



**TMCA LONE STAR CHAPTER
WORKING WITH RECORDS WORKSHOP**

Wednesday, September 13, 2017

8:30 a.m. – 3:00 p.m.

Registration begins at 8:00 a.m.

The Atrium at the Granville Arts Center
300 N. 5th Street (downtown)
Garland, Texas 75040
(214) 205-2780

Early Registration Fee

\$65 first attendee

\$55 for each additional attendee

(thru August 30, 2017)

Registration Fee after August 30th

\$75 first attendee

\$65 for each additional attendee

Registration Form

CITY OF:

NAME/PHONE NUMBER OF PERSON MAKING RESERVATION

ATTENDEE NAME /EMAIL

ADDITIONAL ATTENDEE NAME /EMAIL

ADDITIONAL ATTENDEE NAME /EMAIL

ADDITIONAL ATTENDEE NAME /EMAIL

Please return this registration form and fee payable to TMCA Lone Star Chapter, Deborah Sorensen, City of Royse City, PO Box 638, Royse City, TX 75189



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| 8:00 a.m. – 8:30 a.m. | Registration & Continental Breakfast |
| 8:30 a.m. – 8:35 a.m. | Welcome |
| 8:35 a.m. – 10:15 a.m. | Records Inventory – Incorporating an e-records policy into current policy
<i>Erica Wilson-Lang, Texas State Library</i> |
| 10:15 a.m. – 10:30 a.m. | Break |
| 10:30 a.m. – 11:45 a.m. | Emergency Management – Records Recovery
<i>Karen Adkins, City of McKinney</i> |
| 11:45 a.m. – 12:45 p.m. | Lunch |
| 12:45 p.m. – 1:00 p.m. | Vendor Introductions |
| 1:00 p.m. – 2:00 p.m. | Police Records Presentation
<i>Tamara Smith, Attorney with Texas Attorney General</i> |
| 2:00 p.m. – 3:00 p.m. | Public Information Costs Estimates
<i>Tamara Smith, Attorney with Texas Attorney General</i> |

Please don't forget to visit our vendors.