

# TAX ASSESSOR-COLLECTOR CONTINUING EDUCATION TRANSCRIPT

Reporting Period: 4/1/2021 - 3/31/2022

Hon. Kathryn Phillips  
Tax Assessor-Collector  
Montague County  
PO Box 8  
Montague, TX 76251-0475

ID: 245862  
Phone: (940) 894-3881  
Fax: (940) 894-2012  
Enrolled Date: 04/01/2019

Date	Description	Earned Hours
04/01/2021	Excess hours carried from 2021	10.00
04/21/2021	TSAA Conference	6.25
06/10/2021	87th Annual Tax Assessor-Collectors Association Conference	13.25
07/13/2021	TNT Update	3.00
07/21/2021	Regional Meeting	2.75
11/10/2021	Accounting in a County Tax Office	2.00
11/11/2021	2021 VG Young School for Tax Assessor-Collectors	11.00
	<b>Total Hours for Year:</b>	<b>48.25</b>

**You have met your education requirements for the period 04/01/2021 - 03/31/2022.**

You may carry forward to the next reporting period 10.00 hours.

#### Texas Property Tax Code § 6.231

(a) A county assessor-collector must successfully complete 20 hours of continuing education before each anniversary of the date on which the county assessor-collector takes office. The continuing education must include at least 10 hours of instruction on laws relating to the assessment and collection of property taxes for a county assessor-collector who assesses or collects property taxes.

(d) A county assessor-collector shall file annually a continuing education certificate of completion with the commissioners' court of the county in which the county assessor-collector holds office.

Print Date: 12/15/2021

For questions regarding CE hours, please contact the TACA Education Director at [education@tacaofexas.org](mailto:education@tacaofexas.org).



# TAX ASSESSOR-COLLECTOR CONTINUING EDUCATION TRANSCRIPT

Reporting Period: 4/1/2020 - 3/31/2021

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Tax Assessor-Collector  
Montague County  
PO Box 8  
Montague, TX 76251-0475

ID: 245862  
Phone: (940) 894-3881  
Fax: (940) 894-2012  
Enrolled Date: 04/01/2019

Date	Description	Earned Hours
04/01/2020	Excess hours carried from 2020	10.00
05/21/2020	Truth - in - Taxation	12.00
06/10/2020	Special Inventory Taxation	2.00
06/10/2020	Leadership	4.00
07/21/2020	Truth-in-Taxation 2020 Update	3.00
12/12/2020	62nd Institute on Property Taxation and State Comptroller's Property Tax Assistance Division's 42nd Annual Conference	9.00
<b>Total Hours for Year:</b>		<b>40.00</b>

**You have met your education requirements for the period 04/01/2020 - 03/31/2021.**

You may carry forward to the next reporting period 10.00 hours.

#### Texas Property Tax Code § 6.231

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Print Date: 12/10/2021

For questions regarding CE hours, please contact the TACA Education Director at [education@tacaofexas.org](mailto:education@tacaofexas.org).

[jthomas@montaguesheriff.com](mailto:jthomas@montaguesheriff.com)

**From:** TAC CIRA <tacannounce@county.org>  
**Sent:** Wednesday, February 16, 2022 10:02 AM  
**To:** [jthomas@montaguesheriff.com](mailto:jthomas@montaguesheriff.com)  
**Subject:** 2022 Free Certified Cybersecurity Course Is Open to All Counties

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## TAC County Information Resources Agency

The mission of the Texas Association of Counties is to unite counties to achieve better solutions.

February 16, 2022

### 2022 Free Certified Cybersecurity Course Is Open to All Counties

Registration is now open for the Texas Association of Counties' free cybersecurity course that fulfills the requirements of Texas Government Code § 2054.5191. The law requires all county employees, elected officials, and appointed officials who have access to a local government computer system or database and use a computer to perform at least 25 percent of their duties to complete an annual cybersecurity training that has been certified by the Texas Department of Information Resources (DIR).

#### How to Enroll:

1. Have your commissioners court approve the enrollment of your county's employees.
2. Complete the enrollment form and submit it by email, DocuSign or fax at (512) 477-1324.
3. Fill in the user import template with your employees' information and submit it by email so all required employees can be signed up for the course.

*Note: If the template does not automatically open, check the Downloads folder within your file explorer.*

Counties must report the completion of a certified cybersecurity course by all affected county personnel to DIR by Aug. 31, 2022, to remain in compliance with the law. Effective May 18, 2021, House Bill 1118 introduced a requirement that counties submit certification of compliance with the

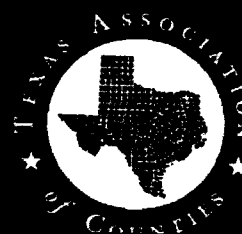
cybersecurity training requirement along with their application for certain grants.

Registration for TAC's course will remain open to counties until July 29, 2022. TAC encourages counties to enroll their entire staff using TAC's user import template for the most efficient enrollment and training implementation.

Visit [county.org/cybersecurity](https://county.org/cybersecurity) for more information, or contact TAC's Cybersecurity Training Support Team by email or by phone at (800) 456-5974.

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# TEXAS ASSOCIATION *of* COUNTIES



## Cybersecurity Course Enrollment Form for Counties

Under state law, Tex. Gov't Code § 2054.5191, effective June 14, 2019, all employees, elected officials, and appointed officials who have access to a local government computer system or database and use a computer to perform at least 25 percent of their duties must complete a cybersecurity training program certified by the Texas Department of Information Resources (DIR) at least annually.

In response to the cybersecurity training mandate and in furtherance of our continued commitment to our county family, TAC offers a free cybersecurity course that has been certified by DIR and fulfills the requirements of the law each year.

Should your county choose to participate in TAC's cybersecurity training program, **please have your Commissioners Court approve your county's participation, complete the enclosed form and return via email to [SecurityTraining@county.org](mailto:SecurityTraining@county.org)** or fax to (512) 477-1324. For more information about the underlying legislation and TAC's cybersecurity training course, please visit [county.org/cybersecurity](http://county.org/cybersecurity).

Your course administrator will receive an email notification when your county is enrolled. Counties are required to report their compliance with the mandate by August 31, 2022. Enrollment is available on a rolling basis through July 29, 2022.

**Printed Name**

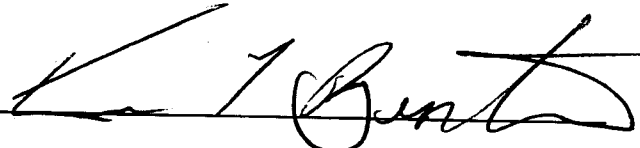
**County Name**

Kevin Benton \_\_\_\_\_

Montague County \_\_\_\_\_

**Authorized Signature**

**Date**



February 28, 2022

## Assigned Course Administrator

*Please indicate the individual who will serve as the primary point of contact with TAC staff for purposes of enrolling participating county officials and employees in the cybersecurity training course. The designated individual will be asked to provide a list of all participating county employees and elected officials' names, email addresses, and positions held. The designated individual will also be responsible for submitting requests to TAC staff to add and remove users from the training to ensure all required county personnel are delivered training.*

*The course administrator may request from TAC staff reports reflecting the course completion status of all participating county employees and elected officials.*

Name of Administrator: Jessica Moster

Email of Administrator: jthomas@montaguesheriff.com

Phone Number of Administrator: 940-841-9646

Position/Office of Administrator: IT Director

## County IT Administrator

*Please indicate the individual responsible for IT administration for your county. Upon request, TAC will coordinate with your IT Administrator to facilitate smooth deployment of the cybersecurity training program for your personnel and electeds.*

Name of IT Administrator: Jessica Moster

Email of Registrant: jthomas@montaguesheriff.com

Phone Number of Registrant: 940-841-9646