

THE OACA INQUIRER

Summer 2013

OHIO ASSOCIATION FOR COURT ADMINISTRATION, INC.



Supreme Court of Ohio

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2013 Fall Conference Preview

The 2013 Fall Conference will be October 15-18, in conjunction with the SuperMeeting on October 17, at the Doubletree Worthington in Columbus, Ohio. The conference will include a Vendor Show on October 16, along with presentations on news media and the courts. Also, in the continued celebration of our 40th Anniversary, we will welcome back and honor several of our past presidents during our 70's-themed Casino Night event that will benefit the Chief Justice Moyer Legacy Fund.

More details and conference registration forms will be posted on the site soon. For more information regarding conference schedules and registration, please contact the OACA at 1-877-257-6222.

ABOUT OACA

The Ohio Association for Court Administration is a professional organization of court managers who are committed to excellence. The association was established in 1973, and the current membership consists of 231 members from all Ohio court jurisdictions, as well as members of court-related agencies. OACA is a member organization of the National Association for Court Management.

OACA Goals:

- Enhance professional development
- Encourage solidarity
- Improve administration of justice
- Provide legislative and policy updates
- Encourage diversity
- Anticipate and meet the challenges
- Provide conferences with quality education

OACA Member Benefits:

- Member newsletters
- Association website
- Legislative and policy updates
- Conferences
- Networking
- Mentor programs
- CEU and CLE opportunities
- Scholarship programs

*Upcoming
OACA Conferences:*

*October 15-18, 2013
DoubleTree Worthington,
Columbus*

*May 13-16, 2014
Crowne Plaza North, Columbus*

SUMMER 2013 NEWSLETTER

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Newsletter designed by:

Lindsey Schmitz

The Supreme Court of Ohio
Judicial College

Message From OACA's President



Greetings Esteemed Colleagues!

I hope that our Summer Newsletter finds you all well and gearing up for summer fun.

I wanted to again thank all that attended the Spring Conference and helped make it such a success. For those who were unable to attend I encourage you to browse the materials from the conference in the Members Only section of the [OACA website](#). A recap of our education sessions, as well as photos of our time spent at the Ohio State Reformatory and Shawshank Supper are throughout this newsletter. Also, the winners of our President's Award are featured on page 6.

On April 10, 2013, OACA co-hosted the Ohio Justice Alliance for Community Corrections (OJACC) Legislative Reception at the Ohio Statehouse Atrium in Columbus. Photos and details of this event are on page 10.

Looking forward to the fall, our Fall Conference this year will be held in conjunction with the SuperMeeting, which will be presented by the Supreme Court of Ohio Judicial College. Our conference takes place on October 15-18, 2013 at the Doubletree Worthington with the SuperMeeting on October 17. Our Fall Conference will include a Vendor Show on October 16 along with presentations on news media and the courts. Also, in the continued celebration of our 40th Anniversary, we will welcome back and honor several of our past presidents during our 70's-themed Casino Night event that will benefit the Chief Justice Moyer Legacy Fund.

In May 2014, OACA will embark in a pilot venture with the Ohio Judicial Conference (OJC) and the Ohio Clerk of Courts Association (OCCA) for our Spring 2014 Conference. The 2014 OACA Spring Conference and the OCCA Spring Conference will be held in conjunction with

the OJC Tech Conference on May 13-16, 2014. In addition to our regular conference format, members of all three associations will attend the technology show and tech-related educational sessions on May 15, 2014. It is anticipated that nearly 50 local, national and multi-national vendors will be present for the event.

I'd also like to mention that applications for the Chief Justice Thomas J. Moyer Memorial Scholarship Fund are being accepted until September 13, 2013. The nomination and application forms can be found under the Scholarship tab on the OACA website. This \$1,000 scholarship is awarded annually to an OACA member for use at court administration or judiciary-related education or professional development opportunity. The scholarship will be awarded during the Business Meeting at the Fall Conference.

Finally, I wanted to share that the Association will soon begin the process of nominating officers for the Board for 2014. I'd like to encourage any member that has interest in becoming more involved to complete a nomination form that will be posted on our website. I will soon begin my vigorous campaign for the position of past president and would appreciate your support. I am Michael Kochera and I've approved this message. Paid for by the Campaign to Elect Elizabeth Stephenson for President of OACA. As the immediate past president of our association, Sylvia Argento will chair the Nomination Committee and present a slate of nominees to the membership during the Fall Conference Business Meeting. The new officers will be sworn in by Supreme Court of Ohio Chief Justice Maureen O'Connor.

Until we meet again, I wish you all a safe and enjoyable summer and look forward to seeing you in the fall!

Michael Kochera
OACA President

Members of the 2013 Executive Committee



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Behind the Scenes: KUDOS to all the hard work from OACA'S committee chairs and members!

Administrative Support

Bennett Manning, Chair
Sylvia Argento
Lori Clune
Greg Popovich
Kimberly Switzer
Ken Teleis
Tammy Wurthmann

Archival/Historian

Tammy Wurthmann, Chair
Sylvia Argento
Melinda Cooper
Cheri Shaw

By-Laws/Code of Regulations

Bennett Manning, Chair
Linda Lovelace
Elizabeth Stephenson

Communications

Ken Teleis, Chair
Berlin Carroll
George Denney
Paula Houston
Tim Lubbe
Ed McNachtan
Elizabeth Stephenson

Education

Melinda Cooper and Don Colby, Co-Chairs
Juanita Bryant
Don Colby
Carrie Connelly
Regina Daniel
George Denney
James Fox
Jason Hill
Angie House
Robin Lehman
Bennett Manning
Theresa McNea
Marc Warner

Finance

Tim Lubbe, Chair
Andrew Bauer
Don Colby
John Homolak
Ken Teleis

Legislative

Tim Lubbe, Chair
Jo Ellen Cline, *ex officio*
Stephanie Hess
Michael Kochera

Membership

Atiba Jones, Chair
Dawn Bailey
Katherine Curfman
Lori Henry
Penny McGuire
Mike Negray
Stephanie Nelson
Tasha Ruth
Cheri Shaw
Tammy Wurthmann

Mentor Orientation

Susan Sweeney, Chair
Sylvia Argento
Jean Atkin
Andrew Bauer

Nominating

Sylvia Argento, Chair
Elizabeth Stephenson

Vendor Show

Ken Teleis, Chair
Kathleen Hanners
Paula Houston

We Want You!

If you are interested in serving on a committee, please let the chair of that committee know.

OACA Spring Conference: Memory Magic

Presenters: Paul Mellor

By Melinda S. Cooper, Court Administrator/Magistrate, Fifth District Court of Appeals and Bennett A. Manning, Court Administrator/Magistrate, Twelfth District Court of Appeals

If you could take a pill to improve your memory, would you? Mr. Paul Mellor provided a way to improve our memory without a pill, offering several techniques to remember different types of information. Mr. Mellor acknowledged that this is like learning a new sport. It is awkward at first but we can get used to doing it and then it becomes easy. Practice is important to learn to use these techniques quickly and smoothly.

How to Remember Lists or Other Bits of Information:

Mr. Mellor explained how our mind needs an anchor to attach a memory to and if we remember the anchor, we will remember the information attached to it. Think about how a photograph, a song, or an object helps us remember. He suggested we use our mind and imagination to visually connect the information to the anchor with action and exaggeration. The

more action the better. He rattled off a long list of words that we provided. It seemed impossible at first, but we used his techniques and we could remember the list. Mr. Mellor told us that if we put some effort into it, we could create preset "anchors" and repeatedly use them to remember items faster and more easily with less thought. The anchors he suggested that we use were a familiar series of objects like items in your kitchen or parts of the body.

Mr. Mellor was adamant that we never, ever try to remember more than two things at a time. He suggested we connect items to each other, in a string. That way our minds can go from one thing, to another and then to the next, never needing to remember more than two things at a time. For example, Mr. Mellor provided a list of unrelated items linking the word "egg" to the words "boysenberry pie." He demonstrated how it was possible to remember 17 interim objects or phrases by simply linking one to another. He suggested that we can also make a story that uses the key words—either to remember a word itself or as a trigger to remind you of the concept you want to remember.

How to Remember Numbers:

Mr. Mellor compiled a list of 32 numbers, randomly collected from the audience. Numbers are hard to visualize and not active or imaginative. In moments, he had the list memorized! He could go backwards, forwards, every other number and recite the numbers. Amazing.

Mr. Mellor told us his secret. In short, he used a phonetic number system, where each number is associated with a phonetic sound, and



Court Administrator Tim Lubbe and Presenter Paul Mellor

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changed the numbers into words. Once again, he never tried to remember more than two things at a time. Once the numbers were turned into sounds, he used words with those phonetic sounds to turn the numbers into words. Then, using the techniques above to remember words, he remembered the list of numbers. For example, the zip code for San Francisco is 94105 and that number can be translated into the word "Pretzel." Then, we visualized a pretzel wrapped around the Golden Gate Bridge. That way we could remember the zip code for San Francisco.

How to remember a name:

When we meet people we are often thinking about what we will say, how we are coming off—basically we are thinking about ourselves, not the person we are meeting. To remember their name, we need to focus on them instead of ourselves. Concentrate on them. Really concentrate! Make them the most important thing at that point in time.

Here are more specific tips to help you remember a person's name:

1. Look at them as they say their name.
2. Make sure you understand their name.
3. Say their name back to them. Make it the first word you say in response. For example, say "Lori, nice to meet you." Do not say "Nice to meet you Lori."
4. Say the name to yourself 3 times in your head. (If you say it out loud 3 times, people may think you are a bit off!)
5. Associate the name to something else. For example, if the name is "Rose," associate it with the flower and see a big red rose in her hair, or if the name is Jason, see a blue jay sitting on his shoulder.
6. Focus and notice something special about them. Be visual. Do they have great hair, a beard, a funny nose?
7. Try to control the situation so that you do not meet everyone at the same time, fast. You need time to process the names.
8. Mr. Mellor suggested we take it a step further and create standard pictures for common names so we can associate that picture with that person. For example, you can choose to always associate the name "Jim" with a picture of throwing barbells at that person or if you meet someone named "Joe" you can choose to always picture a cup of coffee (a cup of Joe) being thrown at that person.

Mr. Mellor had a few simple suggestions to make our lives easier. Always try to keep things in the same place, such as putting your keys in the same place. Use physical reminders, such as putting the book you need to take with your coat or put a pair of reading glasses (that you always lose) in each room. He suggested that when we put something somewhere, imagine the image of throwing them at or in the anchor item. In this case, the anchor is the place we put the item. For example, if we put the keys near the microwave, imagine throwing them in the microwave or if you place them on the table, imagine the table covered in keys.

There is just one last thing to mention: we were amazed at what we could do by the end of the day.

If you want to study Mr. Mellor's techniques, you will find them in his book entitled "Memory! How To Remember Anything."

OACA Spring Conference: From Data Deluge to Loving Life Again

Presenters: Roger Hall, Ph.D.

By George H. Denney, Court Administrator, Youngstown Municipal Court

There is a business psychologist in Ohio who has a five-second answer to the age-old question of how to lose weight: "Eat less and exercise," said Roger Hall, Ph.D.

Over simplification? Perhaps. Information overload? Definitely not.

Speaking to members of the Ohio Association for Court Administration at the Mohican Lodge and Conference Center in Perrysville May 10, Dr. Hall began his presentation "From Data Deluge to Loving Life Again" with the five-second answer to losing weight. No books, no long-lasting formulas and high-priced programs to follow.

"The hard part is to monitor and manage your thinking," he said. "You need mental discipline."

Dr. Hall's work focuses on helping people better manage their lives. In everything we do, monitoring and managing our way of thinking is key, he said. Best practices come from thoughts and beliefs. Thoughts change behaviors that lead to good results.

Dr. Hall, noting that being a business psychologist is a "fancy way of saying I work with groups like yours to improve performance," carefully

mapped the clinical process for how and why the brain works the way it does, but used anecdotal references to everyday life, such as racing against other shoppers in grocery store lines, to highlight how stress develops and affects our actions and our health.

Court managers are hired to make decisions, but "data smog" interferes with the ability to make those decisions, he said. The ever-increasing complexity of society, number of choices, sense of urgency and information access interferes with the ability to make important decisions because we feel we must deal with all the data encountered in a day, he added.

"At the end of the day, we reach decisional overload and the quality of decision-making goes down," Dr. Hall said.

With practice, a person's ability to deal with stress improves, he said, encouraging listeners to "sift the trash" by sorting email, limiting time spent analyzing information and managing time to better pursue priorities.

Dr. Hall is a consulting psychologist who enjoys evenings at home watching movies and sharing a big tub of popcorn with his family.

Ohio Judicial College Staff Recognized

In its 40th year, the Ohio Association for Court Administration created the President's Award to recognize outstanding service and/ or significant contributions to OACA, court administration, and the judiciary. Four Ohio Supreme Court Judicial College employees received the inaugural award in May at OACA's spring conference. Education Program Manager Margaret Allen, Education Program Assistant Lindsey Schmitz, Education Services Specialist Sara Stiffler, and Education Services Specialist Katrina Webb were recognized for their continued individual efforts and collective accomplishments in assisting OACA in the planning, coordination, and management of OACA events.



OACA award recipients (pictured from left to right): Margaret Allen, Lindsey Schmitz, Sara Stiffler and Katrina Webb.

Article from <http://www.courtnewsOhio.gov/CNOReview/2013/June2013.pdf>

Get to Know OACA At-Large Representative, Tammy Wurthmann Court Administrator, Richmond County Common Pleas Court



How did you first get involved in with OACA and/or the judicial branch?

After completing my paralegal and bachelor degrees, my first job in the judicial branch was as a legal assistant in a law firm. From there I went to work as a deputy clerk at the municipal court, then a trainer for CourtView, returned to Richland County as a legal assistant in the Richland County Common Pleas Court, and in 2005 became the Court Administrator for Judge James D. Henson. I became involved with OACA at the suggestion of the court administrator I replaced and have found OACA to be one of the most valuable resources available.

What is your favorite journey/vacation?

When my dad turned 65 I took him on a trip that started in Las Vegas, went through Zion National Park, Capital Reef National Park, Canyonlands National Park, Bryce Canyon National Park, Arches National Park and the Grand Canyon. We put a couple thousand miles on a rental car and loved every minute of it.

Who has been the greatest influence on you?

My father. He is loving, funny, honest, hard working and has been there for me in every way.

If you could be or do anything else—what?

I love to cook (and especially for others) so I would like to be a chef.

If you could have dinner with three famous people from history, who would they be?

Abraham Lincoln, Margaret Thatcher and George Clooney (every table needs some eye candy).

What one word would you use to describe yourself?

Entertaining.

What one word would your friends use to describe you?

Earthy – I did a survey, this was the PG answer.

What might someone be surprised to know about you?

I worked construction one summer when I was in college. I drove a dump truck and operated a jack hammer.

What is your most treasured possession?

A locket my Grandpa Wurthmann gave my Grandma Wurthmann when they were dating. It contains a picture of each of them.

What is your motto or life mission (or simply words you live by or that mean a lot to you)?

Don't call me Shirley...

What do you like most about your job? What do you like least?

I enjoy the challenge and diversity of my job. I supervise several staff, am responsible for HR, budgeting, case management, draft pleadings and preside over the initial civil pretrials. No two days are the same.

OACA Member Penny McGuire Retires

Congratulations to Penny McGuire of the Preble County Probate Court on her recent retirement. Penny has served as a facilitator for the Probate Concurrent Session for the OACA Spring and Fall Conferences for several years and has been a member of OACA since 2001.



Get to Know OACA At-Large Representative and Membership Chair, Atiba Jones Executive Director, Franklin County Common Pleas Court



How did you first get involved in with OACA and/or the judicial branch?

I began working for the court nine years ago. Prior to working in this field most of my experience was in social services. At that time my most relevant judicial branch experience was working for an agency where I supervised cases involved with the juvenile and domestic branch of the court. I developed a relationship with Judge Yvette McGee Brown, who eventually left the bench to work for Children’s Hospital. After a couple of years I accepted a position as the executive director of Prevent Child Abuse Ohio at Children’s Hospital, where I worked under the direction of Yvette McGee Brown. She encouraged me to pursue the position with Franklin County Common Pleas Court.

Immediately following my hire, I looked to join organizations that would allow me to network and interact with administrators within the judicial branch. OACA was and still remains a great resource for court administrators. In addition to the conferences that provide valuable training, I have benefited from the networking a great deal.

What is your position, how long have you been in it and how many people do you supervise? What departments are you responsible for?

I have worked as Executive Director for nine years. I am responsible for the overall administration and management of court operations as directed by the judges. I oversee the administrative activities of the Finance and Purchasing Department, Information and Technology Department, Human Resources and Training Department, Adult Probation Department, and Court Support Services, which consist of the Jury Commission and Case Assignment Office. We have about 240 employees within our division.

What do you like most about your job? What do you like least?

Mostly, I like the fact that there is always something challenging happening at the court. Although the economic climate has been stressful over the past few years, we have managed to make some major accomplishments. We constructed a new courthouse, which was an initiative that spanned over five years. We are currently finalizing our e-Filing project, which consisted of the civil and criminal dockets.

What I like least about my job is that it takes such a long time to accomplish goals. Having worked in the private sector, the public sector has so many regulations and requirements that even small task can sometimes take a great deal of time. There is typically a political element to important projects, and the goals can often be lost to certain agendas. In addition to 17 judges within our court, I also have to manage the personalities of other elected officials who impact the court. In a sense this is bittersweet, because I like challenges...I guess this is somewhat a job that I love to hate at times.

What is your motto?

Our only security is our ability to change. Quality is change.

If you could be or do anything else – what?

College football coach—I’m talking OSU...move over Urban Meyer. I love sports, and I have coached at the little league and high school levels. It would be great to actually work full time organizing, coaching, and recruiting at the college level. I run my little league teams in a very organized manner, and attempt to build good character through athletic competition.

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Get to Know New OACA Member, Jody Barilla Court Administrator, Lorain County Domestic Relations Court

How did you first get involved in with OACA and/or the judicial branch?

My predecessor, Doug Messer, strongly suggested I join OACA when I took over my position as Court Administrator in January. Tim Lubbe, who is the General Division's Court Administrator (and whose office is right down the hall and has been a big help) also told me that being a member would provide great help and support as I dive into the world of court administration.

What is your position, how long have you been in it and how many people do you supervise? What departments are you responsible for?

I am currently the Lorain County Domestic Relations Court's Court Administrator. Our court is a dual jurisdiction court – Domestic Relations and Juvenile. I started in January of this year. I worked for the court as a magistrate for 16 years before taking over my new position. Our court has three judges as well as 14 magistrates. We currently have about 190 employees. Except for the judges' personal staff, I supervise all of the other employees directly or indirectly. My immediate department of administration has a director of Human Resources & Facilities, a director of Fiscal Management and an indispensable administrative assistant (who has been an invaluable asset as I have transitioned into my new position). Additionally, we have a director of the Department of Probation and a director of Family Court Services. The directors oversee all of the departments of the court and all answer to me.

What is your favorite way of spending time?

I like to be active. I love to run. I also play in a sand volleyball league during the summer. I like to read when I have time to relax (which is not very often, but I manage to sneak in a good book regularly).

What is your favorite journey/vacation?

My favorite vacation destination is the West Coast – Las Vegas; Portland, Oregon, where my brother and

his family live – beautiful; San Diego, California, where another brother and his family lives along with an awesome beach house . . . the West Coast just has such a different, laid-back vibe (with Las Vegas being the exception—haha—that is definitely the city that never sleeps! But who would want to when you're there?)

What one word would you use to describe yourself?

Diplomatic. This has served me well both professionally and personally.

Tell us about your family (parents, kids, siblings, pets, etc.)

I come from a blended family of seven. I'm right in the middle with three older and three younger; four step-brothers, a brother and a step-sister. Our parents have been married since I was 10. Among the seven of us, my parents have 16 grandchildren, including my two. I have a son, who is 15 ½ (the ½ is important because he has his temps—yikes!) and a daughter, who is 13. They are both very active and very smart so they keep me on my toes and busy.

What is your motto or life mission (or simply words you live by or that mean a lot to you)?

I try to live by the Golden Rule—treat others as you would like to be treated. Since starting this position, I have also adopted one of my judge's mottos: "there's nothing we do here that can't be fixed." Meaning, we may make some mistakes but we can always find a way to fix it. This has definitely helped take some of pressure off as I have transitioned because I know I'm going to make some mistakes, but I also know that none of them are fatal.

Ohio Justice Alliance for Community Corrections Legislative Reception

By Michael Kochera, Court Administrator, Canton Municipal Court

On April 10, 2013 the Ohio Association for Court Administration (OACA) co-hosted the Ohio Justice Alliance for Community Corrections (OJACC) Legislative Reception at the Ohio Statehouse Atrium in Columbus. OACA Board Members Michael Kochera, Elizabeth Stephenson, Tim Lubbe and OACA Representative to OJACC Kim Switzer attended the function. The reception was well attended and featured presentations from State Senator John Eklund of the 18th State Senate District (*pictured top right*), Former Supreme Court Justice Evelyn Lundberg Stratton, Director Gary C. Mohr of the Ohio Department of Rehabilitation & Correction and Ohio Department of Youth Services Director Harvey J. Reed. Members of OACA contingency spoke with members of the Ohio General Assembly on issues ranging from judicial salaries, Medicaid expansion, Community Corrections Act (CCA) funding and parity in court costs.



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What is your favorite way of spending time?

I most enjoy spending time with my family. I have twin daughters who graduate from high school this year. A daughter in the six grade, and a son in the fourth grade. My wife and I tend to be involved in a lot of their school activities and sports. Our younger daughter swims club and plays volleyball; and our son plays football, basketball, wrestles and runs track. Between practice and games they are usually busy 5-6 days a week. It has somewhat become a lifestyle for us.

Where would you like to live?

I grew up in Columbus, and moved to Atlanta when I was in undergraduate school. After which, I moved back home to go to graduate school at The Ohio State University. Although I really like Atlanta, Columbus will always be home. There are several cities I like to visit, but I would not want to live anywhere else. GO BUCKS!



A Look Back at the Spring Conference



Clockwise, starting at the top: OACA members enjoying lunch out on the terrace at Mohican; Margaret Allen receiving her OACA 2013 President's Award; the jail cell within the Ohio State Reformatory, which was featured in the Oscar-nominated film, *The Shawshank Redemption*; a view of the Ohio State Reformatory from the outside.