



# FEDERAL JUDICIAL ASSISTANTS ASSOCIATION

www.fjaa.net

April 21, 2025

Dear Judicial Assistants, Paralegals, Law Clerks, Courtroom Clerks, etc.,

The Educational Conference Committee has been working diligently to bring you another outstanding Annual Educational Conference this year. They are excited to announce that **registration is now open!**

I strongly encourage you to submit your funding request to your Chief Judge—or your approving authority—as soon as possible. Early approvals and registrations will help us get an accurate headcount and allow the Conference Committee to move forward with planning confidently. If your registration will be delayed, please notify Debby Sawyer, President-Elect and Conference Chair, of your intent to attend so her team can plan accordingly.

## Conference Details & Important Dates:

- Registration Fee: \$459 for members | \$359 for retirees
- What's Included: Thursday's welcome reception, Friday & Saturday breakfast, Saturday evening banquet, and all conference materials
- **Registration Deadline: July 31, 2025**
- **Cancellation Policy:**
  - 50% cancellation fee from **August 1-31, 2025**
  - No refunds after **September 1, 2025**
- Hotel Information:
  - Hotel reservation link will be provided upon registration
  - Attendees are responsible for making their own hotel reservations
  - **Room block closes August 20, 2025**
  - Nightly rate: \$215 plus applicable taxes and fees

Please note that there will be no optional Friday night event this year, as we want to give everyone a chance to explore and enjoy beautiful Denver on your own schedule. However, in the spirit of our monthly "Coffee Hour with the President," I'll be hosting a "Social Hour with the President" on Friday evening, September 12. I look forward to connecting with many of you there—details to follow!

Thank you for your continued commitment to the FJAA. I truly hope to see you in Denver for what promises to be an engaging and memorable conference.

Warm Regards,

*Yvette Garcia*

Yvette Garcia, FJAA President

### OFFICERS

**PRESIDENT**  
**Yvette Garcia**  
Tucson, AZ

**PRESIDENT-ELECT**  
**Debby Sawyer**  
Nashville, TN

**VICE PRESIDENT**  
**Gabriela Ma**  
Tucson, AZ

**SECRETARY**  
**Elizabeth Douglas**  
Washington, D.C.

**TREASURER**  
**Melissa Hardin**  
Madison, WI

**PAST PRESIDENT**  
**Bernita Henley**  
Memphis, TN

**PARLIAMENTARIAN**  
**Katia Rios**  
New York, NY

### CIRCUIT REPRESENTATIVES

**FIRST CIRCUIT**  
**Christie Piche**  
Portland, ME

**SECOND CIRCUIT**  
**Michele Czarnecki**  
New Haven, CT

**THIRD CIRCUIT**  
**Iris Liriano**  
Newark, NJ

**FOURTH CIRCUIT**  
**Lena Tapscott**  
Charleston, SC

**FIFTH CIRCUIT**  
**Missy Guillot**  
New Orleans, LA

**SIXTH CIRCUIT**  
**Rebecca Santoro**  
Cincinnati, OH

**SEVENTH CIRCUIT**  
**Whitney Gingrich**  
Peoria, IL

**EIGHTH CIRCUIT**  
**Karen Moldenhauer**  
Minneapolis, MN

**NINTH CIRCUIT**  
**Suzanne Lofton**  
Honolulu, HI

**TENTH CIRCUIT**  
**Jaime Escudero**  
Denver, CO

**ELEVENTH CIRCUIT**  
**Sandra de Varona**  
Miami, FL

**D.C./FEDERAL CIRCUIT/CIT/CFC**  
**Isabel M. Armstrong**  
Washington, DC