



TAX ASSESSOR-COLLECTOR  
CONTINUING EDUCATION TRANSCRIPT  
Reporting Period: 1/1/2017 - 12/31/2017

FILED  
TERRI ROSS  
COUNTY CLERK  
2018 JAN 31 AM 9:31  
UPSHUR COUNTY, TX  
2408889  
DEPUTY

Hon. Luana Howell  
Tax Assessor Collector  
Upshur County  
215 N Titus St  
Gilmer, TX 75644

ID: 2408889  
Phone: (903) 843-3085  
Fax: (903) 843-3083  
Enrollment Date: 01/01/2017

<u>Date</u>	<u>Course</u>	<u>Units</u>
01/01/2017	Completed Ethics for County Tax Assessor-Collector on 5/12/2016	0.00
01/01/2017	Completed New Tax Assessor-Collector Orientation on 11/14/2016	0.00
01/01/2017	Texas Open Meetings Act	1.00
01/02/2017	Property Tax Professional Ethics	1.00
01/02/2017	Property Tax Professionals Code of Ethics	1.00
01/19/2017	AG -Open Meetings Act	1.00
01/20/2017	AG -Public Information Act	1.00
02/13/2017	Intro to Property Tax Administration	20.00
02/15/2017	Intro to Property Tax Appraisal	20.00
02/21/2017	Customer Service	1.00
02/21/2017	Voter Registration & Chapter 19 Funds	1.00
03/03/2017	March ACT Webinar	1.00
03/13/2017	Property Tax Assessments and Collections	26.00
03/31/2017	FMLA: What Every Employer Needs to Know	1.00
03/31/2017	Accounting in the Tax Office	2.00
03/31/2017	FMLA: What Every Employer Needs to Know	1.00
04/18/2017	FLSA, USERRA, & Sexual Harassment	1.00
04/18/2017	Personnel Management in the Public Sector	2.00
04/18/2017	Manufactured Housing & Boat Titling and Registration	1.00
06/04/2017	Tax Assessor-Collector Association Conference	14.25
09/07/2017	85th Legislative State Laws and Rules Update	2.00
11/14/2017	VG Young School for Tax Assessor-Collectors	13.00

**Total Hours for year: 111.25**

SB546 of the 83rd Regular Legislative Session requires a County Tax Assessor-Collector to successfully complete 20 hours of continuing education annually. Up to 10 additional hours, over the required 20, will be carried forward into the next reporting period. This transcript/certificate is evidence of compliance with Texas Property Tax Code Section 6.231(d,) and must be filed for record with Commissioners Court.

12/13/2017

Please contact the Tax Assessor-Collectors Association Director of Education by email @ roving@brazoria-county.com with any questions.



# Tax Assessor-Collector Association Professional County Collector Maintenance

Ms. Fonda Leonard  
Chief Deputy  
Upshur County  
215 Titus St  
Gilmer, TX 75644-1924

ID: 237851  
Phone: (903) 843-3085  
Fax: (903) 843-3083  
Program Start: 01/01/2017  
Program End: 12/31/2017


In order to retain this designation, the TACA Associate member must earn 10 Continuing Education Hours annually. A maximum of 5 hours may be carried forward if you earn more than the required 10.

<u>Date</u>	<u>Course Title</u>	<u>Units</u>
01/01/2017	Excess hours carried from 2016	5.00
03/03/2017	March ACT Webinar	1.00
04/27/2017	ACT Webinar: Leins Processing	1.00
06/04/2017	Tax Assessor-Collector Association Conference	16.75
06/08/2017	Budget Planning at TACA Conference	0.00
06/21/2017	2017 ACT User Conference	13.50
07/09/2017	Motor Vehicle Sales Tax & Fee Collectionss	1.00
07/18/2017	FLSA, USERRA, & Sexual Harassment	1.00
08/15/2017	Trailer Titling and Travel Trailers Webinar	1.00
09/07/2017	85th Legislative State Laws and Rules Update	2.00

**Total Hours for Year: 42.25**

**You have met your continuing education requirements for the  
period ending 12/31/2017.**

You may carry forward 5.00 hours to the next reporting period.

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