mental Health (NIMH). (n.d.). *Mental illness*. <https://www.nimh.nih.gov/health/statistics/mental-illness>

2024 Election

This year is an election year for Secretary, Membership Director, Professional Development Director, Prosecutor Clerk Representative, and even numbered Region Directors.

We will also have a By Law change to vote on.

Please see Bio's for everyone who is running for a position.

Voting will take place at the Annual Conference at Margaritaville on Tuesday May 21, 2024 and Wednesday May 22, 2024.

* To be eligible to vote, your 2024 MACA membership must have been paid by March 15, 2024.*



Secretary

Tracy Fisher

Park Hills Municipal Division

I am the Court Administrator for the City of Park Hills, a small town in Southeast Missouri. In 2020, I was elected to serve as the secretary for region #4 of SEMOMACA. I have more than 13 years of court experience having worked 8 years in Associate and Circuit Courts before beginning my Municipal Court career in February of 2016. My CCA was awarded in May of 2021 and my MACA ACCA in May of 2023.

I was previously on the Park Hills-Leadington Chamber of Commerce for more than nine years serving as an Ambassador, Board Member, and Ex-Officio of the City of Park Hills. I am an active member of the Downtown Park Hills Association, and in February of this year was elected to serve as Vice President for that organization.

On a personal note, I am a grandma to three grandsons, and my dog Roxie is my favorite dance partner.

I love working with the public and helping people. My most favorite motto in both my career and life is “You will never regret being kind”



Professional Development Director

Heather Smith

St. Charles County Municipal Division

I have been the Court Administrator for the St. Charles County Municipal Division for the past 17 years. Prior to that I was with the City of Vinita Park starting as a police clerk in 1996 and moving to the court in 1997. In May of 2000 I received my CCA and my MACA Advanced Court Administrator Certification in 2019. Over the years, I have served on the MSLACA board in many capacities and as the MACA Professional Development Director. Currently I chair the Municipal and Traffic Focus Group through OSCA's Change Control Committee and serve on the Automation Process and Training Work Group, the newly formed AI work group and am also one of the two municipal positions on the Missouri Court Automation Committee. I've been married to my husband Rob for 30 years and we recently had the pleasure of meeting our very first grandchild, Miles. We love to travel and enjoy many outdoor activities such as hiking, biking and camping.



Membership Director

Taran Svoboda
Excelsior Springs Municipal Division

Taran Svoboda is the Court Administrator for the City of Kearney Municipal Division. She has only worked for Kearney for a couple of weeks! Previously, she was the Court Administrator for Excelsior Springs for 13 years. She began her legal career in 2002 when she began working as a part time file clerk for the Clay County District Attorney. Shortly thereafter, Taran was offered a full time position and promotion to Restitution Clerk. She was able to get hands on experience, help prepare Prosecutors for trials, collect and distribute monies to crime victims and learn the logistics of the justice system. The time spent working for Clay County was invaluable and provided her great court experience. In March of 2011, after 9 years with Clay County, Taran accepted the Court Administrator position with the City of Excelsior Springs, a historic town of nearly 12,000 people. In 2013, she was nominated and elected as the Clay County Director of WACA, a chapter of the Missouri Association for Court Administration, where she held the Education Chair and helped prepare training sessions for its regional members. In January 2015, Taran took over the membership chair for WACA until she was elected as the Vice President in October of 2015. 2015 was a big year for Taran as she not only obtained her CCA but she also received the 2015 Award of Merit for WACA. In 2020, she obtained her MACA Advanced Certification. She went on to serve as the President of WACA and was asked to run for a second term where she is currently the President.

Outside of being a Court Administrator, Taran is a wife to Justin of 17 years and together they have two children: Emersen (14) and Brier (10). In her spare time, she enjoys the simple life of camping, back yard get-togethers and making memories with her family. Some fun facts are that she trains in Brazilian Jiu Jitsu and has a bat house that houses approximately 100 bats!

Taran has wonderful communication and organizational skills and puts her energetic involvement in all that she does. Taran is dedicated, a hard-worker and a valuable asset to the courts and WACA board. Her experience makes her the best choice for Membership Director!



Membership Director

Melissa Allen

Eureka Municipal Division

Melissa Allen is the Court Administrator for the City of Eureka. She has been in her current position since 2023 and before that she was the Court Administrator for the City of Pacific. Prior to working in the municipal court, Melissa was a Legal Assistant for the Missouri State Public Defender's Office in St. Louis City and a Theatre Manager for Wehrenberg/Marcus Theatres. Melissa is the current Membership Director for MACA and serves on the Education Committee. She has served on the MACA Board since 2020 first as the Region 8 Director and then the Membership Director. She received her bachelor's degree in criminology and criminal justice from the University of Missouri – St. Louis. Melissa married her husband Bruce in 2016 and she has 2 daughters, Elise & Adeline who are Irish Twins. When not working, Melissa coaches her daughter's t-ball and soccer teams and is the Treasurer for her daughter's Elementary School's PTO. In her free time, she enjoys watching the St. Louis Cardinals, Blues, Battlehawks and City and playing volleyball. Melissa would eventually like to go back to school to further her education and one day hopes to run for Circuit Court.



Prosecutor Clerk Representative

Marianne Warren
City of Maryland Heights

My name is Marianne Warrant and I was appointed to the MACA board as the Prosecutor Clerk last year. I am currently the Prosecutor Clerk for the City of Maryland Heights, prior to that I was the Deputy Court Clerk for the City of Maryland Heights since January 1993. The transition to the Prosecutor Clerk from the Court Clerk was not that difficult for me because our office had already been in the process of segregating most of the Prosecutor Clerk duties. I served on the court reform committee in the 21st Circuit of St. Louis County. This committee is actively working with the prosecutors in the area to establish rules of the procedure and guidance practices within the office of the prosecutor and the offices role in interaction of duties within the municipal court system. I am active member of MACA and previous member of NACM. I received my CCA in May, 1998. Prior to working for the City of Maryland Heights in 1985 I began working for Judge Dennis Quillin in the St. Louis County Associate Circuit Court then I moved to the Civil Docketing department after the consolidation in St. Louis County until 1990 when I went to work for a private law office. I have been married for 33 years and have 2 adopted sons. I look forward to working with everyone



Region 2 Director

*Angela Davis
Raymore Municipal Division*

I have been the Court Administrator for the City of Raymore since 2021. I have more than 7 years of court experience having begun my career with the City of Belton in 2017 as a Deputy Court Clerk where I fell in love with the job and obtained my CCA in 2021. I am always willing to lend a helping hand to others. I have been an active member with WACA (Western Association of Court Administration) and have been a member of the board since 2018 where I held positions as Region 4 Director, Secretary, and currently Region 6 Director. Since joining the MACA board in 2022 I have served as the historian and currently still holds the Region 6 director and is the vendor committee chair.

On a personal note I married my husband in 2008 and we have 2 boys. When I am not working, I love spending time at motocross tracks around Missouri and Kansas.



Region 8 Director

*Chiara Ogle
Pacific Municipal Division*

Hello, my name is Chiara Ogle and I am the Court Clerk for the Pacific Municipal Court. I have been with the Pacific Municipal Court since May 2023. Prior to that, I was the court clerk for Byrnes Mill and Franklin County Municipal Court. I currently serve as Vice President of MM...MACA. I also serve on the MACA Education Committee and have recently become a member of MSLACA. In my spare time you can find me on the Missouri Mudders race team, racing my side by side (Pretty Little Poison), as well as four wheelers. If I am not racing or working, you will find me spending time with family and managing my boyfriend's band Mountain Mischief. I am looking forward to the opportunity to be Region 8 Director so I can help inspire and empower others.

Proposed 2024 By-Law Change

~~M. Vendors-Civic Awareness Committee~~

~~It shall be the responsibility of this committee to organize the vendor display at the Annual Conference by procuring vendors and establishing a vendor fee with the approval of the board.~~

~~The Civic Awareness Committee is responsible for organizing all fundraising efforts for the charity selected by the region in charge of the social.~~

L. Social

It shall be the responsibility of this committee to organize any social functions or activities concerning the Annual Conference.

1. Hospitality Committee: This committee is under the direction and guidance of the Social Committee Chair. The hospitality committee is responsible for social functions that will allow new members, or those attending the conference for the first time, the opportunity to network with other members of MACA.
2. ~~Civic Awareness Committee: This committee is under the direction and guidance of the Social Committee Chair. The Civic Awareness Committee is responsible for selecting a charity to sponsor each year at the annual conference.~~

Congratulations to everyone receiving their Certification

CCA

Lezlie J Meyer - LaGrange Municipal Court
Lauren Rabbitt - Fenton Municipal Court
Kimberly Ann Bockting - Eureka Municipal Court
Rebecca Lewis - Peculiar Municipal Court
Amanda Ranee Moore - Woodson Terrace Municipal Court
Keuyna Adele Abe - Maryland Heights Municipal Court
Michelle Richmond - Ferguson Municipal Court
Helen M Lindsey - Pagedale Municipal Court
Patricia Whitted - Velda Village Hills Municipal Court

CPC

Lori Mullins - City of Ladue
Ashraf Alasmar - City of Oakview
Karrie Michelle O'Brien - City of Kirkwood
Emily J Beishir - City of Bridgeton
Pamela A Polizzi - St. Charles County

ACCA

Diane Witte - St Peters Municipal Court
Amy L McCune - St Peters Municipal Court

MACCA

Whitney Weber - Pleasant Hill Municipal Court
Melissa Allen - Eureka Municipal Court
Elena Denise Penson - Pagedale Municipal Court
Angela Rae Davis - Raymore Municipal Court

Certifications will be given on Wednesday May 22,
2024 from 9:00am - 10:15am.

If you are receiving your certification, feel free to
invite your friends and family so they can see you
receive your certification.

*Congratulations
Spring 2024 Scholarship
Recipient*

Prosecutor Clerk Denese Gaines
City of University City



VENDORS

Join us May 23rd 11-3

Crafted in the Loo

Summer Jackson 217-480-1313

www.craftedintheloo.com

Orgami Owl

Sandi Smith 417-987-8836

my.thankgoodness.com/owlchick

Scentsy

Andrea Houseman 916-690-5068

www.waxonwicksoff.com

D. Galey Designs

Debrah Galey 660-620-6738

Facebook-D. Galey Designs

Color Street

Mandy Hicks 417-987-8836

ShOppolished2perfection.com

snap Jewelry

Tom Potts 417-650-8781

Tupperware

Dolores Nordman 816-341-5922

www.tupperware.com

Translation Perfect

Kim Chao 913-709-8996

www.translationperfect.com

Think First

Becky Jeffcoat 573-882-2372

ThinkFirst.missouri.edu

Safeguard Business System

Craig Croth 913-626-9170

gosafeguard.com/croth

Plunder Jewelry

Kim Kliegel

plunderdesign.com/kimkliegel

OSCA

www.courts.mo.gov

The Good Life Candle Co.

Charity Snider 217-480-1313

www.thegoodlifecandleco.com

Spark KC

Katy Hudspeth 913-832-0950

www.getsparkedkc.com

Betty's Jame's & Jelly's & Karen's Sewing

Betty 573-368-9453

Uptown Beauty & Boutique clothing

Erica Todd 816-824-1159

www.uptownwitherica.com

Lilla Rose

Samantha Killam 573-745-1021

lillarose.com/tinkerkillam

Thomasine Weber Photography

314-922-5745

Thomasineweberphotography.com

Coast Professional, Inc.

Corky Mobely 585-991-5200

www.coastprofessional.com

MADD

Jessica Maciak

madd.org/missouri

REJIS

Trudy Reason 314-267-4762

REJIS.org

The Clothing Line Boutique

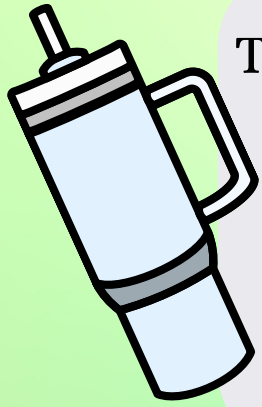
Missy Toenjes 618-444-1956

www.tclboutique.com

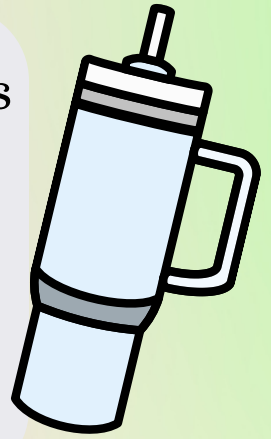
Northland Dependency Services

Kayla Farmer 816-781-8999

www.ndcnscs.com



There will **NOT** be water on the tables this year during the conference. There will only be the water containers in the hall. Make sure to bring your own water to classes at the conference.



DRESS CODE: BUSINESS CASUAL

Guidelines: casual slacks, casual/sport shirts, dresses or skirts. No jeans or shorts.

Temperatures will vary in meeting rooms. For personal comfort, we strongly suggest dressing in layers and bringing a jacket or sweater with you



MACA Code of Ethics:

As a member of MACA please remember you are a representative of not only MACA but also the Court that you work for. When you are attending trainings/conferences it is expected that you will always conduct yourself in a manner to reflect the dignity and humanity of your profession. That you will maintain the confidential nature of your position. That you will respect your position of trust and will maintain unquestionable honesty and integrity. That you will endeavor, by constant pursuit of educational programs, to increase the knowledge that is necessary to enhance your profession.

**WE NEED
YOUR HELP**

Calling all members! Raffle baskets are needed!! If you are able to donate please let your region director know.



2024 MACA CIVIC PROJECT



**MISSOURI LAW ENFORCEMENT FUNERAL
ASSISTANCE TEAM**

**Help us make this
year's civic project a
success!**



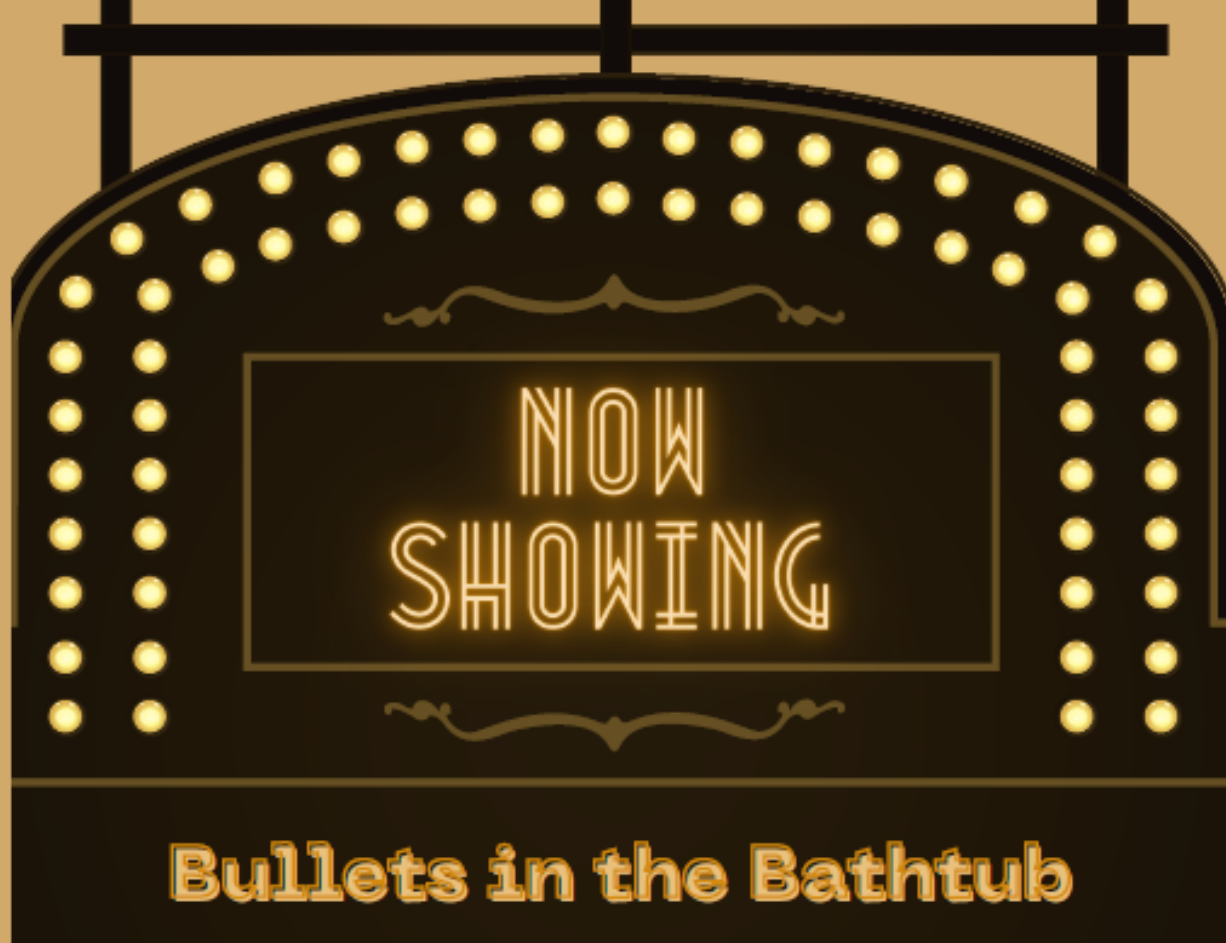
**RAFFLE BASKETS!
T-Shirts!**

The Roaring 20's



**You're Invited to
"Bump Gums" with
Region 4 at the 2024
MACA Social!**

Dress "Spiffy" and you'll quickly become the
"Cat's Meow" as we celebrate the roaring 20's!



Social

Murder Mystery



**Come join Region 4 for a
night of
fun at the Annual MACA
Social!!
Wednesday May 22nd from
7pm-11pm**

Presented by Jest Murder Mystery

PRE-ORDER CUPS

Delivery will be at Spring Conference- Deadline 05/01/2024

Pick One:

4 in1

Cup/w straw
Slim can
Can or bottle

\$20.00

20 oz tumbler

Double Insulated w/straw

\$15.00

30 oz tumbler

double insulated w/straw

\$20.00

Choose Life:

_____ #COURTLIFE

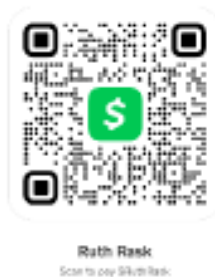
_____ #PALIFE



Name on cup: _____

Email form to: rc.rask67@gmail.com

Payments:



If you need additional payment method: Contact me 314-795-4471
**\$2.00 from each sale will be donated to the current civic project.

MALE VERSION - PRE-ORDER CUPS

Delivery will be at Spring Conference- Deadline 05/01/2024 Pick One:

4 in1

Cup/w straw
Slim can
Can or bottle

\$20.00

20 oz tumbler

Double Insulated w/straw

\$15.00

30 oz tumbler

double insulated w/straw

\$20.00

Choose Life:

_____ #COURTLIFE

_____ #PALIFE



#COURTLIFE

Name on cup: _____

Email form to: rc.rask67@gmail.com

Payments:



If you need additional payment method: Contact me 314-795-4471
**\$2.00 from each sale will be donated to the current civic project.

Did you know MACA has a website?!?

Whitney Weber has done a fantastic job on updating our website. Some of the things you can find on it is:

Spring 2024 Conference Registration

Membership Application

Membership Transfer

Charter Organization information

Certification information

Newsletters

MACA Budget

Employment Opportunities

and Much More.....

Go check it out at www.macamember.com

Save the Date

2024 MACA Fall Conference

October 8, 2024 - October 11, 2024

Hampton Inn & Suites
1225 Fellow's Place Blvd
Columbia, MO 65201

