

Arkansas County Clerks' Continuing Education Conference  
Graduate Fayetteville Hotel  
70 North East Avenue, Fayetteville, Arkansas 72701  
479-442-5555  
May 6-8, 2024 (Monday-Wednesday)

**Sunday, May 5**

Early Bird Arrival

**Monday May 6**

*(Guest rooms will be reimbursed from County Clerk Cont. Ed. Funds)*

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|---------------|--|
| 11:00am       | CONTINUING ED. BOARD MEETING   |
| 11:30am       | EXECUTIVE BOARD MEETING  |
| 12:00pm       | CONTINUING EDUCATION & EXECUTIVE BOARD LUNCH   |
| 12:00 Noon    | Registration / Lunch on your own   |
| 1:00 – 1:30pm | Welcome<br>Doug Curtis, County Clerks' Association President   |
| 1:30-2:30pm   | Records Retention – All you Need to Know<br>Margaret Darter, Faulkner County Clerk<br>Rhonda Blevins, Randolph County Clerk  |
| 2:30-2:45pm   | Break<br>Please visit our exhibitors   |
| 2:45-3:45pm   | Administrative Office of the Courts: eFiling from the Clerk's Perspective<br>Kami Soileau, Application Support Team<br>Sheri Cole, Office of Research & Justice Statistics |
| 3:45-4:30pm   | 1099 Deadlines & What NOT to do with Legislative Audit/Q & A<br>Kim Motherwell, Senior Auditor<br>Arkansas Legislative Audit   |
| 4:30-5:30     | Reception - Vendor Meet & Greet  |
| 6:00pm        | Dinner Own your Own (reimburse up to \$25 w/itemized receipt)  |

**Tuesday May 7**

*(Guest rooms will be reimbursed from County Clerk Cont. Ed. Funds)*

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|-------------------|--|
| 7:00-8:30am       | BREAKFAST  |
| 8:00-9:00am       | REGISTRATION   |
| 9:00-9:30am       | Welcome<br>Doug Curtis, County Clerks' Association President   |
| 9:30-10:30am      | All Things Wages and Q & A<br>Mallory Floyd, AAC/RMS Legal Counsel   |
| 10:30-11:45am     | How to Really Not Evaluate, Discipline, or Fire and Employee Part Deux<br>Mallory Floyd, AAC/RMS Legal Counsel       |
| 11:45-1:00pm      | LUNCH  |
| 1:15-4:15pm       | Election Security Training Tabletop Exercise<br>Secretary of State<br>Cybersecurity & Infrastructure Security Agency |
| 4:15p.m. – 5:30pm | Reception - Meet and Greet with Vendors  |
| 6:00 p.m.         | ASSOCIATION DINNER - Direct Billed   |

**Wednesday May 8**

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|---------------|--|
| 7:00-8:30am   | Breakfast  |
| 8:00-9:00am   | Registration   |
| 9:00-9:15am   | Welcome<br>Doug Curtis, County Clerks' Association President   |
| 9:15-10:15am  | Artificial Intelligence<br>Alan Sutton, Software Support Specialist//Cyber Crime Analyst<br>Arkansas State Fusion Center |
| 10:15-11:00am | ASSOCIATION BUSINESS<br>Drawing for Attendance Prize – Must be present to win.   |
| 11:00am       | Adjourn  |

## **2024 Meetings**

September 4-6, 2024: Mt. Magazine

## **2025 Meetings**

February 12-14, 2025 (Wed-Fri) – Wyndham Riverfront (Legislative Session)

June 2025 – TBD

September 2025 – TBD

## **Thank you to all our Valued Sponsors**

### **PLATINUM**

Center for Technology and Civic Life

### **GOLD**

Absolute Solutions  
Election System Software  
Kofile

### **SILVER**

Apprentice Information Systems, Inc.  
Fidlar Technologies  
Financial Intelligence

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Reimbursement: To be approved by the Continuing Education Board and paid from the County Clerks Continuing Education Fund administered by the Auditor of State's Office. Email reimbursement forms to Julia Burrier at [julia.burrier@auditor.ar.gov](mailto:julia.burrier@auditor.ar.gov). You may also fax reimbursement forms to Julia's attention at 501-371-2143.

- *Counties may choose to pay for their own lodging, mileage, and meal expenses at the discretion of the County Clerk.*

Mileage:	One vehicle per county @ .52 per mile
Room rates:	Sun. May 5 Cont. Ed and Executive Board Members only. \$119 + Tax. Mon. May 6 up to two rooms per county. \$119 +Tax. Tue. May 7 up to two rooms per county. \$119 + Tax.
Dinner:	Sun. May 5- Cont. Ed. And Executive Board Members only, Reimburse \$25 with itemized receipt. Mon. May 6-Dinner reimbursement up to \$25 w/itemized receipt. Tue. May 6. Non-Reimbursable – Association Dinner.
Lunch:	Mon.May 5- Cont. Ed and Executive Board Members only, Reimburse up to \$15 with Itemized receipt. Tue.May 6-Non-Reimbursable. Association Luncheon
Breakfast	Mon.May 6- Cont. Ed. And Executive Board Members only, Reimburse up to \$12 with itemized receipt. Tue. May 7- Non-Reimbursable- Direct Bill. Wed. May-Non-Reimbursable – Direct Bill.
Breaks:	As required, direct billed
Parking:	Valet Parking, as per hotel rate. Reimbursed with paid receipt.
Meeting Space:	As required, direct billed.
Speaker fees:	As required, direct bill/Reimburse AAC
Audio Visual:	As required, direct billed.
Transportation:	As required, direct billed
Incidentals:	As required, direct billed