



Council of Accountability Court Judges

Chief Judge D. Scott Smith
Executive Committee Chair
Cherokee Judicial Circuit

Taylor Jones
Executive Director

DUI Court Operational Tune – Up Training: Registration

Due to team trainings being highly interactive and focuses on group decision-making and consensus, the training experience will be enhanced by the attendance of the entire Accountability Court team.

Each team member role, listed below, must have one member present during the length of the **2-day** training. Due to venue capacity, teams may only bring up to 8 members from each court. Please provide the last name of the designated team member for this training.

- | | |
|--|-------|
| <input type="checkbox"/> Judge | _____ |
| <input type="checkbox"/> Prosecutor | _____ |
| <input type="checkbox"/> Coordinator | _____ |
| <input type="checkbox"/> Treatment Provider | _____ |
| <input type="checkbox"/> Defense Attorney | _____ |
| <input type="checkbox"/> Law Enforcement Officer | _____ |
| <input type="checkbox"/> Probation Officer | _____ |
| <input type="checkbox"/> Case Manager/ Evaluator (or another role) | _____ |

The court coordinator will be primary point of contact and will be responsible for registering each team member, arranging for team member's travels, and completing all registration and pre - training requirements before deadlines.

By signing and dating below, you are agreeing to the following:

- Ensuring that all team members can attend each full day of the training
- Complete any pre- training requirements requested within timeline
 - Registration of each team member
 - Reserving lodging accommodations (if applicable) before deadline
- Confirming that the DUI Court has been operational for at three least years and has not received any team training during that time.

Coordinator:

Date:

This memorandum must be signed and dated by the accountability court coordinator and returned via the CACJ website, registration link by September 3, 2021, to be considered for the training. Remember, only so many courts will be selected for the training, a confirmation to registration will be sent out via e-mail by September 17, 2021.