



Louisiana Clerks of Court Institute

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74th Session - Louisiana Clerks of Court Institute February 24-27, 2026 Marriott Hotel, Baton Rouge, LA

- Come join us for the **74th Session of the Louisiana Clerks of Court Institute at Baton Rouge Marriott in Baton Rouge**. An agenda, general information sheet, and registration form are attached, and you can make copies to distribute to your staff accordingly. Please complete one form for each person attending.
- **Note:** Checks should be made payable to **CONFERENCE CENTRAL** and not to the LA Clerks Institute. My bank will no longer allow me to deposit LCCI checks into my account. If you need a W-9, let me know. We can also accept credit card payments.
- Certification requires 30 education points (50 hours or 3 Institutes) and 20 experience points. A college degree may be substituted for one-half of the education hours.
- **Recertification points** are available for clerks (5 points per day). Deputies are not required to be recertified. A list of deputies who have attended previous Institutes is enclosed. If you have deputies on the list who are no longer with your office, please mark through their names and fax or email a copy of the form to Billie Tripp at 225-644-0122 or cctripp@eatel.net.
- **Registration fee** for the entire program is \$300 per person for offices without LCCA Associate membership; \$275 with LCCA Associate membership; \$175 for one day; and \$100 for one session only.
- For agencies that send more than five persons for the entire Institute, there is a **\$25 discount for the sixth and additional persons**. No discounts for 1 day or 1 session.
- Luncheons on Wednesday and Thursday and Socials scheduled Tuesday and Wednesday.
- Please **make your overnight reservations** now! You can call the Marriott Hotel at (225) 924-5000 and ask for the LA Clerks of Court room block. Rate is \$135 and includes a breakfast in the meeting area each morning. Link for online reservations is included in the information sheet attached. The room block is released February 6. Check-in time is after 3 p.m. and check-out is 11 a.m. Classes begin promptly at 8:30 a.m. each day.
- Note: CLE approval is for 13 hours with the LA Bar Association for attorneys who need hours.
- Questions? Call Billie Tripp (225) 644-0619 or Fax (225) 644-0122
Email: cctripp@eatel.net



Program Agenda
74th Session Louisiana Clerks of Court Institute
February 24-27, 2026 * Baton Rouge Marriott

Tuesday, February 24

5:00-7:00 p.m.

Complimentary Social

(restaurant)

Sponsored by

★ *i3 Verticals*

★ *KINETIX*

★ *Revolution Data Systems*

Wednesday, February 25

6:45-8:30 a.m.

Breakfast in Ballroom

(Salon IV)

7:00-8:30 a.m.

Registration

8:30-8:45 a.m.

Welcome/Announcements

(Salon I, II, III)

● Jeff Skidmore, LCCA President,
Clerk of Court, Vernon Parish

8:45-9:45 a.m.

OPENING SESSION

(Salon I, II, III)

"Living a Life Fully Alive!"

● Wade Berzas, Certified EOS
Implementer / Coach / Speaker

10:00-11:00 a.m.

GENERAL SESSION

"Civil/Criminal Disposition

Updates & Grant

Opportunities"

● Russell Cortazzo, Jr.
CMIS Manager

● Brian Denzer, CMIS Data Analyst

● Jennifer Eagan
Deputy Judicial Administrator
LA Supreme Court

11:15-12:15 p.m.

GENERAL SESSION

***"Understanding CAC's and
What Parents Need to Know"***

● Shannan Gros
Child Forensic Interviewer,
Children's Advocacy Center for
Lafourche

12:15-1:15 p.m.

Luncheon (Salon IV)

1:30-2:30 p.m.

GENERAL SESSION

"Sexual Harassment"

● Renee Culotta, Partner, Frilot LLC

2:45-4:15 p.m.

CONCURRENT WORKSHOPS

***A. "Clerks: Compliance with
FLSA" (Rose Room)***

● Renee Culotta, Partner, Frilot LLC

***B. Deputies: "Boundaries,
Balance & Burnout"***

(Salon I, II, III Room)

● Meagan West, Principal/HR
Consultant, Westward Strategies

4:30-6:30 p.m.

Complimentary Social

(Salon IV)

Sponsored by

★ *Antares Technology
Solutions*

★ *Cott Systems, Inc*

★ *ION Business Concepts &
Payment Systems*

★ *Tybera*

Thursday, February 26

6:45-8:30 a.m.

Breakfast in Ballroom

(Salon IV)

8:30-10:00 a.m.

GENERAL SESSION

(Salon I, II, III)

***"Closed Party Primaries
Update"***

● Sherri Wharton Hadskey
Commissioner of Elections
LA Secretary of State

10:30-11:30

GENERAL SESSION

***"LA Code of Governmental
Ethics"***

● Greg Thibodeaux, Attorney
LA Ethics Administration

11:45-12:45 p.m.

Luncheon (Salon IV)

1:00-2:30 p.m.

GENERAL SESSION

***"Public Records: What Are
They and What Are Your
Obligations Regarding
Them?"***

● Andy Shealy, Asst. District Attorney
16th Judicial District Attorney's Office

3:00-4:30 p.m.

CONCURRENT WORKSHOPS

***A. "What Clerks of Court
Need to Know About Property
Tax Liens" (Rose Room)***

● Katie Belanger, Vice President &
State Counsel, Fidelity National
Financial Family of Companies

B. "Attention to Retention"

(Salon I, II, III)

● Frank Borne, Chief Deputy
Plaquemines Parish

Friday, February 27

6:45-8:30 a.m.

Breakfast in Ballroom

(Salon IV)

8:30-11:30 a.m.

GENERAL SESSION

(Salon I, II, III)

Gumbo Medley of Topics

"eFiling: Recap of Act 250"

● Annette Fontana, Clerk, Lafourche

***"Safeguarding Governmental
Records from Disaster"***

● Amy Moran, Records Services
Manager, LA State Archives

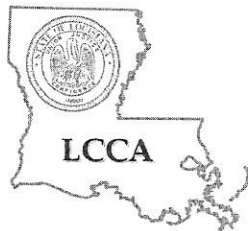
"Protective Orders"

● Kelly Carpenter, Supervisor
East Baton Rouge Parish

Evaluations

Attendance Form

Adjourn



74th Session

LA Clerks of Court Institute

February 24-27, 2026
Baton Rouge Marriott
5500 Hilton Avenue, Baton Rouge, LA 70808
(225) 924-5000

About the Institute

The Louisiana Clerks of Court Institute provides continuing education and professional development for clerks and deputy clerks of court. The Institute is designed to meet the certification requirements of the Louisiana Clerks of Court Association (LCCA).

This 2-1/2 day program offers a slate of outstanding speakers and panelists addressing a variety of technical, motivational, management and job-related topics. The Institute provides a forum for clerks and deputies to share experiences through networking and to find solutions to improved work procedures.

Certification

A total of 50 points must be earned to become a Louisiana Certified Clerk of Court (CCC) or a Certified Deputy Clerk of Court (CDCC). These points are comprised of experience and education requirements recognized by LCCA. Since 1990, 182 clerks and 893 deputies have been certified. **Applications are available on request.**

Recertification

Once certified, a clerk must earn 50 additional points within a four-year period for recertification. At least 30 of these 50 points should be earned from the LCCA Institutes. Remaining points may be earned from attendance at other programs sponsored by the International Association of Government Officials (IGO), the National Center for State Courts, the Election Center and other approved agencies. Certificates of attendance are required. Deputies are not required to be recertified.

Attendance

Attendance records will be maintained for certification purposes. Participants will receive credit for only the sessions they attend. Persons who attend all sessions and miss no more than 10% (approximately 1.5 hours) will receive credit for the entire program. Persons who miss more than 10% will receive credit for only the hours attended. **Note: This Institute is approved for 13 CLE hours for attorneys.**

Register Today!

Registration should be received prior to February 6. Checks should be made payable to **Conference Central**. **Note this is different than in the past.** The cost is:

- * \$300/person for parishes without LCCA Associate Membership
- * \$275/person for parishes with LCCA Associate Membership
- * \$25 discount for each additional person after first 5 register (discounts are for full-time registrants only)
- * \$175/person for one day rate (no sharing registrations)
- * \$100/person for one session only
- * \$25 late fee after February 6

This fee includes all course materials, break refreshments, luncheons and socials. Full refunds will be made for cancellations by February 6. A \$50 cancellation fee will be held from February 7-12. Thereafter, no refunds will be made.

Hotel Accommodations

A block of rooms has been held at the Baton Rouge Marriott. Call (225) 924-5000 and ask for the LA Clerks of Court room block. Rate is \$135 and includes a breakfast in the meeting area each morning. Link for online reservations is <https://www.marriott.com/event-reservations/reservation-link.mi?id=1754662101110&key=GRP&app=resvlink> (This is also posted on the Clerks website). These rooms will be held until **February 6**; thereafter availability of rooms and rates may change. Check-in time is after 3 p.m. and check-out is 12 noon.

Got a Question?

Contact Billie Tripp, Coordinator, PO Box 1029, Gonzales, LA 70707-1029; 225-644-0619; fax (225) 644-0122; cctripp@eatel.net.

Complete One Form for Each Participant (Please indicate workshop choices for each person)



74th Session
LA Clerks of Court
February 24-27, 2026
Baton Rouge Marriott

Registration Fee:

Full Institute

- ☐ \$300 without LCCA Associate Membership
☐ \$275 with LCCA Associate Membership

(\$25 discount for additional persons from same office after first five register as full time registrants.)

- ☐ \$175 One Day Rate
Date: _____
☐ \$100 One Session Rate
Session _____
☐ \$25 late fee after 2/6/2026
☐ \$30 guest luncheon
☐ Wednesday ☐ Thursday

\$ _____ Total Fee Paid

Check payable to:

Conference Central (Note: Change)

PO Box 1029

Gonzales, LA 70707-1029

Phone: (225) 644-0619

Fax: (225) 644-0122

Email: cctripp@eatel.net

Credit Card Payment

☐ VISA ☐ MasterCard ☐ Am Express

Card # _____

Exp Date _____

CVV# _____

Address & Zip if different from above

Registration Form

Name _____

Nickname _____

Title _____

Agency _____

Address _____
Street or PO Box

City/State/Zip _____

Phone () _____

Email _____

To assist in confirming counts, please indicate the workshops and functions you plan to attend:

Breakout Workshops (choose only one)

Wednesday, February 25 (2:45-4:15 p.m.)

- ☐ Clerks Only: Compliance with FLSA
☐ Deputies: Boundaries, Balance & Burnout

Thursday, February 26 (3:00-4:30 p.m.)

- ☐ Property Tax Liens
☐ Attention to Retention

Luncheons ☐ Wednesday ☐ Thursday

Socials ☐ Tuesday ☐ Wednesday

Will you stay over for the Friday morning GUMBO Panel?

☐ Yes ☐ No

PLEASE MAKE HOTEL RESERVATIONS AS SOON AS POSSIBLE!

Call (225) 924-5000 and ask for the LA Clerks of Court room block or use link for online reservations. Rate is \$135 and includes breakfast in meeting area each morning. You can also click on link from Clerks website.

Room Block Released February 6, 2026