**State Clerks Conference**

**May 2-4, 2018**

**Session Speakers**

**Sexual Harassment Training**

**Paige Edwards** joined MTAS in July 2017 as the Municipal Court Specialist, with 16 years of experience as an attorney and administrator in state government. She brings a substantive understanding of policy, as she has worked for the Tennessee General Assembly, Department of Health, Department of Human Services, Bureau of TennCare, and District Public Defenders Conference. Additionally, she served as a legislative liaison and worked with the General Assembly, various government agencies, and independent stakeholders on issues relating to the court system.

Paige holds a B.A. in public administration from UT Knoxville and a law degree from Cecil C. Humphreys School of Law. She has been a licensed attorney in Tennessee since 1999. She is a member of the Tennessee Bar Association and Lawyers Association for Women.

**Expungements**

**Holly Folsom** is the Subject Matter Expert and Criminal History Examiner 3 of Expungements in the Biometrics Services Section at the Tennessee Bureau of Investigation. She has worked in the Expungement Unit since 2005.

**Pam Beck** is the Assistant Director over Criminal Justice Information Services (CJIS) at the Tennessee Bureau of Investigation. She spent 11 years as an Assistant Public Defender in Gallatin before joining TBI as a staff attorney in 2002.

Pam is a graduate of Campbell County High School in East Tennessee. She holds a B.S. degree in English Education from the University of Tennessee at Knoxville, an M.A. degree in English Education from Cumberland College in Williamsburg, Kentucky, and a J.D. from the Nashville School of Law. Pam has completed the State of Tennessee’s “LEAD” program for executive leadership and the Tennessee Government Management Institute.

Pam and her husband, Bill, have a daughter, Meredith, who is a graduate of Belmont University.

**Lisa Cavender** was elected in 2002 to serve as Circuit Court Clerk for Robertson County. Prior to this position, she was a Chief Deputy Clerk & Master for 11 years. Lisa received a B.B.A. from Austin Peay State University and has completed numerous U.T. government training classes and certificates including the Certified Public Administrator and Local Government Leadership Program.

**Pro Se Litigants and the Unauthorized Practice of Law**

**Anne-Louise Wirthlin** is the Access to Justice Coordinator for the Administrative Office of the Courts where she provides day-to-day administration for the Supreme Court Access to Justice Initiative and the Access to Justice Commission. She oversees the Pro Bono Coordinator position and the implementation of the ATJ Commission’s Strategic Plan. Anne-Louise is a graduate of LEAD Tennessee, a statewide, year-long development initiative for current and emerging leaders from all branches of state government. She is a member of the TN Government Leadership Council. She is currently earning a Graduate Certificate in Public Administrative Executive Leadership from Tennessee State University.    
  
Before joining the AOC, Anne-Louise practiced law as a contract attorney working with TennCare then worked at a small family law practice in Brentwood, TN. She earned her Bachelor’s degree and J.D. from the University of Tennessee. After being admitted to the Tennessee Bar in 2004, Anne-Louise earned her LLM in Taxation from the University of Alabama. Anne-Louise is a member of the Tennessee Bar Association Access to Justice Committee and sits on the Board of Directors for the Tennessee Alliance for Legal Services. Ms. Wirthlin is trained in Rule 31 General Civil mediation. She also sits on the Board of the Tennessee Hemophilia and Bleeding Disorders Foundation.

**Jeff Hill** is Deputy Attorney General with the Tennessee Attorney General’s office. Jeff is Deputy of the Consumer Protection and Advocate Division which responsible for representing the interests of consumers of public utilities, as well as consumer protection, antitrust, and the unauthorized practice of law enforcement for the state. Jeff received his J.D. from the University of Tennessee College of Law. He joined the Tennessee Attorney General’s Office in 1994.

**Travis Brown** is an Assistant Attorney General in the Consumer Advocate and Protection Division of the Tennessee Attorney General’s Office. Travis enforces Tennessee’s consumer protection and unauthorized practice of law statutes. Travis received his J.D. from Belmont University College of Law. He joined the Tennessee Attorney General’s Office in 2015.

**Juvenile Expungements**

**Leslie Kinkead**, Court Improvement Program Coordinator, AOC

**The Pain & Agony of Small Estate Affidavits**

**Rebecca Bartlett** began working in the Clerk and Master’s office in 1982 while participating in an internship and later graduated from The University of Alabama in Huntsville in 1984 with a degree in Criminal Justice. In 1993, she earned the designation of Certified Public Administrator with The University of Tennessee’s Institute for Public Service and later completed the University of Tennessee’s Leadership program. Rebecca is currently serving a third term as Clerk and Master for Lincoln County and has been an active executive board member for the Tennessee Court Clerk’s Association by serving as regional president and treasurer for Middle Tennessee and also as the Clerk’s Association Treasurer for 5 years, and more recently agreeing to serve as Treasure Pro-Tem for the association. She continues to support the clerk’s association by working on probate and tax legislation, serving on numerous committees and presenting educational conference seminars. Rebecca has also been an active member of the Tennessee Association of Property Tax Professionals since its inception in 2011. She served as the association president in 2014-2015 and currently serves as the association secretary as well as serving on numerous committees and participating in leading the delinquent tax clerks at their annual tax conference. Rebecca enjoys spending time with her family and continues to be involved in community activities as well as her church where she currently serves as an Elder.

**Bankruptcy/Delinquent Taxes**

**Janice M. Bodiford** is the Clerk & Master of Hardeman County. Janice was appointed as Clerk & Master on February 1, 2001. Prior to her appointment she was employed as a Paralegal with Denton and Cary Law Firm. Janice graduated from the National Center For Paralegal Training in Atlanta, Georgia. Janice has served on the Board of Directors, Education Committee and Delinquent Tax Committee for the Tennessee State Court Clerk’s Association and was President for the year 2011-2012.

**Kenneth Todd**, Clerk and Master, Carroll County

**Revocations**

**Capria Bell** is the Court Liaison has been with the State of Tennessee for 17 years. She started out in Probation and Parole and Health. She has been with the Department of Safety for 10 years, working one year as a Safety Examiner before being promoted to supervisor for the Financial Responsibility Call Center. In 2014 she became the Court Liaison. Capria has also worked as an Educational Trainer for newly hired employees in the Financial Responsibility Call center.

**Service of Process**

**Karen Fentress**, Administrative Counsel, Davidson County Sheriff’s Office

Karen is a native Nashvillian; she graduated from Milligan College with a Bachelor of Science degree in 1984. She began public service in 1985, when hired by then Criminal Court Clerk Joe E. Torrence. As many of you know, Mr. Torrence was also one of the architects of our metropolitan form of government here in Davidson County. During her time at the Criminal Court Clerk’s Office, she completed law school at the Nashville School of Law.

She served in the Criminal Court Clerk’s Office as a deputy clerk until 1997 when hired by former District Attorney General, Victor S. (Torry) Johnson III. She served as an assistant district attorney in both Juvenile Court and the grand jury unit during her tenure there until August of 2014.

In late summer of 2014 she began work in the Metropolitan Police Department’s case preparation unit, serving there until November 2015. She joined the Nashville Sheriff’s Office in December 2015 where she serves as Civil Process Counsel. She assists warrant officers and staff with legal issues arising in the service of civil process and in reviewing agency policy. Karen enjoys hikes at Radnor Lake State Park, creative writing, and attends church at St. Mary of Bethany Anglican Parish in South Nashville.

**General Probate**

**Kay Solomon Armstrong** is Clerk and Master in Greene County. She was admitted to the practice of law by the Supreme Court for the State of Tennessee in 1988 and appointed Clerk & Master of Greene County Chancery Court in 1992. Kay was E. TN Division - State Court Clerks’ Association President (1997-1998) and State Court Clerks’ Association of Tennessee President (2003-2004).

She is a lay member of the Tennessee Textbook Commission, representing the Eastern Division of the State – Tennessee Department of Education (2000-2004) and former instructor of *“Legal Issues for Clerks of Court”* for University of Tennessee County Technical Assistance Service.

Kay is a former member of the following *working committees*, which were created pursuant to legislation of the Tennessee General Assembly:

--Tennessee Judicial Redistricting Study Committee (2003-2005), traveling to Nashville to work with certain legislators, appointees of the Governor, representatives of the following: the District Attorneys General Conference, the District Public Defenders Conference, the General Sessions Judge Conference, the Judicial Conference, as well as others, with interest in the judicial system, to study the present alignment of the state’s trial court judicial districts

--Tennessee Judicial Information System Steering Committee(beginning September 1997), serving with two other state trial court clerks, staff members of the Administrative Office of the Courts, representatives of the General Assembly, State Comptroller of the Treasury, Tennessee’s Department of Finance and Administration and Office for Information Resources, as well as a computer software vendor, concerning the development of application software for the Tennessee’s information technology system

--Judicial Council Sub-CommitteeStudying Court Costs (2004-2005), working with Tennessee’s Administrative Office of the Courts, specific representatives from the legal community, as well as representatives of state government, to study court costs and make recommendations, to the General Assembly, concerning the uniformity of court clerks’ fees and state litigation taxes

**Katherine Jones-Terry**, Clerk and Master, Hamblen County

**Criminal State Cost Bills**

**Cindy French** is an Accountant 3 for the Department of Correction, Fiscal Services Department. Cindy graduated with a B.S. degree in Accounting from the University of Tennessee and later obtained her Certified Public Accountant certification. Cindy has worked for private companies and for the State for over 40 years both as an Auditor and as an Accountant, but her favorite position is what she does now—working with Court Costs. She has been doing this with the Department of Correction since 2007. She is the mother of three grown children and is excited about her latest role as a grandmother.

**Landon Kenderdine** is a Judicial Cost Accountant for the Department of Correction

He was born and raised in Middle Tennessee. He graduated from Middle Tennessee State University with a Bachelor’s degree in Business Administration. Began working for the Department of Correction as a Budget Analyst for three years prior to his current role. For the last four years Landon has been serving the Department as the Judicial Cost Accountant by overseeing the State’s Prosecution account. He enjoys gardening and attending hockey games in spare time as well as spending time with his wife and beautiful two daughters.

**Retention of Records**

CTAS

**Domestic Violence-Orders of Protection**

**DarKenya W. Waller** is the Executive Director – Legal Aid Society of Middle Tennessee and the Cumberlands. DarKenya joined the Legal Aid Society in 2008. She became the Managing Attorney of its Nashville office in 2010 and the Executive Director in 2018. Her legal practice is focused primarily on family law.  She is a graduate of the University of Mississippi - School of Law and earned a Master of Business Administration from Belhaven University. She was appointed to the Indigent Representation Taskforce by the TN Supreme Court to help evaluate right to counsel services in the State. She serves on the Board of Directors for the Nashville Bar Association, the YWCA and the Nashville Coalition Against Domestic Violence (NCADV) where she is the Board Chair.  She is most proud of her work initiating the Civil-Legal Advocate Program which provides free legal representation to victims of Domestic Violence on the Order of Protection dockets in Davidson County, TN.

**Elizabeth R. McClellan** is a staff attorney with Legal Aid of East Tennessee, working out of the Johnson City/Washington County Family Justice Center. Her work includes doing orders of protection and domestic violence divorces in 12 rural northeastern counties. Ms. McClellan is a graduate of Austin Peay State University and the University of Memphis – Cecil C. Humphreys School of Law where she was Law Review Editor and a member of Phi Kappa Phi Honor Society.

**Legislative Update**

**Robert Baggett** is serving his second term as Circuit Court Clerk of Franklin County Tennessee. Robert is the Co-Chair of the Tennessee State Court Clerk’s Legislative Committee and also serves on the Education Committee. Robert is also a Board Member of the Tennessee State Court Clerk’s Association and the County Officials Association of Tennessee. Prior to being elected as Circuit Court Clerk, Robert served many years with the Franklin County Sheriff’s Department as a Sergeant and Criminal Investigator. Robert left the Sheriff’s Department in 2002 and took the position of Youth Services Officer with the Franklin County Juvenile Court. In 2007, Robert was appointed as Chief Judicial Commissioner for Franklin County. Robert attended Middle Tennessee State University and is a Certified Public Administrator. Robert, his wife Laurie, and their daughter Madison, reside in Winchester Tennessee.

**Mandatory Reporting of Mental Health: Civil and Criminal Commitment**

**Amanda Hughes** is the Application Support Manager and Court Clerk Liaison with the Technology Division of the Administrative Office of the Courts. She has worked within the TN court system for over 30 years. Amanda is a graduate of Middle Tennessee State University with a Bachelor of Business Administration.

**Internal Controls 2.0**

**Ben Rodgers** is the County Government Consultant at the UT County Technical Assistance Service. He joined CTAS in 2005. He assists counties in the Upper Cumberland area. Ben graduated from Tennessee Technological University in 2002 with a bachelor’s degree in business administration, majoring in accounting. He worked in public accounting for over two and half years prior to joining CTAS.

**Burning Questions**

**Rebecca Barlett** began working in the Clerk and Master’s office in 1982 while participating in an internship and later graduated from The University of Alabama in Huntsville in 1984 with a degree in Criminal Justice. In 1993, she earned the designation of Certified Public Administrator with The University of Tennessee’s Institute for Public Service and later completed the University of Tennessee’s Leadership program. Rebecca is currently serving a third term as Clerk and Master for Lincoln County and has been an active executive board member for the Tennessee Court Clerk’s Association by serving as regional president and treasurer for Middle Tennessee and also as the Clerk’s Association Treasurer for 5 years, and more recently agreeing to serve as Treasure Pro-Tem for the association. She continues to support the clerk’s association by working on probate and tax legislation, serving on numerous committees and presenting educational conference seminars. Rebecca has also been an active member of the Tennessee Association of Property Tax Professionals since its inception in 2011. She served as the association president in 2014-2015 and currently serves as the association secretary as well as serving on numerous committees and participating in leading the delinquent tax clerks at their annual tax conference. Rebecca enjoys spending time with her family and continues to be involved in community activities as well as her church where she currently serves as an Elder.

**Lisa Niles w**as elected in 2002 and has worked in the office since 1995. She oversees Circuit, Criminal, General Sessions, Judvnile, Probate and Child Support Courts. Lisa has been recognized as the TN Outstanding Clerk of the year and is an officer of the TN State Court Clerk’s Association. Lisa has a degree from Pellissippi State as a Paralegal.

**Barbara Spann** is General Sessions Court Clerk in Dickson County.

**Gary Behler** is Juvenile Court Clerk in Hamilton County, TN. Mr. Behler began his career as a Planner with Hamilton County Government in the County Development Office. He then spent 10 years working in adult corrections as Corrections Coordinator, Assistant Warden and Administrator, including management of a Bureau of Prisons CTC re-entry facility in North Carolina. He later served as Program Services Director for Bethel Bible Village children’s home in Hixson for over 16 years before becoming the Operations Director for First Things First.

Gary has served as the Juvenile Court Clerk in Hamilton County since elected in 2010. He has focused on implementing a complete technology overhaul of that office, transitioning from a traditional paper to an electronic workflow system, including electronic file management and digital recording in all seven courtrooms. All functions of that office are now managed electronically, making it the first fully electronic state court clerk’s office in Tennessee according to the County Technical Assistant Services.

Mr. Behler graduated from the University of Tennessee at Chattanooga magna cum laude with a Bachelor of Science in Criminal Justice. While working full-time in corrections he completed his Master’s Degree with honors. He is currently in his 28th year serving as an Adjunct Professor in Criminal Justice for UTC.

**Brenda Hyden** is Juvenile Court Clerk in Williamson County.