

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

(Virtual Meeting Conducted by Zoom)
205 W. 14th Street
Austin, Texas 78701
Friday, May 7, 2021
(10:00 a.m. Until Adjournment)

The meeting of the Judicial Branch Certification Commission (JBCC or Commission) was called to order by Judge Sid Harle, Chair, at 10:01 a.m., Friday, May 7, 2021. Members in attendance were Judge Sid Harle; Judge William Sowder; Judge Victor Villarreal; Judge Polly Spencer; Judge Glen Harrison; Velma Arellano; Don Ford; Ann Murray Moore; and Mark Blenden.

Staff members in attendance were Jeff Rinard, EPRS Director; Scott Gibson, JBCC General Counsel; Michele Henricks, Deputy Director of Regulatory Services; Sheryl Jones, Licensing Manager; Melinda Saucedo, Investigator; Tyees Holcombe, Judicial Regulatory Assistant; Rachel Davis, Legal Assistant, and Veena Mohan, Assistant Attorney General.

Complaint review committee members in attendance were Justiss Rasberry, Process Servers Complaint Review Committee.

Advisory Board members in attendance were Judge Cathleen Stryker, Chair, and Shari Krieger, Court Reporters Advisory Board; and Laura Angelini, Chair, Licensed Court Interpreters Advisory Board.

Agenda Item III, Opening Remarks

Judge Harle recognized the Honorable Cathleen Stryker as the new Presiding Officer of the Court Reporters Advisory Board and Shari Krieger as the new Official Court Reporter on the Board. Judge Harle also recognized Laura Angelini as the new Presiding Officer of the Licensed Court Interpreters Advisory Board and welcomed everyone to the Commission meeting.

Director Jeff Rinard thanked the Commission members for their service and welcomed the new Advisory Board members. Mr. Rinard also thanked JBCC staff for their hard work. Mr. Rinard gave an update on licensees noting that there are currently 6848 licensees total including 5 new court reporter apprentices, 4 new provisional court reporters, and 11 endorsements. Mr. Rinard reported there are 45,000+ guardianship registrations with 20,000 guardianship trainings completed, and 15,000 criminal history checks performed on guardians.

Agenda Item IV, Approval of Prior Meeting Minutes

The February 5, 2021 minutes were approved.

Assistant Attorney General Veena Mohan presented agenda items V, VI, VII and VIII.

Agenda Item V. Approval of JBCC Disciplinary Action, by Default, and Issuance of Final Order from Complaints

Process Servers Certification

- A. In the Matter of Ariele London, Cause No. 0144 (JBCC Denial of Agreed Order 2/5/2021). Certification expired August 15, 2020.
Sanction: Refuse to renew certification.
- B. In the Matter of Melissa Woodward King, Cause No. 0159. Certification expired August 15, 2020.
Sanction:
 - 1. If certified by the May 7, 2021 Commission meeting, certification is revoked for five years after the date of the Final Order.
 - 2. If not certified by the May 7, 2021 Commission meeting, the Commission will refuse to renew certification for five years after the date of the Final Order.
 - 3. Assess an administrative penalty of \$250 per each of the 7 rule violations, for a total of \$ 1,750, due within 6 months after the date of the Final Order.

Licensed Court Interpreters

- C. In the Matter of Jorge Perez-Vinalet, Cause No. 0184
Sanction: Reprimand.

Agenda Item VI. Approval of Agreed Final Orders – Acceptance by Respondent of Sanction/Administrative Penalty

Process Servers Certification

- A. In the Matter of Douglas Hubbs, Cause No. 0155
Sanction: Reprimand, refuse to renew certification for a period of five years commencing upon the date of the final order and impose a \$100 administrative penalty for each of 6 violations for a total of \$600, due within 6 months after the date of the final order.
- B. In the Matter of Latonya Cooks-Pleasant, Cause No. 0165
Respondent present via Zoom
Sanction: Reprimand and ordered to complete the 7-hour precertification civil process service education course approved by the Commission, due within 6 months after the date of the final order.

Licensed Court Interpreters

- C. In the Matter of Claudia Palma Rubin de Celis, Cause No. 0220

- D. In the Matter of Claudia Palma Rubin de Celis, Cause No. 0221
Sanction for Cause Nos. 0220 and 0221: Reprimand and assess a \$250 administrative penalty for each of the 2 violations for a total of \$500, due within 6 months after the date of the final order.

Agenda Item VII. Administrative Dismissal of Complaints

Upon proper motion and second, the Commission ratified administrative dismissal of the following complaints:

Guardianship Certification

- A. In the Matter of Cause No. 0293
- B. In the Matter of Cause No. 0342
- C. In the Matter of Cause No. 0347
Don Ford recused himself in Cause No. 0347.

Process Servers Certification

- D. In the Matter of Cause No. 0322

Court Reporters Certification

- E. In the Matter of Cause No. 0258
- F. In the Matter of Cause No. 0336
- G. In the Matter of Cause No. 0298
In Cause No. 0298, 7 in favor and 1 opposed.

The Commission convened in closed session at 10:34 am to address agenda items VII. G and VIII. A. The Commission reconvened in public session at 10:44am.

Agenda Item VIII. Request for Reconsideration on Administrative Dismissal of Complaints

Upon proper motion and second, the Commission affirmed its previous decision to ratify administrative dismissal of the following complaints:

Court Reporters Certification

- A. In the Matter of Cause No. 0298
In Cause No. 0298, 7 in favor and 1 opposed.
- B. In the Matter of Cause No. 0289
- C. In the Matter of Cause No. 0296
- D. In the Matter of Cause No. 0299

Agenda Item IX. Request for Reconsideration on Denial of Guardian Application for Certification from Applicant Shondrea Harroon

Shondrea Harroon attended via Zoom.

The Commission convened in closed session at 10:51 am and reconvened in public session at 11:08 am.

The Commission considered the applicant's request for reconsideration of staff's denial of guardian application for certification. Following discussion, upon proper motion and second, the Commission voted to reverse staff's denial of guardian application for certification and advised staff to move forward with processing the application with 7 in favor and 1 opposed.

Agenda Item X. Administrative Matters Relating to the JBCC

Jeff Rinard, EPRS Director, gave an update on the following agenda items:

- A. Court Reporters Advisory Board Meeting – April 29, 2021
 1. Commission Approval on Board Recommendations for (2) Appointments to Court Reporters Complaint Review Committee:
 - a. Deborah Hamon, CSR 4473 (Official Court Reporter Member)
 - b. Shari Krieger, CSR 4954 (Alternate Official Court Reporter Member)Upon proper motion and second, the Commission voted to approve the board recommendations for (2) appointments to the Court Reporters Complaint Review Committee.
 2. Board Appointment - Court Reporter Uniform Format Manual Committee
 - a. Shari Krieger, CSR 4954No action required by the Commission.
 3. Commission Approval on Board Recommendations to Approve Court Reporter School Curriculums:
 - a. University of Houston – Downtown
 - b. Odessa CollegeUpon proper motion and second, the Commission voted to approve board recommendations to approve curricula submitted by University of Houston – Downtown and Odessa College.
- B. Update on Court Reporter Reciprocity Outreach – California

Mr. Rinard stated the JBCC has been working with California on a reciprocity agreement for the past year, with staff attending various meetings hosted by California. Michele Henricks advised that in a workshop meeting she attended in March 2021, the California Board was considering whether to accept the the NCRA exam for entry-level court reporters in California. The NCRA skills exam is allowed to be passed in legs while the Texas skills exam requires all 3 legs to be passed in one sitting. The California task force is studying the matter further.

C. Status on Guardianship Program and Guardianship Registrations

Mr. Rinard stated the guardianship compliance program has reviewed 52,000 guardianship files in 110 counties. The team made a recommendation to the courts for 24,000 guardianship closures and identified 28,000 active guardianships. The percentage of missing data is 40%, with some counties more in compliance than others. The team continues to work with county judges and perform followup reviews to bring them into compliance. The team identified 5,000 deceased wards on the active list. Mr. Rinard also mentioned positive feedback on an online guardianship annual reporting system pilot project that has been launched in Cameron County, Travis County, and Montgomery County to provide an online inventory and accounting function.

D. JBCC Meeting Dates

1. Next JBCC Meeting – Friday, August 6, 2021
2. Proposed Meeting Dates for FY 2022
 - a. Friday, November 5, 2021
 - b. Friday, February 4, 2022
 - c. Friday, May 6, 2022
 - d. Friday, August 5, 2022

Agenda Item XII. Public Comment

The following individuals provided public comment:

Art Richardson
Shelby O'Brien

Agenda Item XIII. Closing Remarks

Judge Harle acknowledged JBCC staff for all their hard work.

Agenda Item XIV. Adjournment

The meeting was adjourned at 11:20 am.



Judge Sid Harle, Chair



Date