# County of El Paso Travel and Training <u>ADVANCE</u> Request Form



NAME	CHATMIAN		DEPART	MENT	JP	<b>5</b>	
DATE MAGIETRATIO	w workshop		DESTIN	ATION	LUB	BOCK TEXAS	
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SIGNING OF THIS FORM CONSTITUTES ACKNOWLEDGEMENT AND AGREEMENT WITH THE COUNTY TRAVEL POL REQUIREMENTS, INCLUDING EMPLOYMENT COMMITMENT AND AUTHORIZATION TO DEDUCT AMOUNTS OWED TO COUNTY FROM WAGES.

EMPLOYEE
SIGNATURE
DEPARTMENT HEAD
SIGNATURE

http://www.epcounty.com/auditor/forms/Travel and Training Policy 102416.pdf

DATE
DATE

LOSSIGNATURE

DATE

LOSSIGNATURE

# County of El Paso Travel and Training <u>ADVANCE</u> Request Form



NAME	JOHN CHATMAN	DEPARTMENT	JP5
EVENT	MAGISTRATION WORKSHOP   JUSTICE OF THE PEACE	DESTINATION	LUBBOCK TEXAS
DATES	то	FUNDING SOUR (Agenda Item Format)	

	SEPARATE CK PURCHASING	CREDIT CARD	ADVANCE	TOTAL AMOUNT
REGISTRATION - If separate check, please include completed Registration Form			\$ 150.00	0.00
TRANSPORTATION		\$33.39	\$319 (CRedit)	0.00
GROUND TRANSPORTATION		- PENDING -		0.00
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MEAL PER DIEM (DEPARTURE) 75% of full per diem			41.25	0.00
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LODGING			\$165.00	0.00
PARKING				0.00
OTHER				0.00
TOTALS	-	\$ -	\$ 1055-89	\$0.00

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http://www.epcounty.com/auditor/forms/Travel and Training Policy 102416.pdf

EMPLOYEE	DATE
SIGNATURE	
DEPARTMENT HEAD	DATE
SIGNATURE	

## El Paso County Travel Justification Form

Employee: Dept Head Dept : Travel Fundament	County Funded Travel Disclosure Report  John Chatman Signature: Date: 4/5/50  Date: 4/5/50  Date: 4/5/50  Date: 4/5/50  Date: 4/5/50  Other  County Grant Other
Will any fu	ands be reimbursed by another entity?
Travel Acc	count No Balance Remaining for FY:
Will posti	ng travel details prior to travel jeopardize the safety of the traveler. YesNO
Purpose:	(check one)  Statutorily Required Training to Hold Elective Office  Statute Reference:  My effective office requires number of training hours annually.  I have already fulfilled of these hours for this time period.  Estimated hours to be obtained from this course:  Please provide documentation for hours needed
	Professional or Technical Training to Maintain License/Certification (peace officers, attorneys, CPAs, technical certifications, etc.) My effective office requires number of training hours annually. I have already fulfilled of these hours for this time period. Estimated hours to be obtained from this course:
	Additional Professional or Technical Training NOT Required to Maintain License/Certification
	Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy Entity Name: Purpose of Visit:
	Travel for Program Revenue Enhancement/Sales Opportunity  Explain:
	Program Development Training Explain:
	Travel to Professional, County, or Elected Officials' Organization  Meeting/Convention (County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)  Organization Name:
	Human Resources/Management/Personal Development Training ("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)
	Other: Amended by the El Paso County Commissioners Court on June 17, 2013



## **Texas Justice Court Training Center**

### **Texas State University**

1701 Directors Blvd, Ste 530 Austin, Texas 78744 Phone: (512) 347-9927 Faxc: (512) 347-9921

www.tjctc.org adw167@txstate.edu

Invoice Number: 62839

Date: 6/13/2022	Bill To: Johnie Chatman	Address: 9521 Socorro Rd, Ste B2 El Paso, TX 79927		
Event Date: 7/12/2022	Event Location: Lubbock	Event: FY_22 Magistration Workshop		
Quantity	Registration Fee	Overhead Assessment	Total	
1	\$30.00	\$45.00	\$75.00	
Quantity	Lodging Fee		Total	
1	\$55.00		\$55.00	
			Invoice Tota	
			\$130.0	
	Make all checks payal	ole to: Texas State University		
We now accept	Credit Card Payments. Use this	button to pay with a credit card.	Pay With a Credit Card	
Note: Due to changes in ( an event start date.	our payment process we now req	uire payment for lodging and regi	stration fees before 2 weeks from	

For Office Use Only			
P.O. #	CHECK #	PAYMENT RECEIVED DATE	



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### **Texas State University**

1701 Directors Blvd, Ste 530 Austin, Texas 78744 Phone: (512) 347-9927 Faxc: (512) 347-9921 www.tjctc.org adw167@txstate.edu

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Quantity	Registration Fee	Overhead Assessment	Total	
1	\$30.00	\$45.00	\$75.00	
Quantity	Lodging Fee		Total	
2	\$55.00		\$110.00	
			Invo	ice Tota
				\$185.0
	Make all checks paya	ble to: Texas State University		
We now accep	t Credit Card Payments. Use this	s button to pay with a credit card.	Pay With a Credit Card	
Note: Due to changes in an event start date.	our payment process we now req	quire payment for lodging and regi	stration fees before 2 we	eks from

For Office Use Only			
P.O. #	CHECK #	PAYMENT RECEIVED DATE	

### Southwest's

FLIGHT | HOTEL | CAR | VACATIONS SPECIAL OFFERS RAPID REWARDS® Q

## Thanks for flying with us!

Confirmation

#### Your flight is booked!

We're sending you a confirmation email to the address below. If the email hasn't arrived in 2 minutes, check your junk or spam folder.

#### Trip summary

Print

**ズ** Flight

CONFIRMATION # 25W6CD

ELP >- LBB

FLIGHT TOTAL \$352.96

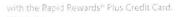




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Lubbock

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- 2X points on rideshare
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### 7/10 - Lubbock

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### El Paso, TX to Lubbock, TX

#### Confirmation # 25W6CD

PASSENGERS

EST. POINTS

EXTRAS

FARE

Johnie Chatman

Special Assistance >

Rapid Rewards® number > Add Known Traveler # / Redress # > + 1,708 PTS

Wanna Get Away

Transfarency®: Defined Low fares. Nothing to hide.



Change fees don't fly with us Flexibility for your travel plans.

Add EarlyBird Check-In

Departing

7/10/22 Sunday

Wanna Get Away

(Passenger x1)

5:35 AM **ELP** DEPARTS El Paso, TX - ELP 8:20 AM ARRIVES 11:05 AM DEPARTS

DAL Dallas (Love Field), TX - DAL

stop 1: Dallas (Love Field), TX - DAL

DAL Dallas (Love Field), TX - DAL FLIGHT 1811 奈+ ☑ SCHEDULED AIRCRAFT Boeing 737-700 Subject to change

XX

1088 🖘 + 🖸

TRAVEL TIME 1hr 45min

SCHEDULED AIRCRAFT Boeing 737-800 Subject to change

TRAVEL TIME 1hr 10min

SUBTOTAL \$109.19

\$175.24

Returning 7/13/22 Wednesday

DEPARTS

ARRIVES

ARRIVES

12:15 PM

5:15 PM

6:30 PM

11:20 PM

**LBB** Lubbock, TX - LBB

**LBB** 

Lubbock, TX - LBB

DAL Dallas (Love Field), TX - DAL

stop 1: Dallas (Love Field), TX - DAL

10:40 PM DEPARTS

DAL Dallas (Love Field), TX - DAL

**ELP** El Paso, TX - ELP FLIGHT 1241 奈+ ☑

SCHEDULED AIRCRAFT Boeing 737 MAX8 Subject to change

TRAVEL TIME 1hr 15min

FLIGHT 565 🖘 + 🖸

SCHEDULED AIRCRAFT Boeing 737-700 Subject to change

TRAVEL TIME 1hr 40min

SUBTOTAL \$175.24

Taxes & fees

\$68.53

Flight total

\$352.96

Icon legend

ARRIVES

WiFi available

Live TV available

#### Helpful Information:

- Please read the fare rules associated with this purchase.
- When booking with Rapid Rewards<sup>®</sup> points, your points balance may not immediately update in your account.



## Payment summary

PAYMENT INFORMATION

AMOUNT PAID



Johnie Chatman Travel Fund (K6XQQ7) Expiration: 09/07/22

\$319.57



MasterCard 1193 XXXXXXXXXXX1193 Expiration: 5/25 CARD HOLDER
Johnie Chatman

BILLING ADDRESS P.O Box 26927 El Paso, TX US 79926

\$33.39

#### Total charged

## You're all set for your upcoming trip.

Get ready to enjoy two bags for the price of none\*, no fees to change your flight\*\*, and some Southwest<sup>®</sup> love.

\*First and second checked bags. Weight and size limits apply. \*\*Fare difference may apply.

376

TOTAL DOLLARS

\$284.43 \$68.53

\$352.96

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Buy points ☑



## Core Curriculum Day 1

#### 3:00 - 5:00: Registration

- There are no classes on this day. This is a travel day and there is time for attendees to register in the afternoon.
- There are no meals provided on this day.

## **Core Curriculum Day 2**

7:00 - 8:00: Late Registration and a continental breakfast will be provided

8:15 - 8:30: Introduction & Orientation

#### 8:30 - 9:15: General Session

 Self-Care and the Stress of the Bench – Hon. Bill Gravell
 Fulfilling all of the responsibilities of a justice of the peace has always been stressful,
 and the last year and a half has only added to that stress level. This course will cover tips
 and techniques on dealing with this stress in a productive and helpful manner.

#### 8:30 - 11:30: Breakout Sessions

- Clearing Your Docket While Helping Your Community Texas Fair Defense Project
  Many courts are experiencing case backlog due to the COVID-19 pandemic or other
  factors. In this class, judges will discuss best practices for clearing their docket while
  ensuring justice and fairness for all members of the community.
- ODL and Understanding DPS Driver History Reports Hon. James Kerbow & Rebecca
  Glisan, TJCTC Staff Attorney
  Judges often find DPS driver history reports confusing and indecipherable. Judges will
  learn how to navigate these reports as well as the rest of the ODL process.
- Jeopardy!: Juvenile Criminal Edition Amber Myers, TJCTC Staff Attorney
   This course will review common issues that arise in juvenile criminal cases in a
   "Jeopardy!" game format.

#### 11:30 - 12:30: Breakout Sessions

Professionalism on the Bench – Hon. Brad Cummings
 With great power comes great responsibility. This class will explore dealing with difficult people while maintaining appropriate judicial demeanor.

- Beyond Covid: The Future of Virtual Hearings Hon. Kyle Hartmann
   Virtual hearings are here to stay! How can judges utilize them to maximize efficiency and convenience for the court and the public? Find out in this class!
- Now-Show, Now What? When the Defendant Doesn't Appear John Lackey, TJCTC Staff
  Attorney
  Courts have many options when a defendant doesn't appear in a criminal case. This
  course will describe those options, including FTA or VPTA charges, along with the
  benefits and drawbacks of each option.

#### 12:30 - 1:30: Lunch will be provided

#### 1:30 - 3:30: Breakout Sessions

- Death Investigations: Cause & Manner of Death
   Need to brush up on death investigation skills? Learn best practices for investigating deaths and completing death certificates in this course.
- Step-by-Step Debt Claim Cases: Filing Through Judgment Hon. Amy Tarno
   Courts are seeing an increase in debt claim filings. This class will walk you through the
   process for a debt claim case, including default judgments, service issues, and other
   common problems.
- Truant Conduct: Making a Difference Hon. Thelma Rodriguez
   Truancy cases have been on the minds of many, especially with the rise of virtual school.
   This class will focus on how to process truancy cases, with a focus on helping children in need.

#### 3:30 - 4:30: Breakout Sessions

- Beyond Death Certificates: Inquest Reporting Texas Department of State Health
   Services
   Although filling out the death certificate is the primary function of an inquest, there are
   many other reporting responsibilities that fall on the justice of the peace. Learn when
   these reports are required and how to file them in this course.
- Role of the Prosecutor in Justice Court Criminal Cases Colleen Davis
   There must be a good working relationship between judges and the prosecutors who work in their courts, but it is also important to avoid any appearance of impropriety.
   This course will examine how to manage this relationship and solve any communication problems that could lead to a less effective criminal court process.
- Jail Credit and Alternatives to Payment of Fines and Costs John Lackey, TJCTC Staff Attorney

Significant changes have occurred in how jail credit must be applied to criminal judgments. This class will tell you what you need to know about those changes and will review other options that are required for courts to consider.

## **Core Curriculum Day 3**

#### 7:30 - 8:30: Continental breakfast will be provided

#### 8:30 - 10:30: Breakout Sessions

- Eviction Scenarios Bronson Tucker
   This class will explore eviction cases using real-life scenarios that judges frequently encounter.
- Receivership & Exempt Property Hearings Randy Sarosdy
   Debt collectors and others frequently request the appointment of a receiver to collect a judgment. This class will cover how to handle those requests, as well as the new rules dealing with the judge's responsibilities concerning exempt property.
- Parks & Wildlife Scenarios Hon. Tracy Byrd
   Do you have an alligator in your backyard? This course won't cover that, but will cover other scenarios that arise in other Parks & Wildlife cases.

#### 10:30 - 11:30: General Session

 Mental Health Processes & Resources – Judicial Commission on Mental Health and Lee Johnson

What resources are available when dealing with mental health issues, such as mental health warrants or Art. 16.22 determinations? This class will describe resources available and how to utilize them to improve these critical processes.



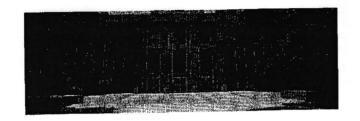
## Lubbock Magistration Workshop Agenda

## July 12, 2022

10:30 - 11:30	Registration if you did not attend the Core Curriculum
11:30 - 12:30	Lunch at the Overton Hotel
12:30 – 4:30	Magistration workshop

### July 13, 2022

7:30 – 8:30	Breakfast
8:30 - 12:15	Magistration workshop
12:15 – 1:15	Lunch at the Overton Hotel
1:15 - 3:00	Magistration workshop



from the Texas Court of Criminal Appeals and the Texas Department of Transportation.

Expand

## Core Curriculum

### 10-Hour Core Curriculum

TJCTC's premiere program will consist of 10 hours of education live education, covering a variety of civil and criminal topics.

#### Expand

March Virtual Core Curriculum

April Virtual Core Curriculum

#### Lubbock Core Curriculum

Join us in Lubbock at the <u>Overton Hotel</u> for the 10-hour JP Core Curriculum program which will offer general sessions and breakouts on the most pressing topics affecting justice courts.

#### **Details**

- Total cost for seminar = \$75 (Includes a \$25 registration fee + \$50 overhead assessment)
- Total cost for hotel lodging = \$110 (\$55/night for two nights at the Overton Hotel)
- Registration opens in late March.
- Please note: The core curriculum program offers the same classes both virtually and in-person. Therefore, judges can only sign up for 1 core curriculum course.

**Please note:** This is a 10-hour program (1.5 days of education). In order to get your entire 20 hours, you will also need to sign up for the JP Lubbock Evictions workshop that starts after this program ends.

#### **John Chatman**

From:

lv13@txstate.edu

Sent: To: Monday, June 13, 2022 10:46 AM lv13@txstate.edu; John Chatman

Subject:

Waiting List Status for Chatman Johnie 41998

You don't often get email from Iv13@txstate.edu. Learn why this is important

You have been added to the FY\_22 Justice of the Peace Core Curriculum in Lubbock on 7/10/2022. This is NOT a confirmation letter.

You must now confirm receipt of this email and your attendance to the seminar mentioned above by emailing the <u>Registrar</u> and making payment arrangements.

. You can download your invoice from our website, https://www.tjctc.org, by logging in to your student profile page.

#### John Chatman

From:

lv13@txstate.edu

Sent: To:

Monday, June 13, 2022 10:50 AM lv13@txstate.edu; John Chatman

Subject:

Waiting List Status for Chatman Johnie 41998

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## **Upcoming Education Events**

TJCTC will be holding in-person programs around the state in 2022. View each program's dates and locations below.



**COVID POLICIES** 

Click here to read about TJCTC's Covid policies.



ARE YOU A NEW JUDGE?

Click here for the new judge programs.



**BROCHURE** 

View a copy of TJCTC's 2022 brochure.

## **Programs by Date**

TJCTC will be holding in-person programs in 2021 through 2022. Registration opens November 4th.

Rural Leadership Workshop in College Station - May 31 - June 2, 2022

Lubbock Core Curriculum - July 10 - 12, 2022

July 10 - 12, 2022 at the Overton Hotel in Lubbock, TX.

#### Agenda

The <u>10-Hour Core Curriculum program</u> will include a range of topics including general sessions and breakout rooms.

\*Please note: If you want to attend both the Lubbock core curriculum and the magistration workshop, you must register for each separately. You do not have to attend both.

#### Cost

Registration cost: \$75. This cost includes a \$30 registration fee and a \$45 overhead assessment.

Hotel cost: \$110 (\$55 per night for 2 nights)

Lubbock Magistration Workshop - July 12 - 13, 2022

July 12 - 13, 2022 at the Overton Hotel in Lubbock, TX.

#### Agenda

The <u>Lubbock Magistration Workshop</u> will include general sessions that delve deeply into magistration topics. This workshop counts for 10 judicial education hours.

\*Please note: If you want to attend both the Lubbock core curriculum and the magistration workshop, you must register for each separately. You do not have to attend both.

#### Cost

Registration cost: \$75. This cost includes a \$30 registration fee and a \$45 overhead assessment.

Hotel cost: \$55 per night for 1 night.

Texas Counties and Mental Health: Changes and Challenges

Impaired Driver Symposium in Bee Caves - August 15 - 16, 2022

San Antonio Magistration Workshop - October 10 - 12, 2022

East Texas Magistration Workshop - October 16 - 18, 2022

Judicial Education Credit Information

- ▶ All 1st Year Judges
- ▶ 2nd Year and Subsequent Year Judges
- Attorney Judges
- When are my hours due?
- ▶ How can I find out how many hours I have?

Program Policies

- ▶ Registration and Overhead Assessment Fees
- Hotel Lodging Fee



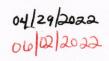
Our programs are funded through generous grants

## Your Position on the Waiting List: 15 | 9

Modify Your Registration			
Seminar:	Magistration Workshop		
Student:	Johnie Chatman		
Room Preference:	No Room Available		
Room Mate:	Select a Roommate ♥		
Special Needs:		//	
Day: 1 Courses			
12:30 PM - 4:30 PM	Magistration Workshop	*	
Day: 2 Courses			
8:30 AM - 3:30 PM	Magistration Workshop Cont	~	

Submit

Close



## Your Position on the Waiting List: $7 \mid \bigcup$

Modify Your Registration				
Seminar:	Just	Justice of the Peace Core Curriculum		
Student:	Johi	Johnie Chatman		
Room Preference:	No	No Room Available		
Room Mate:	Sele	Select a Roommate 🗡		
Special Needs:				
Day: 2 Courses				
8:15 AM - 8:30 AM		Introduction & Orientation	~	
8:30 AM - 9:30 AM		Self-Care and the Stress of the Bench	~	
9:30 AM - 11:30 AM		Clearing Your Docket While Helping Your Community	~	
11:30 AM - 12:30 PM		No-Show, Now What? When the Defendant Doesn't Appear	~	
1:30 PM - 3:30 PM		Truant Conduct: Making a Difference	~	
3:30 PM - 4:30 PM		Role of the Prosecutor in Justice Court Criminal Cases	<b>~</b> ]	
Day: 3 Courses				
8:30 AM - 10:30 AM		Receivership & Exempt Property Hearings	~	
10:30 AM - 11:30 AM		Mental Health Processes & Resources	~	

Submit

Close

## Core Curriculum

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Austin Core Curriculum

**DFW Core Curriculum** 



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   Debt collectors and others frequently request the appointment of a receiver to collect a judgment. This class will cover how to handle those requests, as well as the new rules dealing with the judge's responsibilities concerning exempt property.
- Parks & Wildlife Scenarios Hon. Tracy Byrd
   Do you have an alligator in your backyard? This course won't cover that, but will cover other scenarios that arise in other Parks & Wildlife cases.

#### 10:30 - 11:30: General Session

 Mental Health Processes & Resources – Judicial Commission on Mental Health and Lee Johnson

What resources are available when dealing with mental health issues, such as mental health warrants or Art. 16.22 determinations? This class will describe resources available and how to utilize them to improve these critical processes.

## Register For An Event

Seminar:	FY_22	Justice of the Peace Core Curriculum		
Student:	Johnie Chatman			
Room Preference:	No Room Available			
Room Mate:	Select a Roommate ✓			
Special Needs:	Special Needs			
Day: 2 Courses				
8:15 AM - 8:30 AM		Introduction & Orientation	~	
8:30 AM - 9:30 AM		Self-Care and the Stress of the Bench	¥	
9:30 AM - 11:30 AM		Clearing Your Docket While Helping Your Community	¥	
11:30 AM - 12:30 PM		No-Show, Now What? When the Defendant Doesn't Appear	<b>~</b>	
1:30 PM - 3:30 PM		Truant Conduct: Making a Difference	~	
3:30 PM - 4:30 PM		Role of the Prosecutor in Justice Court Criminal Cases	~	
Day: 3 Courses				
8:30 AM - 10:30 AM		Receivership & Exempt Property Hearings	<b>~</b> ]	
10:30 AM - 11:30 AM		Mental Health Processes & Resources	<b>~</b>	
Attend Workshop				
Yes I want to Register for the 10 Hour workshop   ✓				
Submit		Back		

## Register For An Event

### Waiting List for FY\_22 Justice of the Peace Core Curriculum

#### THIS IS NOT A CONFIRMATION TO ATTEND THE SEMINAR.

You have been placed on the waiting list for the FY\_22 Justice of the Peace Core Curriculum. You are m You will be notified if a training slot becomes available. Every effort will be made to accommodate your keep in mind that alternate class selections may be necessary if you chose to attend this seminar.

Close Window



## Lubbock Magistration Workshop Agenda

### July 12, 2022

10:30 – 11:30	Registration if you did not attend the Core Curriculum
11:30 – 12:30	Lunch at the Overton Hotel
12:30 – 4:30	Magistration workshop

## July 13, 2022

7:30 – 8:30	Breakfast
8:30 – 12:15	Magistration workshop
12:15 – 1:15	Lunch at the Overton Hotel
1:15 – 3:00	Magistration workshop

## Register For An Event

Seminar:	FY_22 Magistration Workshop			
Student:	Johnie Chatman			
Room Preference:	No Room Available			
Room Mate:	Select a Roommate ✓			
Special Needs:	Special Needs			
Day: 1 Courses				
12:30 PM - 4:30 PM	Magistration Workshop			
Day: 2 Courses				
8:30 AM - 3:30 PM	Magistration Workshop Cont			
Attend Workshop				
Submit Back				