

JUDICIAL BRANCH CERTIFICATION COMMISSION

Commission Meeting Agenda

John H. Reagan Building
105 W. 15th Street, Room #140
Austin, Texas 78701
Friday, August 7, 2015
(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 Meeting Minutes from May 1, 2015
- V. Selection of the JBCC Vice Chair
- VI. Approval of Determination for Disciplinary Action by JBCC & Issuance of Final Order – complaints considered by JBCC on May 1, 2015
 - Court Reporters Certification
 - A. In the Matter of William Felix Thompson, Cause No. CSR-15-01076-24
- VII. Advisory Board Complaint Review Committee Recommendations to Dismiss Complaints
 - Guardianship Certification Complaint Review Committee-July 8, 2015:
 - A. In the Matter of Cathy Howell, Cause No. CG-15-00308-032
 - Court Reporters Certification Complaint Review Committee-July 9, 2015:
 - A. In the Matter of Lorie Naylor, Cause No. CSR-15-03756-029
- VIII. Advisory Board Complaint Review Committee Recommendations for Disciplinary Action
 - Guardianship Certification Complaint Review Committee-July 8, 2015:
 - A. In the Matter of Sarah Watts, Cause No. CG-15-00353-031
 - B. In the Matter of Sarah Watts, Cause No. CG-15-00353-037
 - C. In the Matter of Sarah Watts, Cause No. CG-15-00353-045
 - D. In the Matter of Sarah Watts, Cause No. CG-15-00353-056
 - E. In the Matter of Sarah Watts, Cause No. CG-15-00353-065

Court Reporter Certification Complaint Review Committee-July 9, 2015:

- A. In the Matter of Sondra Humphrey, Cause No. CSR-15-06160-021
- B. In the Matter of Brenna Short, Cause No. CSR-15-09210-033
- C. In the Matter of Brenna Short, Cause No. CSR-15-09210-035

IX. Administrative Dismissal of Complaints

- A. In the matter of Cause # CSR-15-04590-030
- B. In the matter of Cause # CSR-15-01306-034
- C. In the matter of Cause # CSR-15-05711-058
- D. In the matter of Cause # CSR-15-01445-062
- E. In the matter of Cause # CSR-15-09129-063
- F. In the matter of Cause # CSR-15-03658-075

Process Server Certification:

- A. In the matter of Cause # CPS-15-00000-039

Guardianship Certification:

- A. In the matter of Cause # CG-15-00000-041
- B. In the matter of Cause # CG-15-00000-051

X. Complaints Withdrawn and Recommended for Closure

Court Reporter Certification:

- A. In the matter of Jonette Jackson, Cause # CSR-15-07126-049

XI. Request for Reconsideration on Denial of Process Server Application from Applicant James Mathews

XII. Administrative Matters Relating to the JBCC

- A. Proposed Rule Relating to Military Fees with JBCC (SB 807)
- B. Reformatted Proposed Process Server Curriculum
- C. Proposed Licensed Court Interpreter Code of Ethics
- D. Proposed Guardianship Certification Code of Ethics
- E. Status of Proposed Process Server Certification Code of Conduct
- F. Status Update on Proposed Court Reporter Code of Professional Conduct
- G. JBCC Meeting Date – October 30, 2015

XIII. Public Comments

XIV. Report from Chair

XV. Adjournment

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

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 within five (5) working days prior to meeting to make appropriate arrangements.