OREGON ASSOCIATION FOR COURT ADMINISTRATION



A MESSAGE FROM YOUR PRESIDENT, CHRISTINE

ABOUT OACA

Oregon Association for Court Administration is а 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.

Greetings,

I can hardly believe this is my tenth President's message! As always, I am honored to be serving for a third term as President of this organization. The board and I would like to thank you for your membership and support. We continually strive to bring you the best education and networking possible.

Speaking of membership, it's that time again! Please get your renewals submitted as soon as possible. You can renew online now and I highly recommend it. Once your renewal is received you will retain (or gain if you're a new member) access to our websites, <u>www.oaca.org</u>, members only section.

Our website has been completely upgraded and is constantly updated. I encourage you to utilize the chat room feature as we have done away with the Yahoo chat group all together. If you have any questions or recommendations regarding the website, please contact me at <u>chris-</u>

tinewatts@mcminnvilleoregon.gov or Allison Sederlin at asederlin@springfield-or.gov and we'd be happy to assist you. Allison not only serves as our Treasurer, she is the go to guru for the website as well. She does an amazing job and we all benefit from her amazing abilities!

We are pleased to announce we will no longer issue thumb *drives containing conference materials* to attendees when they check in at conference. All conference materials will be located on our website. You will receive access to the materials after you register for the conference. When I first starting attending conferences, we had the huge binders to lug around and then we transitioned to thumb drives. This transition is the best yet. and supports our effort to go green. Progress!

In this edition of The Echo you will find the registration form for our spring conference. We are pleased to be holding it at The Hallmark Resort in Newport, OR. Take a moment to check out this link, <u>http://www.hallmarkinns.com/newport</u> to view the accommodations. We held a conference there years ago and they have since remodeled. Conference Vice President Shawn Branson and I did a site visit and were quite impressed and we think you will be too. Every room is an ocean view and we will be having a bon fire Monday night! Please be sure to register by the deadline listed on the conference registration form.

As a reminder, if your court is facing financial constraints, I encourage you to apply for the vendor scholarship. Note the deadline for eligibility!

The next board meeting will strictly be a goal setting session. This board has several projects we want to tackle. We are going to dedicate time to review and update the bylaws, revamp the membership outreach flyer and several other items. If you have any suggestions for improvement please speak up!

I hope to see you at the beach!

Warmest regards,

Chris





FOUNDED IN 1977





VisionMS is a Municipal Software Leader that provides Office Automation from Financials to Municipal Court, making your jobs more efficient! We are proud and very excited to offer affordable solutions with cutting edge technology, integration and support second to none in the industry.

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We appreciate those of you who visited our booth during the conference and look forward to serving every OACA member. Please contact us today or visit us online to learn more!



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MEMBERSHIP

UPDATE YOUR CONTACT INFORMATION

Please help us keep our membership information current by contacting us if you have had a name change, address, phone number or email change recently. You can make the change on your membership application, renewal form, or contact Holly Fenton at 503-588-6139 or by email: HFenton@cityofsalem.net

NEW MEMBER BREAKFAST

Spring conference at The Hallmark Inn in Newport Oregon is just around the corner! The board has worked hard to put together a great educational and fun conference for all of us to enjoy and learn!! For all the new members, a new member continental breakfast is included. It is an opportunity for you to meet the board and hear about all the opportunities that are included in your OACA membership. If you are a new member or a first time conference attendee, please join us for the breakfast.

OACA always accepts new members. A membership in this valuable organization is an asset to your job and profession. If you know someone that is not a member, please refer them to OACA. If you refer three new members in a year you will earn a free annual membership or refer five new members and earn a free conference registration.

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Oregon Association for Court Administration 2017 OACA Membership Application

The Oregon Association for Court Administration is a professional organization developed to provide educational opportunities for those individuals interested in the ongoing improvement of the administration of the court in the State of Oregon. By your signature below, you signify your understanding that your membership in OACA is subject to the By Laws of the Association.

Name (Please Print) Title Mailing Address			Court or Agency		
			E-Mail Address		
			Phone		
City	State	Zip	Fax		
Please fill out app	lication how you would	like it to a	ppear on all docum	entation.	
First – Time Member			C	D Renewal	
Active \$75.00		🗖 Asso	ciate \$75.00	□Student \$30.00	
Signature			Date		
Referred By (Plea	se print clearly)				
Membership in OA	CA is transferable if due ACA, and forward the app	es are paid dication an ALLISON pringfield I 230 4 Springfiel	with public funds an	d must accompany this application ad person terminates position. Make	

Fx: 541.744.3376

EDUCATION

Is it just me? Has this been a rough winter? With everything from politics to weather and all that we have on our plates, it just seems like everyone is being pulled in too many directions.

I hope you are looking forward to the spring OACA Conference as a time to relax, rejuvenate, and connect with others who share at least an understanding of the workplace obstacles we face as court employees. Our roles are often changing. Jeff Johnson will be back to teach us how to deal with changes in his seminar Change Management: Ignite the Power Within. We are touching on some difficult subjects this time around. Dave Nelson from CIS will be talking to us about security assessments. Todd Baltzel from Newberg PD will present on domestic violence. Instead or our usual Q & A for DMV, we will have Kristopher Kyes, Medical Programs Coordinator from ODOT speaking to us about medically at-risk drivers. MSU classes on Court and Community Communications will be shared by all membership on Monday. We will close with our rap sessions on Tuesday. Bring your questions and discussion topics and plan to participate to make your rap session a success.

One more note. Do remember to check out oaca.org as it changes constantly. We are trying to utilize the website for more and more of our operations, and I think it is a help-ful tool. Check out the Education tab to find out about the programs available through OACA and MSU. This is also where you will find the form for credit for outside training. Print out a form to take with you to your next workplace training so you can get OACA credit.

Keep on truckin' friends! We'll see you in April!

Mary

OACA is a great opportunity to Network

- <u>Choices 1 Defensive Driving</u>...in English & Spanish
- <u>Choices 1 Available Online</u>...covering Oregon Laws
- Choices 2 Ending Aggressive Driving...8 Hour Class
- Alcohol/Drug Information School...MIP Charges
- Consumer Awareness...Shoplifting / Bad Check writing
- Anger Management Skills...8 & 16 hour programs

Court Services Institute courses are based on the Belief that the student will choose productive behaviors if provided with CHOICES . . . and that those informed alternatives will motivate CHANGE.

CSI's Management Team has been working with the Oregon Courts since 2002, and is very proud of our service to the Oregon communities. Our experience allows us to notify the Court of any prior diversion an individual has taken with us in the last 13+ years.

Use our 3-part Referral Forms, or the Word version of our Referral Form, to be notified of Compliance at the time of completion or Non-Compliance at the attendance deadline date...notifications are sent to the Courts in a timely manner upon compliance or non-compliance, no waiting for a monthly report!

COURT SERVICES INSTITUTE

866-268-7874 www.courtsi.com Greg@courtsi.com Lorraine Nelson, President



SCHOLARSHIP INFORMATION

Greetings my OACA friends! Can you believe it is almost time for our spring conference?!!! After a hard winter, I am looking forward to the spring, and our spring conference; when we all can get together, enjoy some good beach food, and receive good education. OACA understands that for some, it may be hard to attend with the increasing days of budget cuts. OACA wants to make it possible for every court employee to have a chance to attend these conferences.

OACA offers a scholarship to help those in need to attend. You must have paid OACA registration fees and show financial hardship. These scholarships are brought to you by our outstanding vendors who support the organization in all we do. So please remember to say "hi" to our vendors and thank them. Without them, this would not be possible.

If you apply for a scholarship, there are a few things you must do. You will be required to write an article about a class you attended for The Echo, or other task as assigned. The tasks will be chosen for you, depending on what classes you have registered for. You will also need to submit your signed attendance sheet after the conference to OACA Secretary.

All requests must be submitted on the Vendor Scholarship application (provided in this issue of The Echo or on the OACA website), and must be received by 5:00 pm Friday, March 3, 2017.

Sue Carlile-Hopper, OACA Secretary

<u>Please submit you registration form</u> (be sure to include which classes you will be attending) <u>with your application</u>, it will be forwarded on after the review process. Good luck!

You may now also fill out the application online at www.oaca.org

OREGON ASSOCIATION FOR COURT ADMINISTRATION

	App No			
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 \$200.00				
2 nights (under 100 miles one way) \$242.64 2 Dinners \$44.00				
3 nights (over 100 miles one way) \$363.96 3 Dinners 1 Breakfast \$76.00				
Mileage round trip X .285 =				
Total requested \$				
The identity of the applicants is confidential. On the questions below please omit any ind court you are associated with or any other remarks that would indicate your identity. If y bership 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 wervation on your behalf. (The hotel registration deadline is March 22, 2017.) Note, if you are guissing for lodging, sharing a room with another conference attendee or upgrades will not be allow	ranted a scholar-			
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 applican peat awards may be given if there is funding available.	ts, although re-			

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Please complete the following 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.

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

Applications are due March 3, 2017. Please return application to: Sue Carlile-Hopper, OACA Secretary, Beaverton Municipal Court, P.O. BOX 4755, Beaverton, OR 97076 or email to: <u>scarlilehop-</u> <u>per@beavertonoregon.gov</u>. Please call or email to double check that I received your application.

Applications will be reviewed at the March 17, 2017 board meeting; award letters will be emailed to the successful applicants.



800-452-0317 or 503-585-5651 www.valley-creditservice.com

626 Appleblossom Ave NE · Keizer, OR 97303

Alice Ray-Graham, Chief Marketing Officer





GIGGLE CORNER

The young clerk's responsibilities included bringing the judge a hot cup of coffee at the start of every day. Each morning the judge was enraged that the coffee cup arrived two-thirds full. The clerk explained that he had to rush to get the coffee delivered while it was still hot, which caused him to spill much of it along the way.

None of the Judge's yelling and insults produced a full cup of coffee, until he finally threatened to cut the clerk's pay by one-third if he continued to produce one-third less than the judge wanted.

The next morning he was greeted with a cup of coffee that was full to the brim, and the next morning and the morning after that. The judge couldn't resist gloating over his success and smugly complimented the clerk on his new technique.

"Oh, there's not much to it," admitted the clerk happily, "I take some coffee in my mouth right outside the coffee room, and spit it back in when I get outside your office."

When Grandma Goes To Court

Lawyers should never ask a Mississippi grandma a question if they aren't prepared for the answer.

In a trial, a Southern small-town prosecuting attorney called his first witness, a grandmotherly, elderly woman to the stand. He approached her and asked, 'Mrs. Jones, do you know me?' She responded, 'Why, yes, I do know you, Mr. Williams. I've known you since you were a boy, and frankly, you've been a big disappointment to me. You lie, you cheat on your wife, and you manipulate people and talk about them behind their backs. You think you're a big shot when you haven't the brains to realize you'll never amount to anything more than a two-bit paper pusher. Yes, I know you.'

The lawyer was stunned. Not knowing what else to do, he pointed across the room and asked, 'Mrs. Jones, do you know the defense attorney?'



She again replied, 'Why yes, I do. I've known Mr. Bradley since he was a youngster, too. He's lazy, bigoted, and he has a drinking problem. He can't build a normal relationship with anyone, and his law practice is one of the worst in the entire state. Not to mention he cheated on his wife with three different women. One of them was your wife. Yes, I know him.'

The defense attorney nearly died.

The judge asked both counselors to approach the bench and, in a very quiet voice, said,

'If either of you idiots asks her if she knows me, I'll send you both to the electric chair.'





Trooper, when you stripped the defendant, were your red and blue lights flashing?

*Yes

Did the defendant say anything when she got out of her car?

*Yes, sir.

What did she say?

*What disco am I at?

You do realise when you go into court, you are putting your fate into the hands of people who weren't smart enough to get out of jury duty.

someecards





CONFERENCE

Hello OACA! The spring conference will be here before you know it and you will not want to skip this one. Take a look at the registration form, pick your sessions and get your registration in! Remember, registration is due by March 3, 2017.

We are trying a location that we have not been to in many, many years.....Hallmark Resort in Newport! They wanted us back again and I think that you all will love this hotel. Each room has a view and an oceanfront balcony or patio and the rooms are beautiful. I'm excited to go there and they are very excited to have us! I know they would like to keep OACA on a spring conference rotation so I anticipate the accommodations and service to be top notch!

We have some fun planned for the Past Presidents Reception on Sunday night! We will have some yummy hors d'oeuvres and there will be live entertainment. The entertainment will be announced at conference but we will have a great time just like we always do! The reception is a perfect time to hang out with your fellow OACA members and reconnect with old friends and make new ones. Everyone is welcome and it's a fun way to

end the first day of conference. If you are planning on attending, please, please, please make sure to RSVP and check the box on page 2 of the registration form. I use those confirmations of attendance as my guideline for ordering the appetizers.

Our fall conference is going to be held at Hood River Inn in Hood River on October 15th, 16th and 17th 2017. Our 2018 Spring Conference will once again be at Agate Beach Inn in Newport. I'm working on getting the next fall conference booked and, while I am not completely sure yet, I am thinking it may be in the Bend area.

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

Shawn Branson, Conference Vice President



Oregon Association for Court Administration Spring 2017 Conference Agenda April 23-25, 2017 Hallmark Inn, Newport, OR

Sunday, April 23, 2017

8:00 a.m. – 12:00 p.m.	Conference Registration
8:00 a.m. – 8:45 a.m.	New Member/1st Time Attendee Continental style Breakfast Facilitator: Christine Watts
9:00 a.m. – 10:30 a.m.	Change Management: Ignite the Power Within (Personnel/People Skills) Speaker: Jeff Johnson, Hawes Financial
10:30 a.m. – 11:00 a.m.	Break
11:00 a.m. – 12:00 p.m.	Change Management: Ignite the Power Within (Personnel/People Skills) Speaker: Jeff Johnson, Hawes Financial
12:00 p.m 1:15 p.m.	Lunch Provided
1:30 p.m. – 3:00 p.m.	CIS Security Assessments (Operational Systems Management) Speaker: Dave Nelson, CIS
3:00 p.m 3:30 p.m.	Break
3:30 p.m 5:00 p.m.	Domestic Violence (Elective) Speaker: Todd Baltzel, Newberg Police Department
6:00 p.m. – 9:00 p.m.	Past Presidents' Reception Please join us in honoring all our Past Presidents

<u>Monday, April 24, 2017</u>	
7:30 a.m 8:15 a.m.	Breakfast Buffet
8:00 a.m 9:00 a.m.	Conference Registration
8:15 a.m. – 8:30 a.m.	MSU and OACA Certification Information
8:30 a.m. – 10:00 a.m.	Court and Community Communication – (Personnel/People Skills) Speaker: Rachel Marshall
10:00 a.m. – 10:30 a.m.	Break
10:30 a.m. – 12:00 p.m.	Court and Community Communication - (Personnel/People Skills) Speaker: Rachel Marshall
12:00 p.m. – 1:15 p.m.	Lunch Provided
1:30 p.m. – 3:00 p.m.	Court and Community Communication - (Personnel/People Skills) Speaker: Rachel Marshall
3:00 p.m 3:30 p.m.	Break
3:30 p.m 5:00 p.m.	Court and Community Communication -(Personnel/People Skills) Speaker: Rachel Marshall
<u>Tuesday, April 25, 2017</u>	
7:00 a.m 8:15 a.m.	Breakfast Buffet
8:30 a.m 10:00 a.m.	Oregon's Medically At-Risk Driver Program – (Legal/Court Procedures) Speaker: Kristopher Kyes, Medical Programs Coordinator-ODOT
10:00 a.m 10:30 a.m.	Break and Hotel Check Out
10:30 a.m. – 12:00 p.m.	Rap Sessions (Legal/Court Procedures)

SPRING 2017 CONFERENCE REGISTRATION FORM OREGON ASSOCIATION FOR COURT ADMINISTRATION Newport Resort, Newport OR April 23rd, 24th and 25th 2017

	Phone #:			
Court / Agency:				
Fax #:	E-mail:			
*Full registration	egistration (member \$200 / non-member \$265) i includes Sunday luncheon, Monday Breakfast, Mon (Registration after the March 3, 2017 deadline)	day luncheon, Tue	\$ sday Breakfast. \$	8
	Friendly Reminder !			
If you haven't pa	id your annual membership dues yet, please comple	te the Membersh	ip Application ar	nd attach the
	an additional \$50.00 along with this registration form			
Please	s my first OACA conference () I an place an X in the box next to the session you wi	ll be attending,	including rap s	essions.
Please		II be attending, on the right. Thar	including rap s nk you so much!	essions.
	place an X in the box next to the session you w	II be attending, on the right. Thar I am	including rap s	essions. e pricing
Day/time	place an X in the box next to the session you wi For our a la carte attendees, please note the prices Session name	II be attending, on the right. Thar	including rap s nk you so much! A la carte	essions. e pricing
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Total A La Carte Fees \$____

PLEASE ATTACH ANY RAP SESSION TOPICS THAT WOULD BE OF INTEREST TO YOU.

Guest or a la carte meals: Please mark which meals you are requesting (price includes 20% service charge)

Sunday Luncheon	\$23.55 per person
Monday Breakfast	\$18.83 per person
Monday Luncheon	\$18.83 per person
Tuesday Breakfast	\$18.83 per person

TOTAL PAYMENT ENCLOSED

\$

\$ \$ \$ \$

Page 1 of 2

REGISTRATION DEADLINE: March 3, 2017 (POSTMARKED DATE). Registrations received after the deadline date will be assessed a \$50.00 late fee. Request for conference refund must be in writing to the Treasurer. Request for refund must be received ten (10) days prior to the conference for full refund. Request for refund after the ten-day grace period will be forwarded to the Board for review and action.

<u>Room reservations</u>: Please call 541-265-2600 no later than March 22, 2017 to secure our group rate. Be sure to mention that you are with OACA. Refer to the "2017 Spring Fall Conference Hotel Accommodations Information" page in the ECHO for pricing.

Are you a new member and/or first time conference participant? If so, please join the board for breakfast on Sunday morning. Would you like to have a conference "buddy" to help show you the ropes?

Yes, please assign me a "buddy" to learn all the ins and outs of conference!

<u>RSVP! For the Past Presidents Reception</u>: If you are planning on attending, please RSVP. That way we can make sure there is plenty of food and tables for everyone. It is the perfect time to socialize amongst your peers, eat some fabulous hors d'oeuvres, and have some fun. It is a great time had by all and we would love to see everyone there!

Yes, I will be attending the reception

Do you have any special dietary or other special requests? If so, please explain and we will do our best to accommodate you:

You have two options to register for the conference! You can either register online at www.oaca.org OR you can mail in the entire registration form and return both pages with payment no later than 03/03/17 to:

OACA c/o Allison Sederlin , Springfield Municipal Court 230 4th Street Springfield, OR 97477

Please make checks payable to OACA.

Page 2 of 2



2017 Spring Conference Hotel Accommodations Information

The 2017 Spring Conference is being held at the Hallmark Resort in Newport. The address is 744 SW Elizabeth, Newport OR 97365.

Hallmark Resort has very nice accommodations for us and beautiful ocean views! The website for the hotel is <u>www.hallmarkinns.com/newport</u>. Every room has a view and oceanfront balcony or patio. Every room has high speed wireless internet and comes equipped with a microwave, refrigerator, coffee maker, flat screen TVs with DVD players and complimentary DVD rentals. And of course, luxurious pillow top mattresses! There is an indoor, heated saltwater pool with a spa, sauna and fitness room. Georgie's Beachside Grill is a full service restaurant that is on site.

Please make your reservations no later than March 22, 2017. The block of rooms and the special OACA rate will only be held until that date. To make reservations, please call 541-265-2600 and make sure you tell them you are participants of the OACA Spring Conference when you call.

The room rates are listed below:

Traditional one queen guestroom is \$109.00 (\$121.32 with tax) per night Traditional two queen guestroom is \$119.00 (\$132.45 with tax) per night Limited edition two queen guestroom is \$129.00 (\$143.58 with tax) per night Limited edition king spa guestroom is \$139.00 (\$154.71 with tax) per night Admiral suites 548 & 549 are \$229.00 (\$254.88 with tax) per night Tax rate is 11.3%

Check in time is 4:00 p.m. and check out time is noon.

2017 SPRING CONFERENCE MENU

Sunday Italian Pasta Buffet:

Classic Caesar Salad with Garlic Croutons & Fresh Parmesan, Chef's Choice Pasta Salad, Seasonal Steamed Vegetables, Meat Balls & Linguini with Basil Marinara, Meat Lasagna, Bow-Tie Pasta with Vegetables & Classic Alfredo Sauce, Parmesan Garlic Bread and Tiramisu. **All lunch buffets served with iced tea and coffee.

Sunday Evening Past President's Reception (aka Hospitality Suite):

Chicken Wings, Mini Quiches, Crab Stuffed Mushrooms, Chicken Skewers, Assorted Finger Sandwiches, Deviled Eggs, Crudité and Chocolate Covered Strawberries.

Monday First Mate Breakfast:

Scrambled Eggs with Tillamook Cheddar Cheese, Bacon, Potatoes O'Brien, Assortment of Pastries and Muffins, Sliced Seasonal Fruit. **All breakfast buffets served with assorted chilled juices, hot coffee and tea.

Monday Gourmet Burger Bar:

Potato Salad, Green Salad with assorted dressings, ½ pound Grilled 100% Ground Chuck, Sesame & Whole Wheat Buns, Swiss, Tillamook Cheddar and Jack Cheeses, Fresh Sliced Tomato, Sliced Red Onion, Leaf Lettuce, & Pickle Spears, Mac & Cheese, Strawberry Shortcake with Vanilla-lemon Whipped Cream. **All lunch buffets served with iced tea and coffee.

<u>Tuesday First Mate Breakfast:</u>

Scrambled Eggs with Tillamook Cheddar Cheese, Sausage, Potatoes O'Brien, Assortment of Pastries and Muffins, Sliced Seasonal Fruit. **All breakfast buffets served with assorted chilled juices, hot coffee and tea.





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