

Arkansas Administrative Office of the Courts

Trial Court Administrators Conference

May 15 -16, 2025

Holiday Inn & Northwest Arkansas Convention Center
Springdale

Thursday, May 15th

10:00 – 4:30	Registration Salon D Foyer
10:00 – 4:30	Benefits Information Desk Salon D Foyer
10:00 – 4:30	Office of Research and Justice Statistics Information Desk Salon D Foyer
10:30 – 11:30	Arkansas Association of Court Management Business Meeting Salon D
12:30 – 1:00	Welcome and AOC Update Salon D <i>Marty Sullivan Director Administrative Office of the Courts</i>
1:00 – 2:00	Understanding Mental Illness: Foundations for Ethical and Trauma-Informed Court Support TCA's often serve as the first point of contact for individuals navigating some of the most challenging moments of their lives. This session will prepare attendees with a foundational understanding of mental health and mental illness, distinguishing between common traits of psychological well-being and indicators of mental distress. Special attention will be given to the most frequently encountered mental health diagnoses. Attendees will explore practical, trauma-informed strategies for ethical interactions that prioritize dignity, clarity, and compassion—regardless of a person's mental state. Participants will also leave with an enhanced toolkit of best practices and resource referrals to support individuals experiencing mental health challenges while maintaining professional boundaries and ensuring procedural fairness. Whether you're new to trauma-informed practices or seeking to deepen your ethical approach to customer care, this session offers applicable insights to strengthen your role in the courtroom and beyond. <i>Lauren Geier State CASA Director Administrative Office of the Courts</i>
2:00 – 2:15	Break
2:15 – 3:15	Access to Justice Commission & Resources for Self-Represented Litigants This session will provide an overview of the work of the Access to Justice Commission and highlight resources available to self-represented litigants. <i>Abby Brenneman Executive Director Arkansas Access to Justice Commission & Foundation</i>
3:15 – 3:30	Break

3:30 – 4:30

Best Practices for Working with Self-Represented Litigants

In this session, moderators will present real-world scenarios and questions posed by self-represented litigants and lead an interactive large-group discussion to identify and refine effective, accurate, and ethically permissible responses.

*Kristin Clark | Legal Services Division Director
Administrative Office of the Courts*

*Laura Calhoun | Staff Attorney
Administrative Office of the Courts*

4:30

Arkansas Trial Court Administrators Association Business Meeting

Friday, May 16th

7:45

Breakfast
Salon D Foyer

8:30 – 9:30

Time Management Tips & Tools
Salon D

In this session, experienced trial court administrators will identify some of the most pressing challenges they face in managing day-to-day responsibilities. Based on their experience and real-world insights, they will share practical strategies and proven methods for improving time management, prioritizing tasks, and staying productive.

*Cycle Blackmon | Trial Court Administrator
6th Judicial Circuit*

*Patrice Carey | Trial Court Administrator
6th Judicial Circuit*

*Ai Lien Draheim | Trial Court Administrator
6th Judicial District*

*Vicki Evans | Trial Court Administrator
13th Judicial Circuit*

*Karrie Goodman | Trial Court Administrator
9th East Judicial Circuit*

*LaShannon Robinson | Trial Court Administrator
6th Judicial District*

9:30 – 9:45

Break

9:45 – 10:45

Dynamics of Conflict & Tools for Resolution

Trial Court Administrators regularly interact with a wide range of professionals, making conflict an unavoidable part of the job. This session will explore the underlying dynamics of conflict in the court environment and offer practical strategies for managing and resolving disputes. Whether dealing with litigants, attorneys, colleagues, or staff from other offices, attendees will leave with concrete tools to navigate challenging interactions with greater confidence and effectiveness.

*Dr. Britteny Schrick | Associate Professor
University of Arkansas*

10:45 – 11:00

Break

11:00 – 12:00

Breakout Sessions

Salon B & C	Salon D	Salons F & G
<p>Specialty Courts</p> <p>Hon. Tom Smith <i>Circuit Judge</i> <i>19th West Judicial Circuit</i></p> <p>Claudette Daniel <i>Trial Court Administrator</i> <i>19th West Judicial Circuit</i></p> <p>Nathan McCarroll <i>Staff Attorney</i> <i>Administrative Office of the Courts</i></p>	<p>Juvenile Matters</p> <p>Cycle Blackmon <i>Trial Court Administrator</i> <i>6th Judicial Circuit</i></p> <p>Kurt Meredith <i>Staff Attorney</i> <i>Administrative Office of the Courts</i></p>	<p>New TCAs Q&A</p> <p>Vicki Evans <i>Trial Court Administrator</i> <i>13th Judicial Circuit</i></p> <p>Karrie Goodman <i>Trial Court Administrator</i> <i>9th East Judicial Circuit</i></p>

12:00 – 1:15

Lunch
Salon E

1:15 – 2:15

Breakout Sessions

Salon B & C	Salon D	Salon F & G
<p>Criminal Matters</p> <p>Trina Ferrell <i>Trial Court Administrator</i> <i>2nd Judicial District</i></p> <p>Krystal Mann <i>Staff Attorney</i> <i>Administrative Office of the Courts</i></p>	<p>Domestic Relations & Probate Matters</p> <p>Ai Lien Draheim <i>Trial Court Administrator</i> <i>6th Judicial District</i></p> <p>Jennifer Taylor <i>Judicial Education Director & ADR Coordinator</i> <i>Administrative Office of the Courts</i></p> <p>Laura Calhoun <i>Staff Attorney</i> <i>Administrative Office of the Courts</i></p>	<p>Experienced TCAs Q &A</p> <p>Patrice Carey <i>Trial Court Administrator</i> <i>6th Judicial Circuit</i></p>

2:15 – 2:30

Break

2:30 – 3:30

Courtroom and Personal Safety and Security Considerations

This session will provide practical information to help assess potential security challenges and create a more secure environment in the courtroom.

Melissa Graham | *Officer*
Supreme Court Police

3:30

Adjourn