

**JUDICIAL BRANCH CERTIFICATION COMMISSION**

**Commission Meeting Agenda**

Third Court of Appeals  
Price Daniel Sr. Building  
209 W. 14th Street, Room 101  
Austin, Texas 78701  
Friday, August 5, 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 May 6, 2016 and June 7, 2016

V. Disciplinary Hearing

Court Reporters Certification

- A. In the Matter of Gay Richey, Cause Nos. CSR-15-07260-064 and 01-CSR-2016

- VI. Approval of Determination of Disciplinary Action and Issuance of Final Order by JBCC from Complaints Considered on May 6, 2016

Court Reporters Certification

- A. In the Matter of Angelia Singleton, Cause No. CSR-15-06509-084

Process Servers Certification

- B. In the Matter of Jimmy Andrews, Cause No. 05-PS-2016
- C. In the Matter of Lillian Zapata, Cause No. 11-PS-2016
- D. In the Matter of Sergio Lane, Cause No. 26-PS-2016

- VII. Advisory Board Complaint Review Committee & Staff Recommendations to Dismiss Complaints

Court Reporters Complaint Review Committee – June 3, 2016

- A. In the Matter of Martha Grant, Cause No. 30-CSR-2016
- B. In the Matter of Ellie Klemens, Cause No. 41-CSR-2016

Process Servers Complaint Review Committee – June 2, 2016

- C. In the Matter of Rayvonnia Thompson, Cause No. 36-PS-2016
- D. In the Matter of Angela K. Austin, Cause No. 39-PS-2016
- E. In the Matter of Thomas Saucedo, Cause No. 44-PS-2016

Licensed Court Interpreters Complaint Review Committee – July 15, 2016

- F. In the Matter of Mari Mattingly, Cause No. 53-LCI-2016

Guardianship Certification

- G. In the Matter of Sarah Watts, Cause No. CG-15-00353-079 (withdrawn)

Staff Recommendations – Court Reporters Certification

- H. In the Matter of Helen Wooten, Cause No. 51-CSR-2016
- I. In the Matter of Brenna Short, Cause No. 59-CSR-2016
- J. In the Matter of Brenna Short, Cause No. 64-CSR-2016
- K. In the Matter of Brenna Short, Cause No. 75-CSR-2016

VIII. Advisory Board Complaint Review Committee Recommendations for Disciplinary Action

Process Servers Complaint Review Committee – June 2, 2016

- A. In the Matter of Pablo Ortega, Cause No. 46-PS-2016

IX. Administrative Dismissal of Complaints

Court Reporters Certification

- A. In the Matter of Cause No. 06-CSR-2016
- B. In the Matter of Cause No. 40-CSR-2016
- C. In the Matter of Cause No. CSR-15-08461-069
- D. In the Matter of Cause No. 54-CSR-2016
- E. In the Matter of Cause No. 58-CSR-2016

Guardianship Certification

- F. In the Matter of Cause No. 50-CG-2016

Process Servers Certification

- G. In the Matter of Cause No. 48-PS-2016
- H. In the Matter of Cause No. 74-PS-2016

Licensed Court Interpreters

- I. In the Matter of Cause No. 12-LCI-2016
- J. In the Matter of Cause No. 56-LCI-2016
- K. In the Matter of Cause No. 57-LCI-2016

X. Request for Reconsideration on Administrative Dismissal of Complaints

Court Reporters Certification

- A. In the Matter of Cause No. 43-CSR-2016

B. In the Matter of Cause No. 58-CSR-2016

Licensed Court Interpreters

C. In the Matter of Cause No. 57-LCI-2016

- XI. Administrative Matters Relating to the JBCC
  - A. Guardianship Compliance Project Update
  - B. Guardianship Certification Code of Ethics and Minimum Standards
  - C. Licensing Database Replacement Update
  - D. JBCC Meeting Dates
    - 1. Next JBCC Meeting – November 4, 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.