

PROCESS SERVER CERTIFICATION ADVISORY BOARD
Minutes of the Meeting

Office of Court Administration
Tom C. Clark Building
205 W. 14th Street, Rm. 605
Austin, Texas 78701
Tuesday, December 16, 2014
(3:00 p.m. Until Adjournment)

The meeting of the Process Server Certification Advisory Board (Board) was called to order by Patrick Dyer, Presiding Officer, at 3:05 p.m. The members present were Presiding Officer Patrick Dyer, Eric Johnson, and Justiss Rasberry. Constable Vojvodich and Rhonda Hughey did not attend the meeting. The staff members present were Jeff Rinard, Katie Bond, Michele Henricks, Lesley Ondrechen, Tyees Holcombe, and Chris Nelson.

Mr. Dyer welcomed the Board members.

The Board reviewed and approved the minutes from the October 9, 2014 Process Server Advisory Board meeting.

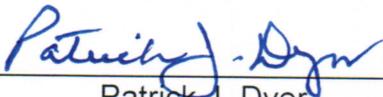
The Board reviewed and discussed the new Code of Conduct for the Process Server Certification Program and voted to recommend the Code of Conduct to the Judicial Branch Certification Commission (JBCC), for review and approval to publish for public comment, at the JBCC January 23, 2015 meeting.

The Board reviewed and discussed the new curriculum and curriculum implementation for the Process Server Certification Program pre-certification course, recommended from the curriculum committee composed of Patrick Dyer, Eric Johnson, and Justiss Rasberry. The Board voted to approve the newly developed curriculum, and return the curriculum to the Process Server Curriculum Committee to consider the examination component for the course providers who teach the course, before sending to the JBCC for approval. Staff will set a future meeting date.

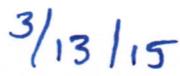
A future meeting date was not selected.

There was no public comment.

The meeting was adjourned at 4:05 p.m.



Patrick J. Dyer
Presiding Officer



Date