

**COMPLAINT REVIEW COMMITTEE
OF THE
PROCESS SERVER CERTIFICATION ADVISORY BOARD
Meeting Agenda**

Office of Court Administration
Tom C. Clark Building
205 W. 14th Street
6th Floor Conference Room
Austin, Texas 78701
Thursday, December 17, 2020
(1 p.m. Until Adjournment)

The Process Servers Complaint Review Committee will convene as posted to deliberate and take formal action, if necessary, on the following agenda items. Due to the COVID-19 pandemic and social distancing requirements, this will not be an in-person meeting.

This meeting will be hosted virtually using Zoom, and streamed live on YouTube on the Texas Court Channel at <https://www.youtube.com/user/TexasCourtAdmin/>

An electronic copy of the agenda is available on the Commission's website at <http://www.txcourts.gov/jbcc/meetings-agendas>.

Members of the public will have access and a means to participate in this meeting, by two-way communication, by visiting:

<https://txcourts.zoom.us/j/99433561600>

Participants will be placed in virtual waiting room until their matter is before the Committee.

- I. Call to Order; Roll Call and Certification of Quorum
- II. Opening Remarks from Chair and Director
- III. Complaints
 - A. In the Matter of Alfred Barrera, Cause No. 0205
 - B. In the Matter of Caleb Malone, Cause No. 0194
 - C. In the Matter of James Rodriguez, Cause No. 0191
 - D. In the Matter of Mark Gyger, Cause No. 0199
 - E. In the Matter of D. Octavia Logan, Cause No. 0192
- IV. Selection of Complaint Review Committee Member to Attend JBCC Meeting (February 5, 2021)
- V. Future Meeting (TBD)

VI. Public Comment *Comments will be limited to no more than three minutes*
(Please email public comments with your name and phone number to jbcc@txcourts.gov by 5:00 p.m. on December 16, 2020 with "Public Comment" noted in subject line. If you wish to provide verbal public comment at the meeting on December 17, 2020, please use the "Raise Hand" feature in Zoom and you will be recognized and given the opportunity to speak.

VII. Adjournment

A quorum of the Process Servers Advisory Board serves on the Complaint Review Committee. A quorum of the Board meets as a Committee and deliberates on matters on the agenda before the Committee.

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 five (5) working days prior to meeting so appropriate arrangements can be made.