

**JUDICIAL BRANCH CERTIFICATION COMMISSION**

**Commission Meeting Agenda - REVISED**

Third Court of Appeals  
Price Daniel Sr. Building  
209 W. 14th Street, Room 101  
Austin, Texas 78701  
Friday, May 6, 2016  
(10:00 a.m. Until Adjournment)

The Judicial Branch Certification Commission (JBCC) will convene as posted to deliberate and take formal action, if necessary, on the following agenda items:

- I. Call to Order, Roll Call, and Certification of Quorum
- II. Pledge of Allegiance to United States Flag and Texas Flag
- III. Opening Remarks
  - A. Welcome - Judge Lee Hamilton, Chairman
  - B. Certification Division Report - Jeff Rinard, Certification Division Director
- IV. Approval of Prior JBCC Meeting Minutes from February 5, 2016
- V. Noncompliance with Orders on Matters Considered by JBCC

Court Reporters Certification

- A. Compliance Order, May 1, 2015: In the Matter of Helen Wooten, Cause No. 12-5447-43
  - B. Consider Scheduling Compliance Hearing to Inquire into Correction of Grounds for, or Compliance with, Probated Suspension of Shorthand Reporter Certification in the Matter of Brenna Short, Cause Nos. CSR-15-09210-033 & CSR-15-09210-035
- VI. Approval of Determination of Disciplinary Action and Issuance of Final Order by JBCC from Complaints Considered on February 5, 2016

Court Reporters Certification

- A. In the Matter of Bonnie Rodriguez, Cause No. CSR-15-05495-080
- VII. Advisory Board Complaint Review Committee Recommendations to Dismiss Complaints

Court Reporters Certification Complaint Review Committee - February 26, 2016 and March 31, 2016

- A. In the Matter of Micaela Ynostrosa, Cause No. CSR-15-02869-078
- B. In the Matter of Tanner Feast, Cause No. CSR-15-08708-088
- C. In the Matter of Mary M. Sparks-Cox, Cause No. CSR-15-01946-089
- D. In the Matter of Veronica Wimberly, Cause No. 03-CSR-2016
- E. In the Matter of Luis Duran, Jr., Cause No. 09-CSR-2016

- F. In the Matter of Beverly Ellis, Cause No. 22-CSR-2016
- G. In the Matter of Lisa Moody, Cause No. 23-CSR-2016
- H. In the Matter of Brenna Short, Cause No. 37-CSR-2016 (withdrawn)

Process Servers Complaint Review Committee - March 30, 2016

- I. In the Matter of Chad Freeman, Cause No. 13-PS-2016
- J. In the Matter of Wanda Dowlearn, Cause No. 31-PS-2016

Licensed Court Interpreters Complaint Review Committee - March 30, 2016

- K. In the Matter of Minerva Garcia, Cause No. 15-LCI-2016

VIII. Advisory Board Complaint Review Committee Recommendations for Disciplinary Action

Court Reporter Certification Complaint Review Committee - February 26, 2016 and March 31, 2016

- A. In the Matter of Helen Wooten, Cause No. CSR-15-05447-052 (tabled from February 5, 2016 JBCC meeting)
- B. In the Matter of Helen Wooten, Cause No. CSR-15-05447-053 (tabled from February 5, 2016 JBCC meeting)
- C. In the Matter of Angelia Singleton, Cause No. CSR-15-06509-084
- D. In the Matter of Brenna Short, Cause No. 27-CSR-2016

Process Servers Complaint Review Committee - March 30, 2016

- E. In the Matter of Jimmy Andrews, Cause No. 05-PS-2016
- F. In the Matter of Lillian Zapata, Cause No. 11-PS-2016
- G. In the Matter of Sergio Lane, Cause No. 26-PS-2016

IX. Administrative Dismissal of Complaints

Court Reporter Certification

- A. In the Matter of Cause No. CSR-15-07101-068
- B. In the Matter of Cause No. 02-CSR-2016
- C. In the Matter of Cause No. 10-CSR-2016
- D. In the Matter of Cause No. 14-CSR-2016
- E. In the Matter of Cause No. 17-CSR-2016
- F. In the Matter of Cause No. 32-CSR-2016
- G. In the Matter of Cause No. 33-CRF-2016
- H. In the Matter of Cause No. 34-CSR-2016
- I. In the Matter of Cause No. 35-CSR-2016
- J. In the Matter of Cause No. 38-CSR-2016
- K. In the Matter of Cause No. 43-CSR-2016

Guardianship Certification

- L. In the Matter of Cause No. CG-15-00123-077
- M. In the Matter of Cause No. CG-15-00124-074

Process Server Certification

N. In the Matter of Cause No. 28-PS-2016

O. In the Matter of Cause No. 42-PS-2016

P. In the Matter of Cause No. 45-PS-2016

X. Request for Reconsideration on Administrative Dismissal of Complaints

Court Reporter Certification

A. In the Matter of Cause No. CSR-15-09129-063

B. In the Matter of Cause No. 14-CSR-2016

XI. Administrative Matters Relating to the JBCC

A. Recommendations on the Guardianship Certification Code of Ethics

B. Annual Reports - Certified Guardians, Guardianship Programs and County Clerks

C. Licensed Court Interpreter and Process Server Codes of Ethics

D. JBCC Meeting Dates

1. Proposed JBCC Meeting Dates for FY 2017

2. Next JBCC Meeting - August 5, 2016

XII. Public Comments

XIII. Report from Chair

XIV. Adjournment

The Commission may meet in closed session pursuant to Section 7 of the Public Meeting Policy to deliberate upon an agenda item.

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Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services or special accommodations are requested to contact Tyees Holcombe at (512) 475-4368 or [jbcc@txcourts.gov](mailto:jbcc@txcourts.gov) within five (5) working days prior to the meeting to make appropriate arrangements.