

**JUDICIAL BRANCH CERTIFICATION COMMISSION
MINUTES OF THE MEETING**

Third Court of Appeals Price Daniel Sr. Building
209 W. 14th Street, Room 101
Austin, Texas 78701
Friday, November 07, 2025
(10:00 a.m. Until Adjournment)

The meeting of the Judicial Branch Certification Commission (Commission) was called to order by Judge Sid Harle, Chair, at 10:04 a.m., on Friday, November 7, 2025. Members in attendance were Judge Sid Harle; Judge Victor Villarreal; Judge Glen Harrison; Judge David Jahn; Don Ford; Mark Blenden; and Ann Murray Moore. Judge William Sowder and Velma Arellano were absent (excused).

Staff members in attendance were Ron Morgan, Commission Director; Scott Gibson, Commission General Counsel; Veena Mohan, Prosecuting Attorney; Sheryl Jones, Deputy Director; Melinda Saucedo, Compliance Manager; Amy Smith, Investigator; Kanasha Daniels, Investigator; Tyees Holcombe, Judicial Regulatory Assistant; and Brian Keenan, Criminal History Specialist.

Complaint review committee member in attendance was Justiss Rasberry, Process Servers Complaint Review Committee.

Agenda Item III. Opening Remarks

Judge Harle thanked the staff for their planning and preparation in helping the meeting run smoothly. Judge Harle thanked the Commissioners for their volunteerism and commitment to the entities they supervise, and the important work that they do. He also thanked the advisory board members who contribute and assist in getting this important work done.

Agenda Item IV. Approval of Prior Meeting Minutes

Upon proper motion by Judge Victor Villarreal and second by Judge David Jahn, the Commission voted to approve August 1, 2025 minutes.

The Prosecuting Attorney presented agenda items V, VI, VII, VIII, IX, X, and XI.

Agenda Item V. Compliance Hearings Before the Commission

Process Servers Certification

- A. In the Matter of Afolabi Ogunfuwa, Cause No. 0632
Upon proper motion by Mark Blenden and second by Judge Glen Harrison, the Commission voted to permanently refuse to renew the respondent's process server certification and assessed a total administrative penalty of \$1,250 due no later than one year after the date of the Final Order.
- B. In the Matter of Gabriel Hasbun, Cause Nos. 0635 and 0638
Upon proper motion by Mark Blenden and second by Ann Murray Moore, the Commission voted to permanently revoke the respondent's process server certification effective the date of the Final Order and assessed a total administrative penalty of \$2,700 due no later than one year after the date of the Final Order.

Agenda Item VI. Commission Disciplinary Actions by Default

Process Servers Certification

- A. In the Matter of Eloy Bravo Cause No. 0695
Upon proper motion by Mark Blenden and second by Judge Victor Villarreal, the Commission voted to reprimand the respondent and assessed an administrative penalty of \$250 due no later than 6 months after the date of the Final Order.

- B. In the Matter of Oluwaseun Omotoso, Cause No. 0707
Upon proper motion by Mark Blenden and second by Ann Murray Moore, the Commission voted to permanently refuse to renew the respondent's process server certification effective the date of the Final Order and assessed a total administrative penalty of \$1,250 due no later than one year after the date of the Final Order.
- C. In the Matter of Marquisha Graves-Lewis, Cause No. 0749
Upon proper motion by Judge Glen Harrison and second by Mark Blenden, the Commission voted to reprimand the respondent and assessed an administrative penalty of \$100 due within 6 months after the date of the Final Order.
- D. In the Matter of Brandy Parten, Cause No. 0758
Upon proper motion by Judge Glen Harrison and second by Mark Blenden, the Commission voted to permanently revoke the respondent's process server certification effective the date of the Final Order and assessed an administrative penalty of \$600 due within 6 months after the date of the Final Order.
- E. In the Matter of Mona Ricks Dixon, Cause No. 0756
Upon proper motion by Judge Glen Harrison and second by Mark Blenden, the Commission voted to reprimand the respondent and assessed an administrative penalty of \$500 due within 6 months of the date of the Final Order.
- F. In the Matter of Ayodele Olayiwola, Cause No. 0771
Upon proper motion by Judge Glen Harrison and second by Mark Blenden, the Commission voted to permanently refuse to renew the respondent's process server certification effective the date of the Final Order.

Agenda Item VII. Agreed Final Orders- Acceptance by Respondents of Penalty and Sanction

Process Servers Certification

- A. In the Matter of Augustine Ezemba, Cause No. 0724
Upon proper motion by Mark Blenden and second by Ann Murray Moore, the Commission voted that the respondent must successfully complete the 7-hour precertification civil process server education course within 6 months after the date of the Final Order. This course is in addition to the continuing education required for certification renewal.
- B. In the Matter of In the Matter of Ivan Hernandez, Cause No. 0747
Upon proper motion by Mark Blenden and second by Ann Murray Moore, the Commission voted to reprimand the respondent and assessed an administrative penalty of \$500 due within 6 months after the date of the Final Order.

Agenda Item VIII. Approval of Settlement Agreements

Guardianship Certification

- A. In the Matter of Texoma Guardian Group, Cause No. 0852
Judge David abstained.
Upon proper motion by Judge Glen Harrison and second by Judge Victor Villarreal, the Commission voted to reprimand the respondent and assessed an administrative penalty of \$850 due no later than 6 months after the date of the Final Order.
- B. In the Matter of Private Professional Fiduciaries, Inc., Cause No. 0866
Upon proper motion by Judge Glen Harrison and second by Judge Victor Villarreal, the Commission voted to reprimand the respondent and assessed an administrative penalty of \$350 due no later than 6 months after the date of the Final Order.

Court Reporters Certification

- C. In the Matter of Kimberly McCright, Cause No. 0551
Upon proper motion by Judge Glen Harrison and second by Judge Victor Villarreal, the Commission voted that the respondent include and maintain a clear and visible banner or disclaimer on her website

for Verbatim Reporting and Transcription, LLC, stating that: "Verbatim Reporting and Transcription, LLC is a national transcription company and does not provide court reporting services regulated by the Judicial Branch Certification Commission in the State of Texas."

D. In the Matter of Teresa Ward, 0793

Upon proper motion by Judge Glen Harrison and second by Judge Victor Villarreal, the Commission voted to reprimand the respondent.

Agenda Item IX. Process Servers Complaint Review Committee Recommended Dismissal

A. In the Matter of Cause No. 0743

Upon proper motion by Don Ford and second by Ann Murray Moore, the Commission ratified the process servers complaint review committee dismissal.

Agenda Item X. Administrative Dismissal of Complaint and Request for Reconsideration

A. In the Matter of Cause No. 0736

Upon proper motion by Mark Blenden and second by Judge Glen Harrison, the Commission voted to ratify the administrative dismissal and deny the request for reconsideration.

Agenda Item XI. Request for Reconsideration of Administrative Dismissal of Complaint

A. In the Matter of Cause No. 0604

Upon proper motion by Judge Victor Villarreal and second by Mark Blenden, the Commission voted to affirm its previous decision to ratify the administrative dismissal of this complaint and deny its reconsideration.

The Commission Director presented agenda items XII, XIII, XIV and XV.

Agenda Item XII. Request for Reconsideration of Denial of Application- CLOSED SESSION

The Commission convened in closed session at 11:14 a.m. and reconvened in public session at 11:24 a.m.

The Commission considered the applicant's request for reconsideration of staff's denial of the applicant's process server certification renewal. Following discussion, there was no motion to reverse or otherwise alter the Director's denial of the applicant's renewal application for process server certification.

Agenda Item XIII. Request to Authorize Additional Period of Provisional Certification for Formerly Certified Guardian

A. Alicia Woolridge

Upon proper motion by Don Ford and second by Ann Murray Moore, the Commission voted to allow the applicant to serve as a provisional guardian, pending the results of her certification.

Agenda Item XIV. Administrative Dismissal of Complaints

Upon proper motion by Judge Victor Villarreal and second by Don Ford, the Commission ratified the administrative dismissals of the following complaints.

Guardianship Certification

Outside the Jurisdiction of the Commission:

A. In the Matter of Cause No. 0887

B. In the Matter of Cause No. 0888

Process Servers Certification

No Misconduct:

- C. In the Matter of Cause No. 0727
- D. In the Matter of Cause No. 0733
- E. In the Matter of Cause No. 0736
- F. In the Matter of Cause No. 0737
- G. In the Matter of Cause No. 0744
- H. In the Matter of Cause No. 0748
- I. In the Matter of Cause No. 0752
- J. In the Matter of Cause No. 0760
- K. In the Matter of Cause No. 0772
- L. In the Matter of Cause No. 0810
- M. In the Matter of Cause No. 0836
- N. In the Matter of Cause No. 0842

Outside the Jurisdiction of the Commission:

- O. In the Matter of Cause No. 0770
- P. In the Matter of Cause No. 0774
- Q. In the Matter of Cause No. 0834
- R. In the Matter of Cause No. 0837
- S. In the Matter of Cause No. 0847
- T. In the Matter of Cause No. 0848
- U. In the Matter of Cause No. 0897
- V. In the Matter of Cause No. 0903

Court Reporters Certification

No Misconduct:

- W. In the Matter of Cause No. 0665
- X. In the Matter of Cause No. 0798
- Y. In the Matter of Cause No. 0815
- Z. In the Matter of Cause No. 0822
- AA. In the Matter of Cause No. 0854
- BB. In the Matter of Cause No. 0855

Outside the Jurisdiction of the Commission:

- CC. In the Matter of Cause No. 0840

No Misconduct and Outside the Jurisdiction of the Commission:

- DD. In the Matter of Cause No. 0805
- EE. In the Matter of Cause No. 0849
- FF. In the Matter of Cause No. 0853
- GG. In the Matter of Cause No. 0857
- HH. In the Matter of Cause No. 0860
- II. In the Matter of Cause No. 0871
- JJ. In the Matter of Cause No. 0879

KK. In the Matter of Cause No. 0935

Licensed Court Interpreters

No Misconduct

LL. In the Matter of Cause No. 0876

MM. In the Matter of Cause No. 0915

Agenda Item XV. Administrative Matters Relating to the Commission

A. Report from Commission Director on Commission Activities for Fiscal Year 2025

The Commission Director provided licensing statistical information for the final quarter of Fiscal Year 2025. There are 7,622 licensees and certificate holders. This is a 16.5% overall increase since fiscal year 2020. This is driven by a nearly 30% increase in process servers. Court reporters have also shown an 8% increase since Fiscal Year 2020, while court interpreters have shown an 8.5% increase in comparison to fiscal year 2020. The number of exams administered for court interpreters, court reporters, and certified guardians has remained steady, though it is higher than in past years. Licensees must complete continuing education on a biennial basis in order to renew their licenses. Continuing education courses are approved on a regular basis by the Commission.

Complaints have increased by more than 100% since Fiscal Year 2020, driven primarily by complaints against process servers. Since Fiscal Year 2020, complaints against court reporters have increased by 82%. A significant number of these complaints come from the Texas courts of appeals involving court reporters' failure to timely file appellate records. In Fiscal Year 2025, the Commission received 144 complaints, 24% of which resulted in disciplinary action.

The Commission Director stated there is a tremendous amount of work that is being completed behind the scenes. He provided a detailed overview of Fiscal Year 2025 events, including multiple meetings, training, hearings, website enhancements, improvements to licensee processes, and speaking engagements.

B. Briefing on Initial Planning for Court Recording Study

The Office of Court Administration is currently negotiating an agreement with a state university to assist with the court reporting study mandated by the Legislature. The advisory board and the public commentary provided positive feedback regarding this effort. The only concern raised was to avoid any conflict of interest if the selected university offers a court reporter or court recording program. The Office of Court Administration is committed to ensuring the study is conducted as accurately and fairly as possible.

C. Proposed Modifications to Rules Related to Licenses Court Interpreter Application and Examination Procedures

Upon proper motion by Judge Victor Villarreal and second by Ann Murray Moore, the Commission voted to recommend rule amendments to the Supreme Court which would allow applicants for licensure as court interpreters to pass each part of the licensing examination on separate dates. The motion also recommended conforming amendments to the Commission's fee schedule to accommodate previously adopted amendments to streamline licensing of military personnel, military spouses, and veterans.

D. Appointment of Committee Members for the Complaint Review Committees

Upon proper motion by Judge Victor Villarreal and second by Ann Murray Moore, the Commission voted to appoint members to the Complaint Review Committees for process servers, court reporters, certified guardians, and licensed court interpreters.

E. The next commission meeting is set for Friday, February 6, 2026

Agenda Item XVI. Public Comment

There were no public comments

Agenda Item XVII. Closing Remarks

The Chair thanked everyone in attendance.

Agenda Item XVIII. Adjournment

The meeting was adjourned at 11:53 a.m.



Judge Sid Harle, Chair



Date