

MACA REPORTER

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Regional NACM Conference

The following article was published in the NACM Newsletter "Forum Conveniens" concerning the St. Louis Regional NACM Conference.

SECOND REGIONAL CONFERENCE HELD!

On March 13-16 St. Louis was the site for NACM's second regional conference. Following on the smash success of the Baltimore regional conference last November, over 200 participants enjoyed the conference's focus on "Quality Management in the Courts in the 1990's," the informative and excellent vendor show, and the hospitality of our hosts from Missouri and the surrounding states. The goal of reaching a broader audience of NACM members and court managers that traditionally have not been able to attend our annual conferences has been achieved, making these conferences the accessible vehicle for quality education we had planned. Work is already underway to seek further funding from the State Justice Institute (thank you, SJI!) to continue holding regional conferences, with tentative plans to hold the next one in early 1995 in the Pacific Northwest.

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Court Clerks Certification Program

The Missouri Association for Court Administration has just completed another successful Court Conference during the week of May 22, 1994. This conference was held in conjunction with the Missouri Municipal and Associate Judges Association at Lake of the Ozark. This year marked the third year that the Court Administrators held their conference with the Missouri Institute for Executive Development, University of Missouri-Columbia sponsoring their Certification Program. The Certification Program for Court Administrators is well on its way and is geared toward attendance at the Annual Court Conference.

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The University along with the Association has established criteria that calls for 100 hours (points) of credited training to reach the level of "Certified Court Administrator." The Annual Court Conference has its education/training based on a minimum of 25 credit hours (points) of training for each conference. We have scheduled anywhere between 28 and 33 credit hours to choose from the last three years and plan to continue the same for the coming years.

Other types of training are also eligible to be credited toward certification. A new application for certification is forthcoming to all Court Administrators from the University for use after the Clerk has reached her/his 100 credit points of training/education. All documentation for this training must be sent in with the application, along with a \$65 filing fee. A Certification Committee has been set up and this committee includes two members of the University and two members of the Association. Applications will be reviewed twice a year, in April and in October and a recommendation from the committee will then be forwarded to the University. Final approval for certification will come from Dr. Earl Cecil, who is the Director of the Institute of Executive Development at the University of Missouri. At the time of approval, the University will then bestow the title of "Certified Court Administrator" on the applicant.

This new application will simplify the process and it spells out exactly what qualifies and what does not qualify for credit. The

basics for certification remain the same, we just streamlined the application a bit. Since we have just completed our third year with the University, by the end of the Conference in 1995, there will be many Court Administrators that will have reached this basic level of Certification. An advanced level of certification is now in the process and should be established by the Spring of 1995. Criteria for maintaining your Certification will also be presented at that time. The Board of Directors for the Missouri Association of Court Administrators feel very strongly that all Court Administrators/Clerks begin their certification process. The benefits are great, not to mention the advantage the City will have in knowing that their Court is being directed in a professional manner with a well trained Court Administrator, who is kept up to date on all new legislation and training involving Courts in the State of Missouri.

We stress the importance of attending the Annual Court Conference and the various other types of trainings that are sponsored throughout the year. Because of the ever-changing legislation that involves Municipalities and their Courts, it is very important that the Court Administrator is as up to date as possible and the only way to accomplish this is to attend training sessions. The State of Missouri will be approving Standardized Forms for Municipal Courts in the near future. This was something that our Association has strived for and we feel that the uniformity that these forms will produce will be a great benefit for the public as well

as for the Municipal Court. For anyone who is interested in becoming a member of the Missouri Association for Court Administration and the Certification Program for Court Administrators, please write or call to the following address:

Nancy M. Morr
Chesterfield Municipal Court
922 Roosevelt Parkway, Suite 100
Chesterfield, MO 63017
(314) 537-4718

Important Addresses and Phone Numbers

State Court Administrator
P. O. Box 104480
Jefferson City, MO 65110
Phone: 314-526-5809

Missouri Bar Referral
Service
314-635-4128

DRESS CODE POLICY FOR CONFERENCE

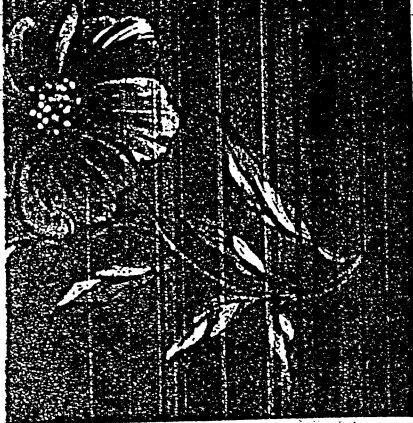
It seems that there is a lot of confusion over what the "dress code" is for the Annual Court Conference. A few years back, when we first joined forces with the University of Missouri, it was suggested that we dress "professionally" for the Conference. The term "professional" may mean a lot of different things to different people.

The Board of Directors discussed this problem and decided that we mainly should have a "dress code"

1995 PROPOSED BUDGET

The budget listed below will be finalized at the October 1994 Board Meeting and will be effective January 1995.

EXECUTIVE BOARD		Total \$ 4,550
Lodging	\$ 1,500	
Travel	1,500	
Meals	750	
Photo Allotment	250	
Supplies	500	
Dues/Subscriptions	50	
ANNUAL MEETING		Total \$ 2,000
Promotional Items	1,800	
Supplies	200	
GRANTS/FINANCIAL ASSISTANCE		Total \$ 2,000
President/NACM	800	
Membership/NACM	500	
New Clerks/MACA	250	
Membership/MACA	250	
Regional/Development	200	
NEW CLERKS TRAINING		Total \$ 1,500
Lodging	150	
Travel	150	
Meals	500	
Supplies	700	
NEWSLETTER		Total \$ 1,300
Typesetting	800	
Promotion/Cal	300	
Supplies	800	
PUBLICITY/RELATIONS		Total \$ 200
REGION TRAINING		Total \$ 600
Lodging	100	
Travel	100	
Meals	100	
Supplies	300	
COMMITTEES		Total \$ 2,500
Lodging	150	
Travel	150	
Meals	200	
Supplies	2,000	
CONTINGENCY		Total \$ 350
GRAND TOTAL		\$ 15,000



Dear NACA Board members and the members
as a whole,

I just want to take this opportunity
to say thank you for all the support and
concern shown to me during the Conference.
I do so appreciate it.

As I'm sure you've all heard, I did lose
the baby while I was at the Lake. It was
very hard on me being alone and so far
away from home when it happened, but I
wanted you all to know that I really appreciate
all the support you showed to me.

I am doing fine now, physically and the
emotional side is coming along too.

Thanks to all the members for the card
with all the well wishes, and a special
thanks to the Board members for understanding
what I was going through.

I look forward to seeing you all next
year at the Conference.

Thanks again and
God Bless Each of you.

Andrea Hillebrand
Financial Court Administrator
Municipal Court of St. Louis

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