



# FEDERAL COURT CLERKS ASSOCIATION

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1995 Cameron Burke

1994 J. Barry Dunford

1993 George A. Ray

1992 Carol C. FitzGerald

1991 Ralph DeLoach

1990 Robert F. Connor

May 12, 2023

Dear Members:

We are writing to you regarding the 93<sup>rd</sup> Annual Federal Court Clerks Association (FCCA) Training and Education Conference scheduled for August 7 – 10, 2023, in Fort Worth, Texas.

The FCCA Board of Directors and the Education Committee have created an agenda full of interesting and enriching educational sessions. Registration is scheduled to open to court unit executives, lifetime members, and members who renewed their 2023 memberships by December 31, 2022, on May 24, at 2 p.m. EST. General registration will open on May 31, at 2 p.m. EST. The agenda will be posted prior to those dates. We would like to provide you with a preview of some of the conference highlights.

On Monday, August 7, staff from the Administrative Office will offer Contracting Officer Level 3 (COC3) training to 50 attendees. The training will continue Tuesday and Wednesday afternoon. This training must be selected at registration.

On Wednesday, August 9, Judge Amy J. St. Eve from the Seventh Circuit Court of Appeals and Chair of the Committee on the Budget will provide an update on the judiciary's budget and discuss the Strategic Budget Initiative.

In addition, we have scheduled the following keynote presentations:

- Manley Feinberg II will provide a keynote on "Reaching Your Next Summit: 7 Vertical Lessons to Lead in the Unknown, Regardless of Your Title" (Tuesday)
- Dr. Opal Lee and Magistrate Judge Rebecca Rutherford from the Northern District of Texas will discuss the history behind Juneteenth (Wednesday)
- Jessica Rector will provide a keynote on "Say Yes TO LESS STRESS. How to Prevent, Break Through, and Extinguish Burnout" (Thursday)

We are also offering breakout sessions that will cover a variety of topics, including:

- Chaos and Momentum - 4 Strategies for Less Stress and More Fulfillment Every Day
- How to create a user-friendly intake manual for clerk's offices
- Criminal Case Trends Panel
- History of the FCCA
- Identity & Trust: Intro to Zero Trust Architecture



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- Survival Signals: How to protect yourself
- Lead to Win: The Importance of Diversity, Equity, and Inclusion in Leadership
- Minding the Gaps: Dealing with different generations at work
- Courtroom Technology: Build In-House
- The Leadership Balancing Act
- Lessons from the Field: Updates & Discussions on Workplace Issues
- Securing your Online Presence
- Cloud Technology Consulting
- Compassionate Leadership
- Extending Exceptional Customer Service from the Courthouse to the Community
- Courtroom Deputy Training Program
- TSP for Early to Mid-Career Employees
- Excel Basics
- Taking your Career to the Next Level
- Investing for your Federal Retirement
- Remote Services: How to be more accessible and flexible through video technology
- Case Management Modernization Update
- Lessons in Leadership from the White House to Your House
- Audit and Financial Management Resources
- Working with Others
- Prisoner scanning program
- Court Services Office
- TSP Pre-Separation
- It's All About Perspective
- A Healthy Mind
- Know Your System
- Time Management
- The Six Parts of Personality
- An Introduction to the Court Continuous Process Improvement Program

Peer to peer breakout sessions will also be offered, as they continue to be very popular among our membership. The educational sessions will be led by local court trainers, as well as Federal Judicial Center trainers and staff from the Administrative Office.

We hope you will consider joining us for this conference. Registration will be open to all current FCCA members, and the cost is **\$450** and **\$250** for retirees. This fee covers all educational sessions and includes the President's Reception on Monday, breakfast on Tuesday, Wednesday, and Thursday, and dinner on Thursday evening.



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Over the past several years, conference enrollment has sold out within just days of opening registration. Once registered, all attendees should book their rooms as soon as possible. **Please wait to make your hotel reservations through the official booking link until after you complete your conference registration.** The FCCA will again accept purchase orders for the registration fee. Information regarding how to complete a purchase order will be available on our website, [www.fcca.ws](http://www.fcca.ws), along with a list of frequently asked questions.

We truly appreciate your continued support, and we look forward to seeing you at the 93<sup>rd</sup> Annual FCCA Training and Education Conference.

Sincerely,

Denise M. Lucks  
President

*Paige Wymore-Wynn*

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President-Elect