

Contested Hearings: Essentials for Clerks

July 18-19, 2017

Tuesday, July 18

8:30 am	Check-in, Room 2401	
9:00 am	Welcome and Introductions Meredith Smith, UNC School of Government	
9:15 am	The Authority of the Clerk Meredith Smith	30 min.
9:45 am	Hearing Basics Ann Anderson, UNC School of Government	30 min.
10:15 am	Break	
10:30 am	Ex Parte Communications; Establishing Control in the Courtroom Meredith Smith	45 min.
11:15 am	Evidence Essentials Ann Anderson	60 min.
12:15 pm	Lunch at the School of Government	
1:00 pm	Putting It All Together: Drafting a Solid Order Ann Anderson	60 min.
2:00 pm	Break	
2:15 pm	Putting It All Together: Drafting a Solid Order – continued	60 min.



3:15 pm	Break	
3:30 pm	Unrepresented Litigants Ann Anderson	30 min.
4:00 pm	Contempt Meredith Smith	30 min.
4:30 pm	Adjourn	

Wednesday, July 19

8:30 am	Are We Fair Yet? (ethics) Jim Drennan (retired), UNC School of Government	120 min.
10:30 am	Break	
10:40 am	Practical Advice from the Bench Meredith Smith, UNC School of Government, Moderator Bill Burlington, Retired Assistant Clerk of Superior Court, Wake County Sam Cooper, Clerk of Superior Court, Chatham County Johanna Finkelstein, Assistant Clerk of Court, Buncombe County	60 min.
11:40 am	Legal Research and Rendering a Decision Meredith Smith	75 min.
12:55 pm	Lunch at the School of Government	
1:30 pm	Mock Hearing Meredith Smith and Ann Anderson	120 min.
3:30 pm	Adjourn	

This course has been approved by the NC State Bar for the following credit hours:

General Credit	10.00
Ethics	2.00
Total CLE Hours:	12.00