



CALIFORNIA COURT ASSOCIATION 2019 ANNUAL CONVENTION

VICARIOUS TRAUMA TRAINING

This course is an introduction to the topic of Vicarious Trauma. It is intended to help court staff understand what vicarious trauma is, recognize the signs of vicarious trauma, and learn strategies to help address vicarious trauma.

***This course is 3.5 hours and CIMCE approved.**

COURSE OBJECTIVES

- Define Vicarious Trauma
- Discuss brain development, and how trauma affects the brain
- Identify types of trauma and how each differ
- Describe the impact on those that work with/or around trauma
- Recognize the effects of vicarious trauma
- Discuss a variety of self-care strategies

TRIBAL EDUCATION FOR COURT PERSONNEL

Since time immemorial, California tribal communities have handled disputes according to tribal law and continue to handle matters today in forums called tribal courts. This class is for any court employee who wants to improve their knowledge about tribal courts, learn information that can help promote access to justice for clients from tribal communities, and enhance their cultural awareness skills when serving clients from tribal communities.

***This course is 3.5 hours and CIMCE approved.**

COURSE OBJECTIVES

- Identify the sources of authority tribes can follow to operate a tribal court
- Learn the general overview of the foundation and structure of tribal courts
- Discuss areas California Superior Courts and tribal courts may intersect and work together
- Enhance cultural awareness skills when serving clients from tribal communities

MEET YOUR FACILITATOR



VICARIOUS TRAUMA TRAINING

MARTHA "MARRTA" DAGGETT



Martha "Marrta" Daggett is originally from the Dominican Republic. She has a degree in Counseling Psychology from California Baptist University where she's also an Adjunct Professor. Martha provides individual and family therapy, as well as classroom observations and interventions for mental and behavioral health concerns. She's trained in crisis intervention as well as EMDR, a cutting-edge therapy technique used to overcome trauma. She's also a skilled PCIT and TF-CBT provider, and provides trauma trainings. Martha resides in Redlands with her family and when she isn't helping others through their trauma, she coaches her youngest daughter's soccer team, sings in a band, and works in her garden.

MEET YOUR FACILITATOR

TRIBAL EDUCATION FOR COURT PERSONNEL

JENNIFER R. LEAL



My passion for working with tribal courts developed when I was a 22 year-old undergraduate student at UCLA. Throughout college, I worked on tribal court-related projects and eventually got hired at my first job as a tribal court administrator. During this time, I developed my experience operating a court partially from a PL-280 state and worked with general civil, family, juvenile dependency and delinquency, traffic, animal control, and criminal cases. My court record includes clerking over 2,000 hearings and 30 jury trials. I built working relationships with local jurisdictions and a state court association. My experience also includes working with attorneys coming to practice before the tribal court, and processing ICWA cases transferred from state court to tribal court. Throughout my tribal court career, I contributed to California's Court Toolkit for Tribal/State/Federal Administrators and Clerks and developed a passion for teaching. I have given presentations to tribal communities on tribal court administration and to international judicial delegations from Egypt, Morocco, Jamaica, and Ukraine on tribal courts in the United States.

Tribal Affiliation

Descendant of the Washoe and Mono Lake Paiute communities from Northern California

Education

M.A. American Indian Studies, UCLA

B. A. American Indian Studies, UCLA



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OVERVIEW OF PRISON ABSTRACTS

This course provides an overview of Prison Abstract forms to clerk's office clerks, courtroom clerks, and those who want to be courtroom clerks.

*This course is 3.5 hours and CIMCE approved.

COURSE OBJECTIVES

- Overview of prison abstracts
- Discuss the purpose of prison abstracts
- Differentiate the various forms
- Information court clerks need to include with prison packets
- Recognize common issues and problems that court clerks receive from the Department of Corrections and Rehabilitations

INTRODUCTION TO DEATH PENALTY

This course will introduce participants to death penalty proceedings and will provide a basic understanding of the death penalty process.

*This course is 3.5 hours and CIMCE approved.

COURSE OBJECTIVES

- What is a capital case and how does it qualify as a death penalty
- Overview of the death penalty process
- Key elements and requirements during death penalty proceedings

MEET YOUR FACILITATORS

OVERVIEW OF PRISON ABSTRACTS AND INTRODUCTION OF DEATH PENALTY



ANITA MALDONADO



GINA GURROLA

Anita is the Criminal and Traffic Technical Training Specialist with the Riverside Superior Court. As the Criminal and Traffic Technical Training Specialist she develops curriculum, coordinates and instructs a variety of operational and staff enrichment training programs countywide. Anita has been employed with the Riverside Superior court for 16 years. She currently holds a degree in visual communications and sits on the executive committee as vice president for the Association of Court Trainers.

Gina is a Technical Training Specialist for Riverside Superior Court. She began her career in the Spring of 1996 and has held many positions throughout her tenure with the court. Gina currently trains staff in the areas of Juvenile and Criminal Law. She has extensive knowledge and over 15 years experience in criminal proceedings, including Death Penalty trials. During the last 5 years as a Technical Training Specialist, Gina has designed, developed, and facilitated Courtroom Assistant Academy courses, specific case type courses and numerous countywide courses. She is currently a member of the Association of Court Trainers.



CALIFORNIA COURT ASSOCIATION 2019 ANNUAL CONVENTION

SO YOU WANT TO BE A COURT INTERPRETER

This course is an introduction to the profession of court interpreting and it is intended for bilingual individuals who are considering becoming court interpreters.

***This course is 6.0 hours**

COURSE OBJECTIVES

- **Examine the profession of court interpreting and how it fits into the justice system of California**
- **Discuss the knowledge, skills, and abilities required to become a court interpreter**
- **Explain how a bilingual individual may become a certified or registered court interpreter**
- **Guide participants in analyzing their own readiness for the court interpreting profession, and suggest ways to prepare for the testing**

MEET YOUR FACILITATOR

SO YOU WANT TO BE A COURT INTERPRETER



JENNIFER DE LA CRUZ



Jennifer has worked in the California courts since 2006, when she became certified as a California Court Interpreter in the Spanish language. She earned her Bachelor of Arts in Spanish Linguistics and worked for nearly a decade as a certified medical interpreter before joining the courts. Jennifer is certified as a translator by the American Translator Association and as a court interpreter by the Administrative Office of the US District Courts. She has taught interpreting and translation courses throughout her career, most recently at UC San Diego Extension and the University of Redlands. In 2015, Jennifer joined the San Bernardino Superior Court as the Interpreter Services Supervisor and oversees the court's language access program.



CALIFORNIA COURT ASSOCIATION 2019 ANNUAL CONVENTION

EFFECTIVE PROPOSAL WRITING

*LEADERSHIP PROGRAM II – MODULE III

In an organizational setting, people write for three reasons: to inform, to evaluate, and to persuade. For each of these purposes, a structural pattern will produce the best result. This course will focus on persuasive writing.

***This course is 6.0 hours**

COURSE OBJECTIVES

- Identify and summarize the three reasons people write for an organization
- Explain the four elements of the persuasive structure – *NOSE pattern*
- Compose a proposal using the four elements of the *NOSE pattern*
- Discuss the different types of proposals written for the organization



****This course requires attendees to bring a laptop with Microsoft Word installed. Internet access will be available at no charge to each class participant.**

MEET YOUR FACILITATOR



EFFECTIVE PROPOSAL WRITING

CINDI MAYNARD

Cindi Maynard has worked since 2008 as a Leadership & Organizational Development Specialist for the Riverside Superior Court. Ms. Maynard is responsible for developing, coordinating, and implementing various court staff enrichment and leadership training programs. She has collaborated with California Judicial Council's Center for Judicial Education and Research (CJER), and various courts to develop statewide court staff curriculum. Cindi has been a member of CCA for 11 years and has served as a Director, Training & Certification Committee Chair & Co-chair, Training & Certification Committee member, and facilitated numerous CCA classes, most recently focusing on the Leadership I & Leadership II Program Modules.

Prior to the courts, Cindi's taught for the Riverside Office of Education, Riverside Unified School District, and Kamehameha Schools-Hawai'i. Cindi developed and implemented a Quality Management Systems Program for BMW North America and was a corporate trainer in the automotive industry. As you can see her passion is training.

Through the National Center for State Court's Institute of Court Management (ICM), Cindi has received ICM's Level I, Certified Court Manager, and Level II, Certified Court Executive, Certification.

Ms. Maynard holds a CA Life Time Designated Subjects Teaching Credential.



CALIFORNIA COURT ASSOCIATION 2019 ANNUAL CONVENTION

MANAGEMENT AND HR

*LEADERSHIP PROGRAM II – MODULE V

This overview course will examine the role of the Human Resources Department as a strategic partner for managers and supervisors in the court. Key functions such as retirement, employee relations, performance appraisals and labor relations will be discussed showing how they relate to the role of the court manager and supervisor. Learn how an MOU, Personnel Rules, and other HR resources can assist you and enhance your skills as a manager or supervisor.

***This course is 6.0 hours**

- **Provide an overview of Human Resource Management**
- **Expand awareness of Human Resources competencies**
- **Discuss MOU, Personnel Rules, and other HR resources for supervisors and managers**



MEET YOUR FACILITATOR

MANAGEMENT AND HR



LORRAINE BENAVIDES

Lorraine Benavides is the Human Resources Director for the Superior Court of California, County of Ventura, where she has been employed since July 1992. Ms. Benavides' expertise includes staff and curriculum development, employee relations, labor relations, and leadership coaching.

Ms. Benavides has served as an instructor for the California Judicial Council's Center for Judicial Education and Research (CJER), where she has helped to develop statewide training programs on communication, professionalism, and cultural awareness. In addition, Ms. Benavides has presented programs for the Judicial Council's Labor Relations Unit on the subject of bargaining, union communications, and presenting financial data.

Ms. Benavides is the President of the California Court Association, a non-profit organization responsible for delivering education and training for California court employees. Additional affiliations include the Association of Court Trainers and the Society of Human Resources Management (SHRM)

Ms. Benavides received her Associate's degree from Oxnard College.