

**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, May 3, 2019  
(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 1, 2019
- V. Approval of JBCC Disciplinary Action, by Default, and Issuance of Final Order from Complaints
  - Court Reporters Certification and Court Reporting Firm Registration – September 21, 2018
    - A. In the Matter of Fox Reporting, Cause No. 0061
  - Process Servers Certification – September 27, 2018
    - B. In the Matter of Randy Tijerina, Cause No.0047
    - C. In the Matter of Billy Moreton, Cause No. 0063
    - D. In the Matter of Jamie Lively, Cause No. 0043
    - E. In the Matter of Jamie Lively, Cause No. 0077
    - F. In the Matter of Jamie Lively, Cause No. 0083
- VI. Approval of Agreed Orders - Acceptance by Respondent of Sanction/Administrative Penalty
  - Court Reporters Certification – September 21, 2018
    - A. In the Matter of Cheryl Dixon, Cause Nos. 0029, 0052, and 0053
- VII. Advisory Board Complaint Review Committee & Staff Recommendations to Dismiss Complaints
  - Process Servers Complaint Review Committee – March 14, 2019
    - A. In the Matter of Paula Davis, Cause No. 0085
    - B. In the Matter of Teresa Martinez, Cause No. 0089

VIII. Administrative Dismissal of Complaints

Court Reporters Certification and Court Reporting Firms

- A. In the Matter of Cause No. 0034
- B. In the Matter of Cause No. 0045
- C. In the Matter of Cause No. 0115

Process Servers Certification

- D. In the Matter of Cause No. 0037
- E. In the Matter of Cause No. 0100
- F. In the Matter of Cause No. 0116

Guardianship Certification

- G. In the Matter of Cause No. 0033

IX. Request for Reconsideration on Administrative Dismissal of Complaints

Court Reporters Certification

- A. In the Matter of Cause No. 0117

X. Petition Requesting Permission to Take Guardianship Exam for 5<sup>th</sup> Time

- A. David E. Gomez

XI. Administrative Matters Relating to the JBCC

- A. Update on Court Reporters Advisory Board Efforts to Address Court Reporter Shortage (February 22, 2019)
  - 1. Endorsements/Reciprocity
  - 2. Provisional Certifications/Apprenticeships
  - 3. Review of Statement of Proficiency
  - 4. List of Substantially Equivalent States
- B. Guardianship Registration
- C. Spanish Guardianship Training
- D. Guardianship Compliance Project
- E. JBCC Meeting Dates
  - 1. Next JBCC Meeting – Friday, August 2, 2019
  - 2. Proposed JBCC Meeting Dates for FY 2020:
    - Friday, November 1, 2019
    - Friday, February 7, 2020
    - Friday, May 1, 2020
    - Friday, August 7, 2020

XII. Public Comment

XIII. Closing Remarks 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.