

JUSTICE COURT CLERK 2009 FALL CONFERENCE
October 22 – 23, 2009 Holiday Inn Resort & Conference Center

DRAFT

WEDNESDAY
October 21, 2009

4:45pm – 6:15pm

CORIS: BEYOND THE BASICS

35

*Mary Barrientez, Business Application Technician,
Administrative Office of the Courts*

THURSDAY
October 22, 2009

8:00am – 9:00am

Registration

Lobby 160

9:00am – 9:15am

WELCOME REMARKS

160

9:15am – 9:30am

CONFERENCE GREETINGS

Polly Schnaper, Administrative Office of the Courts

9:30am- 10:30am

**Ballroom
160**

SWAT! Utah County Metro SWAT Team Tells All
Changing times require adaptability, sometimes at the spur of the moment. Learn a unique perspective from members of the Utah County SWAT Team on change, adaptation, and how to keep a clear head when under pressure. This highly skilled group helps out SWAT Teams from other cities as needed, and includes law enforcement from almost every agency in the county.

Deputy Shawn Radmall, Utah County Sheriff; Agent Cole Christensen, Utah State Department of Corrections

10:30am – 10:45am

Beverage Break

Lobby

General Session
10:45am – 11:00am

Ballroom
160

CORIS OVERVIEW

- UserGroup Information,
Christina Arbogast, Sunset Justice Court
- Website Overview
Beth Munson, Providence Justice Court
- Benefits and Challenges
Candice Smart, West Valley City Justice Court

Facilitator: Sandee Hosfelt, Salt Lake City Justice Court

GROUP SPLITS

CORIS has either arrived or is coming soon to your court site. Thursday morning is devoted to updating current CORIS users and to preparing future CORIS users for a smooth transition. Please attend the appropriate session for your court site.

11:00am – 12:30pm

Ballroom
80

Current CORIS Users

- New features
- FAQ
- Issues from users, new and old (questions will be submitted with return of conference registration form so that CORIS personnel have time to research response; questions can also be submitted at the registration table day of conference)
- Audit Dept.
- Ten Top Tips on Data Quality
- Best Practices

Panel: Beth Munson, Providence Justice Court

Facilitators: Janeyl Breinholt, Carbon County Justice Court, Tammy Hulsey, Smithfield City Justice Court

Ballroom

80

Future CORIS Users

- CORIS Benefits and Challenges
- User Group Overview
- FAQ
- Steps to prepare for conversion
- Data prep
- Audit Dept.
- Real-Life Conversion Stories

Panel :

*Kary Webb, West Jordan Justice Court,
Christina Arbogast, Sunset Justice Court,
Candice Smart , West Valley City Justice Court,*

Facilitators: Jodi Fielding, North Salt Lake City Justice Court, Rose Martinez, Roy Justice Court

12:30pm – 1:30pm

Ballroom

160

LUNCH

1:30pm – 4:30pm

Room

35

Individual CORIS Tutoring Sessions

*Mary Barrientez, Business Application Technician,
Administrative Office of the Courts*

(Sign up at registration desk for half hour segments.)

Please choose between Small Claims Case Processing and the Round Robin Series during this break-out session.

1:30pm – 2:45pm

Ballroom

60

Small Claims Case Processing

Refresh or learn anew the steps in processing small claims cases from the unofficial gurus in this area.

*Janeyl Breinholt, Carbon County Justice Court
Jodi Fielding, North Salt Lake City Justice Court*

Facilitator: Rose Martinez, Roy Justice Court

1:30pm – 2:45pm

Round Robin Series

Welcome to this year's Round Robin where you learn specific, technical information for a variety of case processing issues. Collect your "completion reward" at the end of each session. Another reward is available to you when you complete all four sessions.

All four sessions start and end at the same times. They are each 15 minutes in length, with a 5 minute transition time between sessions. You may attend in any order you wish to give everyone the opportunity to attend all sessions. The times are as follows:

Session 1 (attend any session you desire): 1:30 – 1:45

Session 2 (attend any session you desire): 1:50 – 2:05

Session 3 (attend any session you desire): 2:10 – 2:25

Session 4(attend any session you desire): 2:30 – 2:45

Ballroom

- Website for Clerks and The Public

Ballroom

- Protected Documents

Room

- Expungements

Room

- Bail Bonds

2:45pm – 3:00pm

Lobby

Beverage Break

3:00pm – 4:15pm

Small Claims Case Processing and Round Robin

Please choose between Small Claims Case Processing and the Round Robin Series during this break-out session.

Ballroom

60

Small Claims Case Processing

Refresh or learn anew the steps in processing small claims cases from the unofficial gurus in this area.

*Janeyl Breinholt, Carbon County Justice Court
Jodi Fielding, North Salt Lake City Justice Court*

3:00pm – 4:15pm

Round Robin Series

Welcome to this year's Round Robin where you learn specific, technical information for a variety of case processing issues. Collect your "completion reward" at the end of each session. Topics are:

All four sessions start and end at the same times. They are each 15 minutes in length, with a 5 minute transition time between sessions. You may attend in any order you wish to give everyone the opportunity to attend all sessions. The times are as follows:

Session 1 (attend any session you desire): 3:00 – 3:15

Session 2 (attend any session you desire): 3:20 – 3:35

Session 3 (attend any session you desire): 3:40 – 3:55

Session 4(attend any session you desire): 4:00 – 4:15

Ballroom

Ballroom

Room

Room

- Website for Clerks and Public
- Protected Documents
- Expungements
- Bail Bonds

4:15pm

ADJOURN FOR DAY

Thursday Education Hours

6.25

FRIDAY
October 23, 2009

9:00am – 9:45am **CORIS Preview**
10:00am – 10:45am **CORIS Preview**
11:00am – 11:45am **CORIS Preview**

Room *Mary Barrientez, Business Application Technician,
Administrative Office of the Courts*

9:00am – 10:00am **Law and Literature**
Ballrooms *A learning opportunity that explores education outside
the traditional classroom setting. View an episode of
“The Office” and participate in a discussion, facilitated
by Utah Mediators, regarding similarities to your own
work site and colleagues.*
*(Please divide into groups
of approximately 40
people and attend in one
of these rooms.)*

10:00am – 10:20am **Beverage Break**
Lobby 160

10:20am – 11:20am **The Dog Poop Initiative**
Ballroom *Based on a true story about, you guessed it (!), dog
160* *poop. Mike Cottam shares lessons about community
and those who choose to make a difference. With a
title like this, you know it has to be humorous and
lively.*
*Mike Cottam, Public Speaker and Trainer
Facilitator:*

11:20am – 11:40am **Red Flags: What Every Court Employee Should
Know About Internal Crime**
Ballroom *Participants will learn warning signs that may indicate
160* *employee fraud is being committed, common
emotional responses to fraud, elements of fraud, and
steps to take to prevent fraud.*
*Heather Mackenzie-Campbell, Internal Audit Director,
Administrative Office of the Courts; Diane L. Williams,
Internal Auditor, Administrative Office of the Courts*
Facilitator:

11:40am – 12:45pm

Legislative Update

Ballroom
160

*Rick Schwermer, Administrative Office of the Courts
Brent Johnson, Counsel, Administrative Office of the
Courts*

Facilitator:

12:45pm – 1:00pm

Evaluation Break

Ballroom
160

*Fill out the Conference Overall Evaluation, hand in to a
committee member, and exchange for a reward.*

1:00pm

Conference Adjourns

Friday Education Hours: 4

Total Conference Education Hours: 10.25