

# OACA

OHIO ASSOCIATION FOR COURT ADMINISTRATION, INC.



**SEEKING EXCELLENCE IN  
COURT ADMINISTRATION  
FOR 36 YEARS**

**2009 FALL CONFERENCE**

Doubletree Hotel Worthington  
Columbus, Ohio  
October 7 & 8, 2009

OHIO ASSOCIATION FOR COURT ADMINISTRATION

PMB 162

4381 Hudson Drive

Stow, Ohio 44224

877-257-OACA

FAX: 614-387-9449

[www.ohiocourtadministration.org](http://www.ohiocourtadministration.org)

## OACA OFFICERS

### PRESIDENT

KIMBERLY M. SWITZER  
Director of Court Services  
Common Pleas Court  
Hancock County  
300 South Main Street  
Findlay, OH 45840  
(419) 424-7085  
kmswitzer@co.hancock.oh.us

### PRESIDENT ELECT

DONALD W. COLBY  
Court Administrator  
Lucas County Court of Common Pleas  
700 Adams Street, Suite 300  
Toledo, OH 43604  
(419) 213-4777  
dcolby@co.lucas.oh.us

### TREASURER

KENNETH R. TELEIS  
Court Administrator  
Domestic Relations Court  
Summit County  
205 South High Street  
Akron, OH 44308  
(330) 643-2082  
kteleis@drcourt.summitoh.net

### SECRETARY

SYLVIA B. ARGENTO  
Court Administrator  
Probate & Juvenile Court  
Tuscarawas County  
101 East High Avenue  
New Philadelphia, OH 44663  
(330) 364-8811  
argento@co.tuscarawas.oh.us

## OVERVIEW

### WHO SHOULD ATTEND?

This Conference is designed for Court Administrators, Clerks of Court, Court Managers and any other Court Personnel with supervisory responsibilities.

### REGISTRATION FEE

Tuition, reception, lunches, breakfasts, refreshment breaks, Wednesday's Evening Event and all course materials are included in the registration fee.

### CONTINUING EDUCATION CREDIT

The Association has applied for Continuing Legal Education credit and approval is pending.

### CANCELLATION

If you are unable to attend the conference, you must cancel your registration no later than Monday, September 28, 2009. Late cancellations will not be refunded; however, an alternate may be registered in place of the cancelled registrant.

### DATE AND LOCATION

The Fall OACA Conference is being held October 7-8, 2009 at the Doubletree Hotel Worthington/Columbus, 175 Hutchinson Avenue, Columbus, Ohio 43235. Rooms are available at \$80 per night plus tax.

### CONFERENCE SCHOLARSHIP

The OACA Board provides an opportunity for members to supplement conference costs. These funds shall be used to cover registration, hotel, meals and/or mileage. Please see the enclosed Conference Scholarship Application form.

## AGENDA

### TUESDAY, OCTOBER 6, 2009

**7:30-9:00 Welcoming Reception**  
Doubletree Hotel Worthington/Columbus

### WEDNESDAY, OCTOBER 7, 2009

**9:00-10:00 Registration & Breakfast**

**10:00-Noon Concurrent Court Sessions**  
Court of Appeals  
Common Pleas Court  
Municipal Court  
Domestic Relations Court  
Juvenile Court  
Probate Court

**12:00-1:30 Welcome to Attendees**  
Chief Justice Thomas J. Moyer  
The Supreme Court of Ohio

**Recognition of New Members, Lunch  
and OACA Membership Meeting**  
Kimberly Switzer, OACA President

**1:30-4:30 Absenteeism, Tardiness and Other  
Human Resource Issues**  
Monica Hunyadi  
Director of Human Resources  
The Supreme Court of Ohio  
**Break from 3:00-3:15**

**6:00-10:00 Entertainment Activity**

## AGENDA

### THURSDAY, OCTOBER 8, 2009

**8:00-5:00 Vendor Show**

**8:00-9:00 Ohio Courts Update including  
Legislative Review and Breakfast  
Buffet**  
Steven C. Hollon  
Administrative Director  
The Supreme Court of Ohio

**9:00-12:00 Preventing Burnout for Judicial  
Personnel: Mastering Change,  
Improving Productivity,  
Reducing Stress?**  
Dr. Roger Hall  
Compass Consultation, Ltd.  
**Break from 10:30-10:45**

**12:00-1:30 Vendor Show and Lunch**

**1:30-4:30 Preventing Burnout (continued)**  
Dr. Roger Hall  
Compass Consultation, Ltd.  
**Break from 2:45-3:00**

**4:30 Fall Conference Concludes**

## EVENING EVENT

### “Mobsters, Moles and Marinara”

A Mystery Dinner Theater Presentation by  
Mystery Most Wanted

Join us at the Spaghetti Warehouse in downtown Columbus for an evening of good food, good company and a mystery that only OACA members can solve.

You will be able to choose from one of the following entrees: Spaghetti and Meatballs, Fettuccini Alfredo, Chicken Parmesan, or Lasagna.

**Schedule for the evening:** Transportation will be provided from the hotel. A bus will pick OACA members up at the hotel at 6:00 p.m. and deliver us to the scene of the crime for cocktail/mingle time from 6:30 – 7:00 p.m. Dinner and the show begin at 7:00, and we will depart for the hotel at 9:30 p.m.

Please plan to join us for this  
fun and delicious event!

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# REGISTRATION

Please register me for the 2009 Spring OACA Conference • REGISTRATION ENDS FRIDAY, SEPTEMBER 18, 2009

Name \_\_\_\_\_

Badge Name Other Than Above \_\_\_\_\_

Title \_\_\_\_\_

Court \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

IS THIS THE FIRST OACA CONFERENCE YOU HAVE ATTENDED?

ARE YOU A NEW MEMBER OF OACA ?

### MEMBER RATE:

- \$150 Conference Fee-- Attending full Conference
- \$100 Conference Fee- Attending one day only

### NON-MEMBER RATE\*\*:

- \$200 Conference Fee-- Attending full Conference
- \$150 Conference Fee- Attending one day only

\*\*Non-Member Rate includes Active Level Membership for 2009

Need help with the conference fees? See enclosed scholarship application.

### CONFERENCE EVENTS-PLEASE CHECK EACH ACTIVITY YOU PLAN TO ATTEND:

Tuesday  Welcoming Reception

Wednesday  Conference & Concurrent Court Session  
 Dinner & Activity

Thursday  Conference

I would like to attend the concurrent court session for the following jurisdiction:

- Appellate  CP Gen Div  Municipal
- DR  Juvenile  Probate

### GUEST REGISTRATION:

Tuesday  Evening Reception \$5.00

Wednesday  Breakfast \$11.00  Lunch \$20.00  Dinner Activity \$40.00

Thursday  Breakfast \$11.00  Lunch \$21.00

Checking this box indicates that I will attend breakfast and lunch on Wednesday and Thursday.

Please list any dietary or special accommodations you may require OR if you are not staying for any meals:

TOTAL GUEST COSTS \$ \_\_\_\_\_

TOTAL REGISTRATION COSTS \$ \_\_\_\_\_

EARLY BIRD REGISTRATION (SUBTRACT \$25 IF REGISTERING BEFORE SEPTEMBER 7, 2009) -\$25.00

TOTAL: \_\_\_\_\_

### METHOD OF PAYMENT:

Check Enclosed PO# \_\_\_\_\_  Pay at the Door  Bill Me

### RETURN REGISTRATION TO:

Ohio Association for Court Administration PMB 162•4381 Hudson Drive•Stow, OH 44224 OR Fax to: 614-387-9449

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## CURRICULUM & FACULTY

### WEDNESDAY, OCTOBER 7, 2009

#### **Absenteeism, Tardiness and Other Human Resource Issues**

Attendees will hear from **Monica Hunyadi**, Director of Human Resources at The Supreme Court of Ohio regarding how to effectively handle employee leave situations and other common HR issues.

### THURSDAY, OCTOBER 8, 2009

#### **Ohio Courts Update and Legislative Review**

As the Administrative Director of The Supreme Court of Ohio, **Steven C. Hollon** is responsible for all facets of the internal operation of the Court, as well as the services the Court provides to trial and appellate judges and courts throughout the state. As part of his duties, he oversees over 250 employees and \$130 million in funds relative to Ohio's judicial system.

#### **Preventing Burnout for Judicial Personnel: Mastering Change, Improving Productivity, Reducing Stress?**

**Dr. Roger Hall** of Compass Consultation, Ltd., has presented twice before for Judicial College programs and OACA is pleased to have him back for our Fall Conference. Dr. Hall will present on the ever-popular (and relevant) topic of how to prevent burnout in this age of information overload, constant change and high-volume workloads.

## HOTEL INFORMATION

### **DOUBLETREE HOTEL WORTHINGTON**

175 Hutchinson Avenue  
Columbus, Ohio 43215  
Tel: (614) 885-3334  
Fax: (614) 228-0297

### **Making Reservations**

Reservation Deadline: Friday, September 18, 2009

Daniel Nelson  
(614) 885-3334

[www.columbusworthington.doubletree.com](http://www.columbusworthington.doubletree.com)

Accommodations: Each of the spacious newly renovated rooms offers a contemporary design of classic elegance. From the granite countertops, oak vanities, and Kohler chrome fixtures in the completely updated bathrooms to the executive work station with an executive swivel chair; Doubletree offers a multifunctional appeal for business travelers and families alike. All rooms are outfitted with a 27" flat screen high definition TV, MP3 clock radio and complimentary high speed wireless internet. Our earthy colors provide a warm welcoming setting that is completed by the "Sweet Dreams" bedding package synonymous with Doubletree.

Costs: Room Rate is \$80 per night plus tax. Attendees are responsible for all individual charges, room, tax, and incidentals incurred. Payment is due and payable upon check-out.

## 2010 CONFERENCE DATES

### **SPRING OACA CONFERENCE**

May 2010 (Dates TBA)

### **FALL OACA CONFERENCE**

October 20-22, 2010

## RESTAURANTS NEARBY

### **BRAVO CUCINA ITALIANO (ITALIAN)**

7470 Vantage Drive, Columbus, (614) 888-3881

### **CHIPOTLE (MEXICAN)**

154 Hutchinson Avenue, Columbus, (614) 433-0221

### **COLUMBUS FISH MARKET CROSSWOODS (SEAFOOD)**

40 Hutchinson Avenue, Columbus, (614) 410-3474

### **HYDE PARK PRIME STEAKHOUSE**

55 Hutchinson Avenue, Columbus, (614) 438-1000

### **STARBUCKS**

7176 North High Street, Worthington, (614) 846-0647

### **WINKING LIZARD TAVERN (AMERICAN)**

100 Hutchinson Avenue, Columbus, (614)-785-9755

# DIRECTIONS

## From the SOUTH - (Cincinnati)

Take I-71 North through Columbus to I-270 West. Continue on I-270 West to exit #23 (US Rte 23) heading North towards Delaware. At the first traffic light, turn right onto East Campus View Blvd. Turn right at the next light onto High Cross Blvd. When High Cross ends you will be facing the Doubletree Hotel Columbus/Worthington.

## From the NORTHEAST - (Cleveland)

Take I-71 South to I-270 West. Continue on I-270 West to exit #23 (US Rte 23) heading North towards Delaware. At the first traffic light, turn right onto East Campus View Blvd. Turn right at the next light onto High Cross Blvd. When High Cross ends you will be facing the Doubletree Hotel Columbus/Worthington.

## From the WEST - (Indianapolis)

Take I-70 East to I-270 North. Continue on I-270 North to exit #23 (US Rte 23) heading North towards Delaware. At the first traffic light, turn right onto East Campus View Blvd. Turn right at the next light onto High Cross Blvd. When High Cross ends you will be facing the Doubletree Hotel Columbus/Worthington.

## From the EAST - (Pittsburgh)

Take I-79 South to I-70 West. Continue on I-70 West to Columbus. Once you enter Columbus City Limits you need to take I-270 North towards Cleveland. Continue on I-270 North to exit #23 (US Rte 23) heading North towards Delaware. At the first traffic light, turn right onto East Campus View Blvd. Turn right at the next light onto High Cross Blvd. When High Cross ends you will be facing the Doubletree Hotel Columbus/Worthington.

## From the NORTHWEST - (Toledo)

Take I-75 South to US Rte 15 East, which will become US Rte 23 South. Continue on US Rte 23 South to Columbus. Shortly after entering Columbus City limits, you pass through the intersection of US Rte 23 South and Flint Rd. You need to get in the far Left lane as you will be turning left onto East Campus View Blvd. at the next traffic light. Turn right at the next light onto High Cross Blvd. When High Cross ends you will be facing the Doubletree Hotel Columbus/Worthington.





## Conference Scholarship Application

The Ohio Association of Court Administration (OACA) Board is pleased to announce a scholarship opportunity to members of the association for the October 7-8, 2009, OACA conference. The purpose of the scholarship is to allow people to register for the conference who, without supplemental funding, would be unable to attend. The \$500.00 scholarship fund will provide a maximum of \$250.00 per award. These funds shall be used for the conference registration fee and may also cover overnight accommodations, meals and/or mileage.

To apply, please complete the application below and mail it to the OACA Membership Committee, Ruth Ann Newcomer, Chair, Supreme Court of Ohio, 65 South Front Street, Columbus, Ohio 43215-3431, or fax it to Ruth Ann at 614.387.9249. Applications must be received by Friday, August 28, and scholarships will be awarded no later than September 4, 2009.

Applicants must accept the scholarship if awarded and attend all sessions of the conference.

Name \_\_\_\_\_

Title \_\_\_\_\_

Court \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Brief position description \_\_\_\_\_

The scholarship will be used for (check all that apply):

- |   |                                  |
|---|----------------------------------|
| <input checked="" type="checkbox"/> Conference registration fee | <input type="checkbox"/> Meals   |
| <input type="checkbox"/> Overnight accommodations               | <input type="checkbox"/> Mileage |

The scholarship request is for \$\_\_\_\_\_ and is needed for the following reason(s):

\_\_\_\_\_

Which past OACA conferences have you attended? \_\_\_\_\_

Please write two or three sentences stating how your attendance at the OACA conference will assist you with your professional responsibilities.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Administrative Judge's signature \_\_\_\_\_ Date \_\_\_\_\_