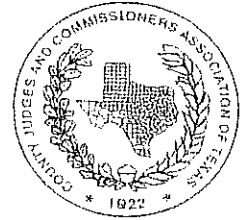


**COUNTY JUDGES & COMMISSIONERS
ASSOCIATION OF TEXAS
402 WEST 12TH STREET
AUSTIN, TEXAS 78701**

800-733-0699
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EDUCATION COMMITTEE:

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Judge, Polk County
101 W. Church Street
Livingston, Texas 77351
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(936) 327-6891 – Fax

March 7, 2012

Dear County Commissioner:

Enclosed is a copy of your 2011 mandatory Continuing Education transcript. Our records show that you have completed the required 16-hour annual continuing education requirement as codified in Section 81.0025, Local Government Code; therefore you will also find enclosed a **Certificate of Completion** confirming that you satisfied this requirement in 2011. This certificate is prepared from attendance records provided by the sponsors of approved continuing education programs.

Many of you are also progressing toward completion of the Commissioners Court Advanced Curriculum (CCAC) Program, a voluntary, 64-credit course of advanced training in county government. We expect to award several of these certificates in October, 2012, at our annual conference in San Marcos, Texas.

Your CCAC transcript is also attached and reflects CCAC courses attended through the end of 2011 *. Courses in Phase II and III are offered annually at the V.G. Young Conference, the Regional Conferences, and the State Conference. Phase I may only be earned by attending the LBJ School seminar: Governing Texas Counties for Newly Elected Officials, and the next opportunity will be in 2013. If you participate in the CCAC program, you must meet the requirements of the program to earn the certificate of completion, as follows: 16 credits in Phase I, 16 credits in Phase II, and 32 credits in Phase III, totaling 64 credits.

The education records are stored on the servers at the Texas Association of Counties and may be subject to the Public Information Act. The following disclaimer has been added to the Commissioners Continuing Education Transcript:

Because continuing education sponsors are not required by law to report attendance to the Association, this transcript may not be a complete list of continuing education hours earned by the commissioner for this calendar year.

If you have any questions about our continuing education program, please call Andrea Beard in Jim Allison's office at 1-800-733-0699. Thank you for your participation in our state association and congratulations on your educational achievement.

Sincerely,

Debbie G. Ingalsbe, President
County Judges & Commissioners Association
of Texas

* If you have already completed the CCAC program, your transcript will not be included in this mailing.

**COUNTY JUDGES AND COMMISSIONERS
ASSOCIATION OF TEXAS**
County Commissioner Continuing Education Transcript
Reporting Period: 1/1/ 2011- 12/31/2011

Honorable Lisa Birkman
Williamson County Commissioner, Pct.1
1801 Old Settlers Blvd Ste 110
Round Rock, TX 78681

Term:
6/8/2004 - 12/31/2012

Phone: (512) 733-5380
Fax: (512) 733-5384

Last 4 digits of SSN
3577

01/01/2011	Excess hours carried from prior period	0.25
04/08/2011	County Management Institute	11.00
06/09/2011	CUC Legislative Update Series	6.00
08/26/2011	TAC Post Legislative Conference	12.00

Total Hours Earned: 29.25

You have met your 2011 Commissioner Statutory Continuing Education requirement.

You will carry forward 8.00 hours to the next reporting period.

See Statute: Section 81.0025 Continuing Education, Local Government Code

Because continuing education sponsors are not required by law to report attendance to the Association, this transcript may not be a complete list of continuing education hours earned by the commissioner for this calendar year.

COUNTY JUDGES & COMMISSIONERS ASSOCIATION OF TEXAS

COMMISSIONERS EDUCATION CERTIFICATE OF COMPLETION

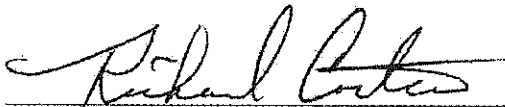
This is to certify that

Lisa Birkman

Williamson County Commissioner

*has successfully completed the continuing education
provisions of Article 81.0025 of the
Texas Local Government Code*

2011



Richard Cortese, Chairman
Commissioners Education Committee



Debbie G. Ingalsbe, President
County Judges and Commissioners
Association of Texas

COUNTY JUDGES AND COMMISSIONERS ASSOCIATION OF TEXAS

COMMISSIONERS COURT ADVANCED CURRICULUM LIST OF COURSES NOT YET TAKEN

Name: Honorable Lisa Birkman

SSN: 3577

County: Williamson County

Term: 06/08/2004 - 12/31/2012

Office: Commissioner, Pct.1

Enrollment: 01/01/2004

The following is a list of CCAC Courses that you have not yet attended. Please use this list to choose the appropriate courses to attend in order to complete a phase.

Course ID	Course Title
<hr/>	
Phase I	Required: 16 Credits Earned to Date: 12 Credits Needed: 4
<hr/>	
Phase II	Required: 16 Credits Earned to Date: 0 Credits Needed: 16
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2.001	County Judge
2.002	County Commissioner
2.003	County Clerk
2.004	District Clerk
2.005	County Treasurer
2.006	County Tax Assessor-Collector
2.007	County Sheriff
2.008	County Attorney
2.009	District Attorney
2.010	Justice of the Peace
2.011	Constable
2.012	County Auditor
2.013	County Health Officer
2.014	Extension Service
2.015	Juvenile Probation Officer
2.016	Community Supervision and Corrections Department
2.017	County Court at Law Judge
2.018	District Judge
<hr/>	
Phase III	Required: 32 Credits Earned to Date: 0 Credits Needed: 32
<hr/>	
3.001	Open Meetings Act
3.002	Commissions and Committees
3.003	Law Making
3.004	Regulations and Legal Issues
3.005	Justice System
3.006	Personnel Policies
3.007	Civil Rights Issues
3.008	Physical and Mental Health Issues

COUNTY JUDGES AND COMMISSIONERS ASSOCIATION OF TEXAS

COMMISSIONERS COURT ADVANCED CURRICULUM LIST OF COURSES NOT YET TAKEN

Name: Honorable Lisa Birkman

SSN: 3577

County: Williamson County

Term: 06/08/2004 - 12/31/2012

Office: Commissioner, Pct.1

Enrollment: 01/01/2004

The following is a list of CCAC Courses that you have not yet attended. Please use this list to choose the appropriate courses to attend in order to complete a phase.

	Course ID	Course Title
Phase III	Required: 32	Credits Earned to Date: 0
		Credits Needed: 32
	3.009	Juvenile Justice System
	3.010	Building Better Relations
	3.011	Councils of Governments
	3.012	Interlocal Agreements
	3.013	Working With the Legislature
	3.014	Specialized Districts
	3.015	Effective Meetings - Parliamentary Procedure
	3.016	County Roads
	3.017	Public Information Act
	3.018	Environmental Issues
	3.019	Subdivision Regulations
	4.001	Bonds and Certificates of Obligation
	4.002	Personnel Policy: Payroll
	4.003	County Investment Policies
	4.004	County Purchasing
	4.005	Purchasing Applications
	4.006	Fees and Revenues
	4.007	Basic Taxation
	4.008	County Tax Rate
	4.009	Financial Accounting: Basics
	4.010	Financial Accounting: Investments
	4.011	Budgeting
	4.012	Personnel: County Retirement
	4.013	Risk Management: Safety Issues
	4.014	Ethics
	4.015	Records Management
	4.016	Leadership - Team Building
	4.017	Phones - Communications
	4.018	Terrorism Prevention
	4.019	Voting Machine Issues
	4.020	Negotiating Technology Contracts
	4.021	Strategic Planning
	4.022	Internet
	4.023	Grantseeking

COUNTY JUDGES AND COMMISSIONERS
ASSOCIATION OF TEXAS

**COMMISSIONERS COURT ADVANCED CURRICULUM
LIST OF COURSES NOT YET TAKEN**

Name: Honorable Lisa Birkman

SSN: 3577

County: Williamson County

Term: 06/08/2004 - 12/31/2012

Office: Commissioner, Pct.1

Enrollment: 01/01/2004

The following is a list of CCAC Courses that you have not yet attended. Please use this list to choose the appropriate courses to attend in order to complete a phase.

	Course ID	Course Title	
Phase III	Required: 32	Credits Earned to Date: 0	Credits Needed: 32
	4.024	Redistricting	

CCAC Program Status			
	Required	Earned	Status
Phase I	16	12	4 credits needed
Phase II	16	0	16 credits needed
Phase III	32	0	32 credits needed
	<u>64</u>	<u>12</u>	

COUNTY JUDGES AND COMMISSIONERS
ASSOCIATION OF TEXAS

COMMISSIONERS COURT ADVANCED CURRICULUM
TRANSCRIPT

Name: Honorable Lisa Birkman

SSN: 3577

County: Williamson County

Term: 06/08/2004 - 12/31/2012

Office: Commissioner, Pct. 1

Enrollment: 01/01/2004

Course ID	Course Title	Credits Earned	Date
<hr/>			
	Phase I	Required: 16.00	Credits Earned to Date: 12
<hr/>			
1.001	Governing Texas Counties	12	01/21/2005

Total Credits Earned: 12

CCAC Program Status			
	Required	Earned	Status
Phase I	16	12	4.00 credits needed
Phase II	16	0	16.00 credits needed
Phase III	32	0	32.00 credits needed
	<hr/>	<hr/>	
	64	12	