

Arkansas County Clerks' Continuing Education Conference  
Mt. Magazine State Park  
September 4-6, 2024 (5:45-Hours)

**Wednesday September 4**

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

- 11:00am CONTINUING EDUCATION BOARD MEETING  
SPARROW ROOM, FIRST FLOOR
- 11:30am EXECUTIVE BOARD MEETING  
SPARROW ROOM, FIRST FLOOR
- 12:00 NOON EXECUTIVE AND CONTINUING EDUCATION BOARD  
LUNCH IN THE RESTAURANT
- 12:00 Noon Registration / Lunch on your own
- 1:00 – 1:15pm Welcome  
Doug Curtis, County Clerks Association President
- 1:15 - 2:00pm Clerk Deadlines, Procedures & Best Practices (0:45-  
Hour)  
Richard Chris Madison, Director State Board of  
Election Commissioners

Notes: \_\_\_\_\_  
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2:00 - 3:15pm

Arkansas Secretary of State – Election Update/Q & A  
(1:15-Hours)  
John Thurston, Arkansas Secretary of State

Notes: \_\_\_\_\_  
\_\_\_\_\_  
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3:15-3:30pm

Break  
Please visit our exhibitors

3:30-4:30pm

Introduction to Administrative boundaries and State GIS  
Processes (1:00-Hour)  
Shelby Johnson, Arkansas GIS

Notes: \_\_\_\_\_  
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4:30-5:30pm

Team Building Activity – Bring Your Phone  
Deanna Sivley, Little River County Clerk  
Reception - Vendor Meet & Greet

6:00pm

Dinner On your Own (reimburse up to \$25 w/itemized receipt)

8:00pm

Bingo

**Thursday September 5**

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

7:00-8:30am

Breakfast Buffet

8:00-9:00am

REGISTRATION

9:00-9:15am

Welcome

Doug Curtis, County Clerks Association President

9:15-10:00am

Employment Law Updates: Pregnant Workers and Gender Harassment (0:45-Hour)

Mallory Floyd, AAC/RMS Legal Counsel

Notes: \_\_\_\_\_

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10:00-10:15am

Break

Please visit our exhibitors

10:15-11:00am

AAC/RMS-Total Disability Issues (0:45-Hour)

Misty Petrus, AAC Workers' compensation Claims Manager

Carol Worley, Legal Counsel, Worley, Wood & Parrish Law Firm

Notes: \_\_\_\_\_

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11:00-12:00pm

US Postal Inspection Service (1:00-Hour)  
Inspector Kasey Hanson, Team Leader

Notes: \_\_\_\_\_

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12:00-1:00pm

Association Luncheon

1:15-2:15pm

Federal Medical Leave Act Basics & FAQs (1:00-Hour)  
Mallory Floyd, AAC/RMS Legal Counsel

Notes: \_\_\_\_\_

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3:00pm

Signal Hill Guided Hike and Group Picture  
Meet in the Lobby at 3:00pm.  
Please wear comfortable clothes and walking/hiking shoes. Approximately a 1.5 mile out & back walk.

4:30p.m. – 5:30pm

Reception - Meet and Greet with Vendors

6:00PM

Association Dinner & Swearing in Ceremony

**Friday September 6**

7:00-8:30am

Breakfast Buffet

9:00-9:10am

Welcome  
Doug Curtis, County Clerks Association President

9:10-10:00am. R.J. Hawk, Arkansas State Representative, 81<sup>st</sup> District  
(0.50 Hour)

Notes: \_\_\_\_\_  
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10:00-11:00am Legislative Package Review & Approval  
Association Business  
Drawing for Attendance Prize – Must be present to win.

11:00am Adjourn

**2025 Schedule**  
February 12-14, 2025 – Wyndham Riverfront (Legislative Session)  
June – TBD  
September – TBD

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**Thank you to all our Valued Sponsors**

**PLATINUM**

**GOLD**

Election Systems & Software  
Kofile

**SILVER**

Apprentice Information Systems, Inc.  
Arkansas Geographic information Systems, Inc.  
Financial Intelligence  
Secretary of State John Thurston

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:	Tue. Sept. 3 - Cont. Ed and Executive Board Members only. \$98.00 + Tax. Wed. Sept. 4 - up to two rooms per county. \$98+Tax. Thu. Sept. 5 - up to two rooms per county. \$98 + Tax.
Dinner:	Tue Sept. 3 - Cont. Ed. & Executive Board Members only, Reimburse \$25 with itemized receipt. Wed. Sept. 4 - Dinner reimbursement up to \$25 w/itemized receipt. Thu. Sept. 5 - Non-Reimbursable – Association Dinner.
Lunch:	Tue. Sept. 3 - Cont. Ed & Executive Board Members only, Reimburse up to \$15 with Itemized receipt. Thu. Sept. 4 - Non-Reimbursable. Association Luncheon
Breakfast	Wed. Sept. 4 – Cont. Ed. & Executive Board only up to \$12.00 w/itemized receipt. Thu. Sept. 5 - Non-Reimbursable- Direct Bill. Fri. Sept. 6 - Non-Reimbursable – Direct Bill.
Breaks:	As required, direct billed
Parking:	Valet Parking, as per hotel. 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.