



2018 Fall Conference Schedule

(W = Westin; SITCC = Savannah International Trade & Convention Center)

Sunday, October 14, 2018:

4-6 pm: COAG Board of Directors Meeting (Westin)
5 – 8:30 pm: Exhibitor Move-in

Monday, October 15, 2018: (Breaks will occur 10-10:30 am & 2-2:30 pm)

7-8:30 am: **Group Breakfast (2nd Floor of Westin Conference Center – Grand Ballroom A&B)**

9 am – noon: **Superior Court Clerks Certificate Program**

Track I (Room 202 – SITCC): Effective Communication – Ms. Nancy Farage

Track II (Room 203 – SITCC): Criminal Case Management (NEW CLERKS ONLY) –
Hon. Stacy Haralson & Hon. Kye Gibson

Recert (Room 204 – SITCC): Motivation and Delegation – CVIOG Staff

Computer Lab (Room 201 – SITCC): Clerks Authority

Noon – 1 pm: **Group Luncheon (Chatham Ballroom B-C – SITCC) **MUST HAVE MEAL TICKET!****

1-1:10 pm: **Opening Ceremony (Rotunda in Convention Center Main Level – First Floor)**

1:10-5 pm: **Superior Court Clerks Certificate Program Continued**

Track I (Room 202 – SITCC): Effective Communication (Formerly Communication)

Track II (Room 203 – SITCC): Criminal Case Management (NEW CLERKS ONLY)

Recert (Room 204 – SITCC): Certified Clerks' Update Training

Computer Lab (Room 201-SITCC): Clerks Authority

Tuesday, October 16, 2018: (Breaks will occur 10-10:30 am & 3-3:30 pm)

- 6:30-7:30 am: **COAG Scholarship 5K Run/Walk**
- 7-8:30 am: **Group Breakfast (2nd Floor of Westin Conference Center – Grand Ballroom A&B)**
Sponsored by: Konica Minolta – presentation from 7:15-7:45 am
- 9 am – noon: **Superior Court Clerk Training & Business Meeting (Room 203-204-205 - SITCC)**
9-9:15 am: Recognition and Pictures of Graduating Clerks –
Ms. Susan Maxwell, Mr. David Key, & Mr. Mike Holiman
9:30-10 am: ECLAT Award Presentation – Mr. John Earle
10 am – noon: Legislative Update, E-file, & Criminal Exchange Board – Hon. Greg Allen
9 am - noon: Computer Lab (**Room 201 – SITCC**): Clerks Authority
- Noon – 1:30 pm: **Group Luncheon: COAG Business Meeting & Installation of Officers – Training to follow (Chatham Ballroom B-C – SITCC) **MUST HAVE MEAL TICKET!****
- 1:30 – 4:45 pm: **COAG Joint Training – “Dealing with Difficult People from the Public to the Media”**
1:30-3:00 pm My Pleasure: Customer Service in a Difficult Environment –
Ms. Ellen Hester, Humorist

3:15-4:45 pm The Media: How to Deal with Them and What You Must Do
Open Records Requests, Press Conferences, Request for Media in Courtrooms,
Crisis Management
Panel Moderator: Hon. Chase Daughtrey - Cook Co. Probate Court Judge
Ms. Nelly Miles - GBI Public Affairs Director
Mr. Brent Exum - PIO Cook Co Sheriff’s Office
Hon. Kelli Wolk - Cobb Co. Probate Court Judge
Ms. Melissa Hodges – TV Journalist, Melissa Hodges Media
Hon. Steven Kendrick – Richmond Co. Tax Commissioner
Hon. Rebecca Keaton – Cobb Co. Superior Court Clerk
- 6 pm: **Dinner Cruise “Hats Off to COAG”:** Wear your hat and start Boarding the Georgia Queen
Riverboat at the Westin
- 7 -9 pm: **Dinner Cruise Departure from & Return to the Westin**

Wednesday, October 17, 2018: (Break will occur 10-10:30 am)

7-8:30 am: **Group Breakfast (2nd Floor of Westin Conference Center – Grand Ballroom A&B)**

9 am – noon: **Superior Court Clerk Training (Room 203-204-205 - SITCC)**

9-10:15 am: Superior Court Clerks Association of Georgia – Hon. Dana Chastain
Council of Superior Court Clerks of Georgia – Hon. Cindy Mason

10:30-11 am: Legislation Wrap-up