



## Second Administrative Judicial Region of Texas

Robert H. Trapp  
Presiding Judge

*Tracy Conroy*  
*Executive Assistant*  
*tracy.conroy@mctx.org*

June 1, 2023

Dear Attorney:

The Committee for Qualified Counsel in Death Penalty Cases has approved the enclosed Application to be Maintained on List of Attorneys Qualified for Appointment in Death Penalty cases along with the Appellate, 1<sup>st</sup> Chair and 2<sup>nd</sup> Chair Trial Applications for the Second Administrative Judicial Region of Texas. When you complete the Appellate Application and are approved you are also qualified for 1<sup>st</sup> and 2<sup>nd</sup> Chair and likewise if approved for 1<sup>st</sup> Chair you are also qualified for 2<sup>nd</sup> Chair.

The application to be maintained and contact information form will need to be completed and emailed to this office on or before **June 30, 2023**.

You may continue to apply at any time after July 1, 2023 and you will be added to the list upon approval with the understanding that the list will be published on a quarterly basis.

You should report your CLE hours by printing the Transcript Report from the Texas Bar webpage (View/Report MCLE hours then View Transcript Report and use date range for previous 2 years from the date the renewal application is signed.) Please specify the CLE hours relating to death penalty by **PLACING A CHECK MARK** next to the applicable hours. A highlighter should **NOT** be used as it may not show up on copies or scans.

If you have any questions you may contact this office at (936) 538-8176.

Sincerely,

/s/ Robert H. Trapp