



*Overcoming the
Challenges of Change!*

October 10-13, 2023

COURT AGENDA

Date	Time	Court	Session	PA
Tuesday,	5:00 pm—8:00 pm	Registration		
	7:00 pm - 9:00 pm	Introductions—Conference Connect		
Wednesday, October 11	7:30 am—5:00 pm	Registration		
	8:30 am - 8:45 am	Welcome & Opening Remarks, What MACA is all About		
	9:00 am - 11:00 am	Forward Focused—The Power of Positive Leadership		
	11:15 am - 12:00 pm	Advocating For Your Court with Your City		
	12:00 pm—1:00 pm	Lunch (Included)		
	1:00 pm - 3:30 pm	Rule 37/Life of a Ticket/Redaction		
	3:45 pm - 5:00 pm	Mental Health, Connecting the Dots; Clinician, Court, Prosecutor		
Thursday, October 12	7:30 am—5:00 pm	Registration		
	8:00 am - 10:00 am	Evolution of Court Management		
	10:15 am - 11:45 pm	Legal Advice vs Legal Information		
	12:00 pm - 1:00 pm	Lunch (Included)		
	1:00pm - 2:15 pm	Speed Dating with the OSCA Monitors		
	2:30 pm - 3:30 pm	Unclaimed Property		
	3:45 pm - 5:00 pm	New Judge/New Court—Best Practices for When You're Getting a New Judge or Moving to a New Court		
Friday, October 13	8:30 am—9:30 am	Situational Awareness—Security		
	9:45 am - 12:00 pm	Giving and Receiving Feedback		

HOTEL INFORMATION

Hampton Inn and Suites at the University
1225 Fellows Place, Columbia, MO 65201

Rate: \$98 per night (If tax exempt \$102.90 per night)

Reservation Deadline: September 12, 2023

Reservation Link: [Click Here](#)

Phone: 573-214-2222 **Code:** C-MAC

Bring tax exempt letter with you and if you plan to pay by check notify the hotel upon reservation and they prefer the check be mailed to the hotel in advance.



PA AGENDA

Date	Time	Court Session	PA
Tuesday, October 10	5:00 pm—8:00 pm	Registration	
	7:00 pm - 9:00 pm	Introductions—Conference Connect	
Wednesday, October 11	7:30 am—5:00 pm	Registration	
	8:30 am - 8:45 am	Welcome & Opening Remarks, What MACA is all About	
	9:00 am - 11:00 am	Forward Focused—The Power of Positive Leadership	
	11:15 am - 12:00 pm	Advocating For Your Court with Your City	
	12:00 pm—1:00 pm	Lunch (Included)	
	1:00 pm - 3:30 pm	Rule 37/Life of a Ticket/Redaction	
Thursday, October 12	3:45 pm - 5:00 pm	Mental Health, Connecting the Dots; Clinician, Court, Prosecutor	
	7:30 am—5:00 pm	Registration	
	8:00 am - 10:00 am	Evolution of Court Management	
	10:15 am - 11:45 pm	REJIS & Omnigo Updates	
	12:00 pm - 1:00 pm	Lunch (Included)	
	1:00pm - 2:15 pm	Ordinance Violations & How are They Introduced	
	2:30 pm - 3:30 pm	Disposition Requirements & Charge Code Updates	
3:45 pm - 5:00 pm	Housing Applications/Warrant Applications		
Friday, October 13	8:30 am—9:30 am	Situational Awareness—Security	
	9:45 am - 12:00 pm	Giving and Receiving Feedback	

FLEXIQUIZ INFORMATION

Flexiquiz was introduced in 3 sessions of the Spring Conference this year. This fall, we will be utilizing Flexiquiz for ALL sessions.

You will be responsible for clicking on each quiz link in the conference app, completing and passing the quiz for each session and then assuring you receive your certificate for each session. There will not be a summary certificate of all classes from Belinda sent out. She will receive a report of all that have completed by 30 days post event and those will be on your CEU record.

No need to email certificates to Belinda and if you meet your maintenance requirements for the year, you will not need to send a maintenance form to her, as she will have the record from Flexiquiz. This should make things quicker and easier for everyone receiving CEU's. Please keep your certificates in a safe place, as you will need them when applying for certification.



Session	Course Description
What MACA is All About	Lisa Thompson will talk about the foundation and advancement of court administration through the creation of the Missouri Association for Court Administration.
Forward Focused—The Power of Positive Leadership	This session will focus on how to work with and transform Energy Vampires into positive energy bus drivers. It is a choice we make every day to be positive or negative. It is hard to stay focused when all the energy is sucked up with negativity, but we can do it! Whether you lead from the top down or the bottom up, your positive energy can impact your organization for the better.
Advocating For Your Court With Your City	Do you in some cases feel that your court is invisible to your City? We will talk about tips and strategies for further developing communication between your court and your City, to acquire their help and arrive at your objectives.
Rule 37/Life of a Ticket/Redaction	This session will drill down into how Rule 37 corresponds with the who, what, when, where, and how a ticket moves through the court and prosecution processes. Also, redaction and expanded access will be discussed to clarify what is required along with the challenges and solutions that come with it.
Mental Health, Connecting the Dots; Clinician, Court, Prosecu-	This session will explore how clinicians, the court, and prosecutor can work collaboratively to assist those with mental health issues who come in contact with the justice system.
Evolution of Court Management	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.
Legal Advice vs. Legal Information	Understanding what a court clerk can and cannot say to the general public and how to handle those tough situations.
Speed Dating with the OSCA Monitors	In this engaging session, representatives from OSCA will answer questions in 3-minute intervals on a range of topics submitted by our membership.
Unclaimed Property	This session will go over the ABCs of processing how to submit unclaimed funds to the state of Missouri. An OSCA representative from finance will teach the SMC process to submit funds and a court administrator will go over how to properly complete the form.
New Judge/New Court—Best Practices for When You're Getting a New Judge or Moving to a New Court	Change can be overwhelming. In this session OSCA and a court administrator will teach you the processes and give tips for a smoother transition.
Situational Awareness—Security	Bill Francis, a former FBI agent will teach us what to look for and how to protect ourselves and others in situations that could possibly become a threat inside and outside our courts.
Giving and Receiving Feedback	Does the idea of giving or receiving feedback from others make you break out in a cold sweat? In this session, you'll learn how beneficial feedback can be and how to avoid the pitfalls that block productive results.
REJIS & Omnigo Updates	A representative from REJIS and Omnigo will be on hand to give updates and answer questions to help make your day-to-day case management processes even better.
Ordinance Violations and How Are They Introduced	Who's responsible for local ordinance codes being connected to our state codes and how does it get done? An experienced city clerk and prosecutor's assistant will talk about the ins & outs of local ordinance codes.
Disposition Requirements and Charge Code Updates	This session will do a deep dive into what components are important in a disposition and why, and talk about what's new in charge codes.
Housing Applications/Warrant Applications	Housing in disrepair or dealing with a public nuisance? This session will go over the how and why a warrant is done, touch upon administrative search warrants, and warrant applications.

REGISTRATION

Registration Fee:	Member Rate	Non-Member Rate
Full Conference –	\$200.00	\$250.00
Single Day –	\$100.00	\$125.00

Lunch included on Wednesday and Thursday

Conference App: We will again be using an app for this conference. Please watch your email for your invitation closer to conference time.

CEU's: and Flexiquiz The 2023 Fall Education Conference offers a total of 20 CEU Hours. You will be given a link for each session where you will need to click, take the quiz for the session and immediately upon completion you will receive a certificate from Flexiquiz. You are responsible for assuring you enter your email and name correctly so they will appear on your certificate and be sent to the correct email address. If you do not receive a certificate for the session, you will not have points for the session toward your certification or maintenance. Please verify you receive your certificate for each session attended.

Cancellations: Cancelling within 5 business days of the conference will incur a \$50 processing fee.

Questions: Contact Belinda Pearson at 417-425-2637 or pearsonplanning.maca@gmail.com

Please complete ALL of the information below for each attendee and mail it along with your check OR email to pearsonplanning.maca@gmail.com:

First Name: _____ Badge Name if Different: _____

Last Name: _____

Email: _____

Member #: _____ Region #: _____ Phone: _____

First Time? **Yes No**

Paying Via: **CHECK CARD SCHOLARSHIP**

Court Name: _____

Address/City: _____

Do you have any special Dietary Restrictions? **Yes No** If yes, please explain: _____

Are you expecting to receive a certification at the conference? If yes, what level? _____

Are you interested in helping with any of the following? (Please circle) **DOOR FLOOR INTRODUCTIONS**

Type of Clerk: **PA COURT** Attending: **FULL CONFERENCE ONE DAY** (Circle One): **Wednesday Thursday**

Make checks payable to MACA, and mail to Belinda Pearson 4878 E. Utica Street, Springfield, MO 65809.