

# City Council Meeting

## Agenda Item

### Data Sheet

**Meeting Date:** \_\_\_\_\_

**Topic:**

Assist Court Clerk Carlos Vera of the Tomball Municipal Court in Tomball TX has completed all the requirements for Level 1 of the Texas Court Clerk Certification program Awarded on 7/11/2022.

**Background:**

To qualify for this certification , a clerk must complete 40 hours of continuing education and pass a four hour exam given by TCCA a nonprofit professional association of municipal and justice courts court clerks and administrators.

**Origination:** EnterTextHere

**Recommendation:**

EnterTextHere

**Party(ies) responsible for placing this item on agenda:** Maria Morris, Court Administrator

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, specify Account Number: # \_\_\_\_\_

If no, funds will be transferred from account # \_\_\_\_\_ To account # \_\_\_\_\_

Signed _____	Approved by _____
Staff Member _____	City Manager _____
Date _____	Date _____