

**CURRENT  
COURT UNIT  
EXECUTIVES**

***KAREN SUBLETT MITCHELL, Clerk of Court***

BORN: 1965, in San Fernando, California

LAW SCHOOL: Baylor University School of Law

FEDERAL JUDICIARY SERVICE: 1995-present

HEADQUARTERS OFFICE: Dallas, Texas

Karen S. Mitchell began serving as United States District Clerk pursuant to an order of the chief judge on June 16, 2000. She was subsequently appointed by the full court to that position on January 26, 2001.

Ms. Mitchell is a graduate of Abilene Christian University (B.A. 1986) and Baylor University School of Law (J.D. 1990). Prior to her appointment as clerk, Ms. Mitchell served the court as director of judicial operations and then as chief deputy clerk. Ms. Mitchell held management positions with the University of Texas System and the Texas A&M University System before joining the court. Prior to that, she was a pre-hearing examiner for the Texas Workers' Compensation Commission.

Ms. Mitchell is a member of the State Bar of Texas, International Association for Court Administration, DFW Federal Executive Board, and is a fellow of the Texas Bar Foundation. She is also a member of the Federal Bar Association and serves on the executive committee of the Dallas chapter. She chairs the executive board of the clerks council of the Federal Court Clerks Association and is a member and past chair of the Local Federal Coordinating Committee for the Combined Federal Campaign. She has served on several Federal Judicial Center advisory committees and as faculty for FJC courses. She speaks annually at federal practice seminars for the State Bar of Texas, Federal Bar Association, and Dallas Area Young Lawyers. She is also a member of the ACU Department of Political Science Visiting Committee.

Ms. Mitchell and her husband William have two sons and two daughters.

**GORDON RAY OKADA, Chief Probation Officer**

BORN: 1952, in Detroit, Michigan

GRADUATE SCHOOL: University of Detroit

FEDERAL JUDICIARY SERVICE: 1978-present

HEADQUARTERS OFFICE: Dallas, Texas

Gordon R. Okada was appointed Chief United States Probation Officer by the court on October 18, 2005.

Mr. Okada is a graduate of Michigan State University (B.S. 1974) and the University of Detroit (M.S. 1976). Mr. Okada started his career in corrections work as a parole and probation agent with the Michigan Department of Corrections in 1975. He became a probation officer in the United States District Court for the Eastern District of Michigan in June of 1978 and transferred to the Northern District of Texas in 1982. He was promoted to supervisor in 1989, to assistant deputy chief in 1995, and to deputy chief in 1996.

Mr. Okada is a member of the Federal Probation and Pretrial Officers Association and serves on numerous Administrative Office and Federal Judicial Center working groups. He has been the commencement speaker for the graduates at the Federal Law Enforcement Training Center for newly appointed probation and pretrial services officers. He is chairman of the elder board at his local church and has conducted weekly church services at a local nursing home for the past 23 years. On most Saturdays he can be found riding his bicycle for Team Lone Star, an organization that raises support and awareness for AIDS research and public assistance.

Mr. Okada and his wife Jan have two sons and two daughters.