



PRESIDENT'S MESSAGE

Greetings OACA,

I want to start out by thanking each of you for entrusting me with the responsibility of being your President and leading this outstanding organization. I have been a member of OACA for many years and have served on the board since 2011 in different positions, but taking the reigns as your leader is a great honor.

I hope you all enjoyed the Fall Conference in Springfield. The board works hard all year long to bring you the best conferences with quality education that you can take back to your court and utilize in your daily life.

Our next conference will be coming before you know it and the Board is hard at work getting it finalized. The conference will be at the Best Western Agate Beach. You will find all the information and deadlines in this edition of the ECHO. If your court does not have the financial means to send you to the conference, please fill out the scholarship application. I would hate for you to miss the conference when OACA has the scholarship program available to pay for registration, food and lodging. Please be conscious of the deadlines for registration and hotel; after the deadline, the conference registration will not be available to access and no late registrations will be accepted. Also, your membership must be current for this year before you register for the conference.

At our annual meeting in October, the membership accepted some changes to our Bylaws. There was language added for qualifications for President and the terms of office were increased from 1 year to 2 years for President, Conference, Education, Information Technology and Echo, Resolution and Bylaws Vice Presidents. Treasurer, Secretary and Membership Vice President was already at 2 year terms and Directors will stay at 1 year.

In closing, I want to thank the board for volunteering their time to keep OACA a great organization. If you have any questions, concerns or suggestions do not hesitate to contact me or any of the Board.

Hope to see you all in April at the Conference!

Carla Bantz

President

2020 PRE-SPRING

THE ECHO
OREGON ASSOCIATION FOR COURT ADMINISTRATION

ABOUT OACA

Oregon Association for Court Administration is a professional organization committed to excellence. The association was established in 1977 and is Oregon's only organization for court professionals and those interested in the Courts of Oregon. Our membership includes Justice, Municipal, Tribal and State Court Staff, students, vendors, active and retired judges, and others who share an interest in Oregon Courts.

OACA MISSION

The goal of the OACA Board is to provide beneficial and reasonably priced learning experiences. This is done through conferences held biannually, one in the spring and one in the fall. Each conference provides formal training and allows attendees the opportunity to network with people from similar court environments. The Board works very hard to develop the educational agenda for each conference.

www.oaca.org

CONFERENCE UPDATE

It's hard to believe that it is already the New Year and that Spring is fast approaching! I hope you all had a wonderful holiday season and are gearing up for our Spring conference at the Best Western Agate Beach Inn in Newport!

The OACA Spring 2020 conference will be held Monday April 20th through Wednesday April 22nd, 2020. **The deadline to register for the conference is February 28, 2020.** Our Court Connection Banquet will be held on Tuesday night April 21, 2020. The entertainment will be Mr. Bill's Traveling Trivia Show which includes a variety trivia show and a DJ to include dance music after the performance. We hope to see you all out on the dance floor! The menu will be a full dinner buffet with herb roasted chicken, pork loin stuffed with spinach and Swiss cheese, including delicious sides. Don't forget to sign up on your registration form, pay your membership dues and make your reservations early!

Our Fall Conference will be October 11, 12, 13, 2020 at the Riverhouse in Bend. Mark your calendar and save the date!

Looking forward to seeing you at the Spring Conference!

Cheri Coble, Conference Vice President

HOTEL ACCOMODATIONS

Conference Dates: April 20, 2020 – April 22, 2020

The 2020 Spring Conference is being held at the Agate Beach Inn/Best Western at Newport Beach. The address is 3019 North Coast Hwy, Newport OR 97365.

Many of the rooms at Agate Beach Inn/Best Western have beautiful ocean views and come with a balcony. Every room has high speed wireless internet and comes equipped with a microwave, refrigerator, coffee maker and flat screen TV. There is an indoor pool, hot tub and exercise facility open 24 hours. There is a full-service restaurant on site and a Cocktail Lounge.

Please make your reservations no later than March 21, 2020. The block of rooms and special OACA rate will only be held until that date. To make a reservation, call 541-265-9411 and make sure you tell them you are participants of the OACA Spring Conference.

Room Rates and Tax:

Two Queens non-ocean front
guestroom is \$ 102.00 plus tax

One King non-ocean front guestroom
is \$102 plus tax

Two Queens ocean front guestroom
is \$122.00 plus tax

One King ocean front guestroom is
\$122.00 plus tax

Tax Rate is 11.3%

Hotel Check-in is 4:00 PM Check-out is 12:00 PM

CONFERENCE MENU

Monday Lunch - Country Comfort:

Beef Stroganoff
Chicken Parmesan with Marinara Sauce & Egg
Fettuccini
Buttered Broccoli and Cauliflower
Rolls and Butter
Chef's Choice Dessert
Coffee and Iced Tea

Tuesday Breakfast – Morning Brunch:

Scrambled Eggs
Coastal Scramble (Bay Shrimp with fresh spinach & Swiss cheese)
Honey Cured Smoked Bacon and Sausage
Breakfast Potatoes
Fresh Fruit
Eggs Benedict
Coffee Cake, mini Danish and Muffins
Warm Cream Cheese Blintzes with Strawberry Sauce
Tofu Scrambled Eggs
Selections of Juices and Coffee

Tuesday Lunch - South of the Rio Grand:

Pork Carnitas
Cheese Enchiladas
Spanish Rice and Refried Beans
Shredded Lettuce, Cheddar Cheese, Sour Cream, Guacamole, Red Salsa, Green Onions, Diced Tomatoes
Jicama Corn Salad
Warm Flour Tortillas
Chef's Choice Dessert
Coffee and Iced Tea



Tuesday Dinner - Court Connection Banquet:

Herb Roasted Chicken Breast
Pork Loin Stuffed with Spinach and Swiss
Rice Pilaf and Oven Roasted Red Potatoes
Green Salad/Caesar Salad
Roasted Root Vegetables
Rolls and Butter
Chef's Choice Dessert
Coffee and Iced Tea

Wednesday Breakfast – Wave Runner:

Scrambled Eggs
Honey Cured Smoked Bacon
Sausage Links
Potatoes O'Brien
Assorted Breakfast Pastries
Sliced Seasonal Fruit
Tofu Scrambled Eggs
Selections of Juices
Coffee

*Snacks will be provided on Monday and Tuesday afternoon breaks: lemonade, soda, sparkling water, coffee, tea, cookies, lemon bars and brownies.

*Vegan Lunch entrée or Banquet Dinner entrée can be substituted in place of buffet meat entrée upon special request (vegan breakfast options are available in the scheduled breakfast buffets).

Guests or ala carte meals:

(price includes 20% service charge)

Monday Luncheon \$21.60 (Vegan \$22.65)

Tuesday Breakfast \$25.00

Tuesday Luncheon \$21.50 (Vegan \$22.65)

Tuesday dinner \$41.40

Wednesday Breakfast \$ 18.50

MEMBERSHIP

Happy New Year! The spring conference is just around the corner and our board has worked hard to put together a fun and educational conference for us to enjoy.

Don't forget to renew your OACA membership. Membership is valid through the end of 2020 and must be renewed each year. Don't miss out on the great opportunities that membership provides, including:

- Enriching education
- Access to the members-only section of the OACA website
- Discounted conference registration fees
- Ability to network with other court professionals

Remember, the membership application process can only be completed online. If you are unable to submit your application online and need assistance, please contact Mary Quinn, Membership Vice President.

Let's increase our membership numbers, share our organization with other court professionals and refer a friend. Each active member that refers three new members in a calendar year will earn a free annual membership or earn a free conference registration for five new referrals in a calendar year! That's a huge incentive so be sure the new member provides your name on their application.

If you have any questions regarding your OACA membership, please contact me at (503) 786-7520 or email quinnm@milwaukieoregon.gov.

Mary Quinn, Membership VP—Milwaukie Municipal Court

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EDUCATION

The spring conference is just a couple months away. We are bringing lots of interesting topics and speakers you will not want to miss!

The agenda is a little different this year. Our conference starts Monday April 20, 2020 and ends Wednesday April 22, 2020. We will have our RAP sessions first thing in the morning on Monday. Please remember to bring your questions or post them to the OACA website - this is a wonderful opportunity to network with each other. We have Sharon Lacey as our motivational speaker on Monday afternoon to get us motivated for the conference. We also have a speaker from a traffic school program that will talk about the benefits for traffic school. We are bringing back Cheryl Stone and Deborah Ingledew - they are bringing their expertise on the topics of Clerk 102 and Supervisor 102. This will be an extension of their previous presentations. Rob Portier is going to give us an insight into the 911 dispatch system, processes and life experiences. Doug Lundrigan will speak on Hazardous Conversations and Geri Bartz will present on Seatbelt Safety. The conference will conclude with the presentation 'Benefits of Traffic School to Public & Courts, by Robert Obenauf.

We will be at the Agate Beach Inn in Newport for our Spring Conference. The beach is a favorite destination for many. Please take a look at the registration form and be sure to check mark what sessions you will attend each day. We determine room size and other important decisions based on your response on the registration forms. **Conference registration deadline is February 28th!**

Thank you everyone and can't wait to see you at the beach!

Debra Arntsen & Emira Vejo—Beaverton Municipal Court

CERTIFICATION

Not familiar with OACA's certification program?

There is a handout on our website under Education, which explains the certification program requirements and how to submit your certification paperwork. The spreadsheet will assist you with tracking classes and training sessions in the appropriate categories, along with date, type of credit (ex: OACA, NACM, etc.), coursework description and the credits earned. The spreadsheet will calculate the credits for you. Remember...it's your responsibility to complete the spreadsheet when submitting your application and paperwork for certification.

Think you may have enough credits for certification?

Dig out all those conference attendance sheets and enter them onto the OACA Certification log sheet. If anyone has certification paperwork ready for any of the 3 levels of certification, please forward to Debra Arntsen or Emira Vejo for review and approval. Spreadsheets and applications are located on the website. These must be included in your submittal for certification. If you have any questions, feel free to email the Education Vice Presidents.

Debra Arntsen & Emira Vejo—Beaverton Municipal Court



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CONFERENCE AGENDA

Monday April 20, 2020

8:00 a.m. to 12:00 p.m.	Conference Registration
9:00 a.m. to 10:00 a.m.	New Member Breakfast Facilitator: The Board
10:30 a.m. to 12:00 p.m.	Municipal Court (Traffic & Misd.) Rap Session Facilitators: TBA Reviewer: TBA Municipal Court Rap Session (Traffic Only) Facilitators: TBA Reviewer: TBA Justice Court Rap Session Facilitators: TBA Reviewer: TBA
12:00 p.m. to 1:15 p.m.	Luncheon
1:30 p.m. to 3:00 p.m.	Turn Your Challenges Into Opportunities Speaker: Sharon Lacey
3:00 p.m. to 3:30 p.m.	Break
3:30 p.m. to 5:00 p.m.	Turn Your Challenges Into Opportunities Speaker: Sharon Lacey

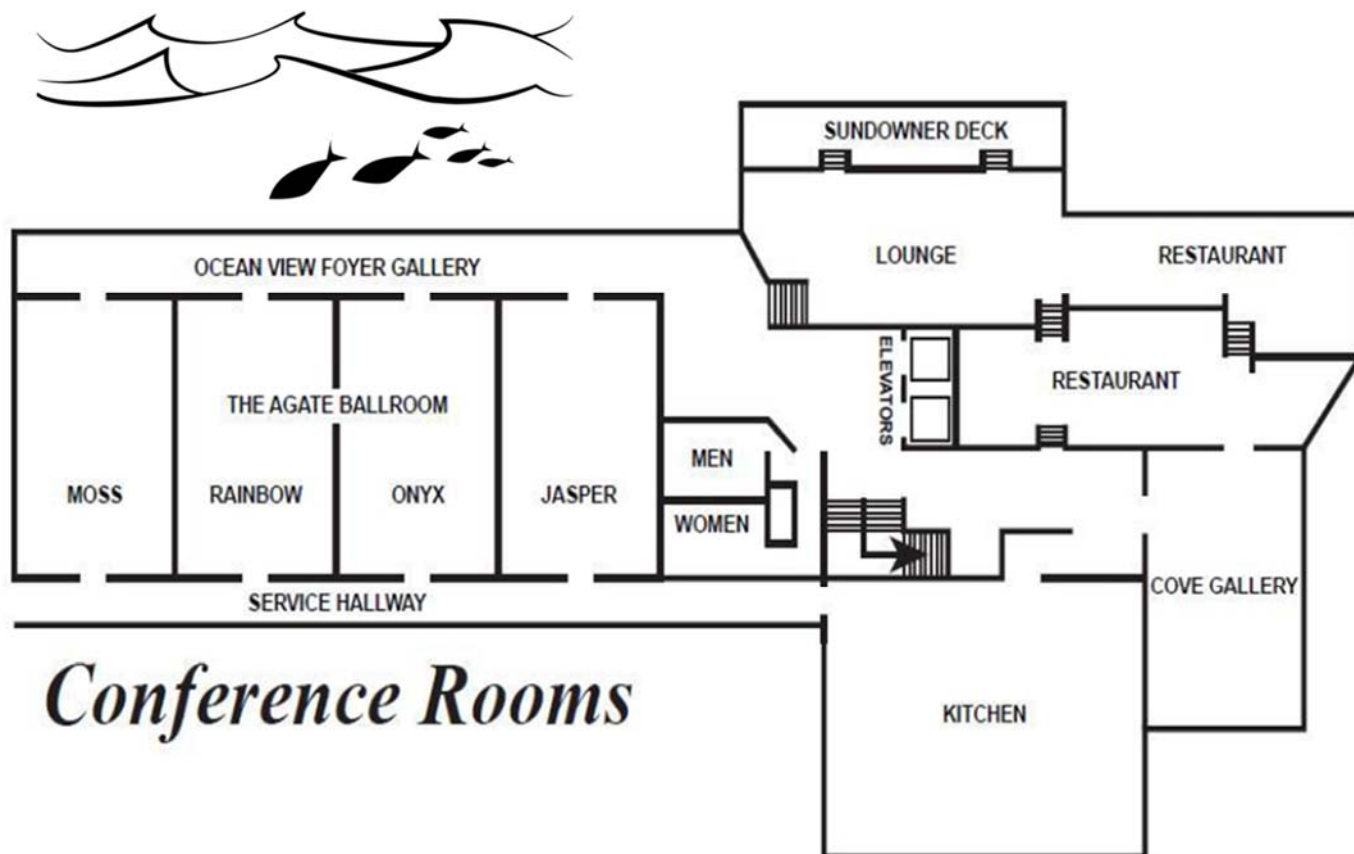
Tuesday 21, 2020

7:00 a.m. to 8:30 a.m.	Breakfast
8:00 a.m. to 9:00 a.m.	Registration
8:30 a.m. to 10:00 a.m.	Hazardous Conversations Speaker: Doug Lundrigan
10:00 a.m. to 10:30 a.m.	Break
10:30 a.m. to 12:00 p.m.	Hazardous Conversations Speaker: Doug Lundrigan
12:00 p.m. to 1:15 p.m.	Lunch
1:30 p.m. to 3:00 p.m.	Seatbelt Safety Class Speaker: Geri Bartz
3:00 p.m. to 3:30 p.m.	Break
3:30 p.m. to 5:00 p.m.	Court 102 Speaker: Cheryl Stone
(Concurrent)	Court Manager 102 Speaker: Deborah Ingledew
6:00 p.m.	Court Connection Banquet & Entertainment

Wednesday 22, 2020

7:30 a.m. to 9:00 a.m.	Breakfast
9:00 a.m. to 10:30 a.m.	911 Dispatch, Processes and Life Experiences Speaker: Rob Portier
10:30 a.m. to 11:00 a.m.	Break and Hotel Check Out
11:00 a.m. to 12:30 p.m.	Benefits of Traffic School to Public & Courts Speaker: Robert Obenauf
12:30 p.m.	End of OACA Conference

CONFERENCE ROOM LOCATIONS



800-452-0317 or 503-585-5651

www.valley-creditservice.com

626 Appleblossom Ave NE, Keizer, OR 97303

Alice Ray-Graham, Chief Marketing Officer



SCHOLARSHIP INFORMATION

Hello and cheers to a healthy and happy 2020! If you are like me, you started 2020 out with big plans to join a gym and cut out the junk food...okay, I mean wine!! Well, one of the two ain't bad, right?! Seriously, though, I hope this year has started off well for everyone so far!

The OACA Spring Conference is coming up fast and we look forward to seeing everyone in Newport in April! I love the beach in the spring, sunny or stormy; it's a nice getaway no matter what the weather holds!



OACA is aware and understands that sending staff to this conference can be a financial burden on some courts. We are here to help you! OACA wants to make it possible for every court employee to have a chance to attend these conferences.

OACA has a scholarship to help those in need to attend these conferences. A few things must be in place in order to qualify. You must be up to date with your OACA membership fees and also show financial hardship. Thanks to our Vendors and their wonderful support, we are able to provide these scholarships to you.

[This Photo](#) by Unknown Author As a scholarship recipient, you will be required to write an article about a class you attended for the Echo, or other tasks assigned. We also need hosts for our individual workshops, so if you are interested and can help with this, please indicate that on your scholarship form. The tasks will be chosen depending on which classes you are registered for. A final requirement is that you will need to submit your signed attendance sheet after the conference to the OACA Secretary.

All requests must be submitted on the Vendor Scholarship application by applying online at www.oaca.org (conference information/scholarships) and **must be received no later than 5pm on Friday, February 28, 2020.**

****Your registration form must be submitted to be considered for scholarship. Please be sure to include which classes you will be attending. It will be forwarded on after the review process. ****

You may email your registration forms to kimc@happyvalleyor.gov or fax them to 503-658-5174 - Attention: Kim Carrier. I will receive the scholarship applications via the OACA website.

Registration forms can also be mailed to the following address:

Kim Carrier
OACA Secretary
Happy Valley Municipal Court
16000 SE Misty Drive
Happy Valley, OR 97086

Please email me to verify that your application was received.

GOOD LUCK!!!

SAVE THE DATE!

**OREGON ASSOCIATION FOR
COURT ADMINISTRATION
FALL CONFERENCE**

OCTOBER 11-13, 2020

**THE RIVERHOUSE,
BEND OREGON**

OREGON ASSOCIATION FOR COURT ADMINISTRATION**APPLICATION FOR HARDSHIP SCHOLARSHIP****SPONSORED BY OACA VENDORS**

Name: _____

Court: _____

Court Mailing Address: _____

Court Physical Address: _____

E-Mail: _____ Phone: _____

.....

I am applying for: _____ (Scholarships are not transferable)

____ Registration fee of \$200

____ 2 nights (under 100 miles one way) \$227.05

____ 1 Dinner \$28.00

____ 3 nights (over 100 miles one way) \$340.59

____ 2 Dinners 1 Breakfast \$72.00

____ Mileage round trip _____ X .285 = _____

Total requested \$ _____

The identity of the applicants is confidential. On the questions below please omit any indication of what court you are associated with or any other remarks that would indicate your identity. If your 2020 membership dues have not been paid, your application will be returned and not processed.

Important! Please do not make hotel reservations yet! If you are awarded a scholarship OACA will make the reservation on your behalf. **(The hotel registration deadline is March 21, 2020.)** Note, if you are granted a scholarship for lodging, sharing a room with another conference attendee or upgrades will not be allowed.

Have you applied for an OACA Scholarship before? (Y) (N)

If so, were you awarded a scholarship? (Y) (N) If yes, when _____

Scholarships are given out based on the applicant's need. Priority will be given to new applicants, although repeat awards may be given if there is funding available.

Please complete the following four (4) questions and note any special circumstances the OACA Board needs to take into consideration (If more space is needed please attach an additional page).

1. Please demonstrate your financial need for this scholarship by submitting a written statement of why you feel you need OACA's financial assistance to attend the conference. This statement shall include a description of the proposed cost to attend the conference.

2. Submit a written statement as to why you want the scholarship and why you deserve it. Include a brief narrative of your background and future career goals.

3. Is there any funding available through your court? (Y) (N)

Will your city pay for part of your expenses to attend the conference? (Y) (N) If yes, please explain. (e.g. using city car; per diem; other) _____

4. Are you required to take vacation time or other leave to attend the conference? (Y) (N)

Please note! If you are awarded a scholarship you will be required to write a session article for the ECHO. You will be informed which article you will be required to write based on classes you choose on your registration form. Would you be willing to host a class also? (Y) (N)

The OACA Vendor Scholarship program was created for current OACA members only. If you are awarded a scholarship, you will be required to submit proof of attendance to the conference by submitting the OACA Certification Course Credits form showing you attended conference classes within all allotted time slots. Failure to attend during all allotted time slots and/or not completing volunteer service will result in you having to repay the scholarship award and may disqualify you from receiving any award in the future.

I have read and understand that failure to comply with the guidelines of this program will result in a disqualification for consideration.

Signature

Date

IMPORTANT: Applications are due by 5:00 pm on February 28, 2020. Please call OACA Secretary, Kim Carrier at (503) 783-3848 or email kimc@happyvalleyor.gov to double check that your application has been received.

Applications will be reviewed at the March 8, 2019 board meeting; award letters will be emailed to the successful applicants.

Your registration form must be submitted to be considered for scholarship (please include which classes you will be attending). Please email your scholarship application to kimc@happyvalleyor.gov or you can fax it to (503) 658-5174, Attention: Kim Carrier. It will be forwarded on after the review process. Good luck!

Have you visited the OACA Forum, located in the Member Access section on oaca.org. You can use this forum to ask questions, network with fellow court clerks, and connect with other OACA members! Check it out today!

[Oregon Association for Court Administration](#)[Login](#)[Register](#)

Oregon Association for Court Administration

Use this forum to ask questions, network, support, and connect with other members of OACA!

Welcome to our new question forum!!! Do you want to stay up to date on everything going in this forum? Then make sure to subscribe to the forum via email! This will send posts directly to your email, and allow you to reply to others via email! No need to remember to log in!!

[New Topic](#)[People](#)[Options](#)

Topics (25)

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replies

Number of Charges Per Citation by

If you have questions about this forum please contact the OACA Board!

[New Topic](#)[People](#)[Options](#)

1234...6

Topics (193)	Replies	Last Post	Views
out of state plates - parking by Kim Carrier	0	Nov 01 by Kim Carrier	9
Good Driver Diversion by robertsj@canbyoregon...	1	Oct 30 by Doralyn.oliveira	7
Public Defender by robertsj@canbyoregon...	3	Oct 22 by robertsj@canbyoregon...	29
website blooper by Kim Carrier	1	Oct 07 by Allie S.	9
Judges signature stamp or electronic signature by Wendy	5	Oct 03 by Doralyn.oliveira	19
Parking Tickets by Megan Webb	3	Sep 05 by Megan Webb	22
Automatic reply: Required Info on Court Letters/Correspondence by Brenda.Annis	0	Aug 22 by Brenda.Annis	16
Required Info on Court Letters/Correspondence by sheena.kroker	1	Aug 22 by Doralyn.oliveira	23
Suspension Notice/Reinstatement Notices by sheena.kroker	0	Aug 21 by sheena.kroker	20
Automatic reply: Automatic reply: Automatic reply: Automatic reply: Automatic reply: Automatic reply: Automatic reply: Automatic reply:			



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Officers and Directors 2020

PRESIDENT

CARLA BANTZ

Milwaukie Municipal Court
10722 SE Main Street
Milwaukie, OR 97222
Work: 503.786.7531

bantzcc@milwaukieoregon.gov

IMMEDIATE PAST PRESIDENT

SHAWN BRANSON

McMinnville Municipal Court
230 NE 2nd Street
McMinnville, OR 97128
Work.: 503.434.2356

shawn.branson@mcminnvilleoregon.gov

CONFERENCE VICE PRESIDENT

CHERI COBLE

Eugene Municipal Court
1102 Lincoln St
Eugene, OR 97401
Work: 541.682.5442

cheri.r.coble@ci.eugene.or.us

EDUCATION VICE PRESIDENT(S)

DEBRA ARNTSEN

Beaverton Municipal Court
PO Box 4755
Beaverton, OR 97076
Work: 503.350.4014

darntsen@beavertonoregon.gov

EMIRA VEJO

Beaverton Municipal Court
PO Box 4755
Beaverton, OR 97076
Work: 503.526.2635

evejo@beavertonoregon.gov

ECHO, RESOLUTIONS & BY LAWS VICE PRESIDENT

JAMIE RHODES

Lafayette Municipal Court
PO Box 55
Lafayette, OR 97127
Work: 503.864.2451

jamier@ci.lafayette.or.us

MEMBERSHIP VICE PRESIDENT

MARY QUINN

Milwaukie Municipal Court
10722 SE Main Street
Milwaukie, OR 97222
Work: 503.786.7543

quinnm@milwaukieoregon.gov

SECRETARY

KIM CARRIER

Happy Valley Municipal Court
16000 SE Misty Drive
Happy Valley, OR 97086
Work: 503.783.3848

kimc@happyvalleyor.gov

TREASURER

CANDY ASHBY

Lane County Justice Court
900 Greenwood Street
Florence, OR 97439
Work: 541.997.1649

candy.ashby@co.lane.or.us

INFORMATION TECHNOLOGY VICE -PRESIDENT

TIN HOANG

Beaverton Municipal Court
PO Box 4755
Beaverton, OR 97076
Work: 503.484.7820

thoang@beavertonoregon.gov

DIRECTOR

KATIE LEIGH

Linn County Justice Court
30 East Maple St
Lebanon, OR 97355
Work: 541.258-5777

kleigh@co.linn.or.us

DIRECTOR

SUE CARLILE-HOPPER

Beaverton Municipal Court
PO Box 4755
Beaverton, OR 97076
Work: 503.526.3736

scarlilehopper@beavertonoregon.gov

DIRECTOR

DEBORAH INGLEDEW

Salem Municipal Court
555 Liberty St SE Rm 215
Salem, OR 97301
Work: 503.588.6407

dingle dew@cityofsalem.net

DIRECTOR

ERIN DANAHER

Eugene Municipal Court
1102 Lincoln St
Eugene, OR 97401
Work: 541.517.7765

edanaher@ci.eugene-or.gov