

JUDICIAL BRANCH CERTIFICATION COMMISSION

Commission Meeting Agenda

First Floor Conference Room
Tom C. Clark Building
205 W. 14th Street
Austin, Texas 78701
Friday, May 3, 2024
(10:15 a.m. Until Adjournment)

The Judicial Branch Certification Commission (Commission) will convene as posted to deliberate and take formal action, if necessary, on the following agenda items.

The meeting can be viewed by the public on YouTube on the Texas Courts Channel at <https://www.youtube.com/@TexasCourts>

- I. Call to Order, Roll Call, and Certification of Quorum
- II. Pledges of Allegiance to United States Flag and Texas Flag
- III. Opening Remarks
 - A. Welcome – Judge Sid Harle, Chairman
 - B. Regulatory Services Division Report – Jeff Rinard, Commission Director
- IV. Approval of Commission Meeting Minutes from February 2, 2024
- V. Approval of Commission Disciplinary Action, by Default, and Issuance of Final Order

Process Servers Certification

January 18, 2024 meeting

- A. In the Matter of Jenn’J King, Cause No. 0436
- B. In the Matter of Earl Nevels, Cause No. 0439
- C. In the Matter of Sharon Young, Cause No. 0451
- D. In the Matter of Kevin Blessing, Cause No. 0452
- E. In the Matter of Nancy Ruiz, Cause No. 0459

March 21, 2024 meeting

- F. In the Matter of Trevian Crowe, Cause No. 0470
- G. In the Matter of Rachel Alexander, Cause No. 0496
- H. In the Matter of Rachel Alexander, Cause No. 0542
- I. In the Matter of Flora Pardo, Cause No. 0497

- VI. Approval of Agreed Final Order - Acceptance by Respondent of Penalty and Sanction

Process Server Certification

- A. In the Matter of Abraham Rojas, Cause No. 0437
- B. In the Matter of Christina Edwards, Cause No. 0455
- C. In the Matter of Santiago Castillo, Cause No. 0461

Guardianship Certification

D. In the Matter of Ginger Lott, Cause No. 0593

VII. Advisory Board Complaint Review Committee Recommendations to Dismiss Complaints

Court Reporters Certification

A. In the Matter of Robin Washington, Cause No. 0557

VIII. Administrative Dismissal of Complaints

Process Servers Certification

A. In the Matter of Cause No. 0456

B. In the Matter of Cause No. 0465

C. In the Matter of Cause No. 0472

D. In the Matter of Cause No. 0478

E. In the Matter of Cause No. 0483

F. In the Matter of Cause No. 0484

G. In the Matter of Cause No. 0488

H. In the Matter of Cause No. 0490

I. In the Matter of Cause No. 0509

Court Reporters Certification

J. In the Matter of Cause No. 0529

K. In the Matter of Cause No. 0548

L. In the Matter of Cause No. 0558

M. In the Matter of Cause No. 0564

N. In the Matter of Cause No. 0606

O. In the Matter of Cause No. 0648

P. In the Matter of Cause No. 0649

Q. In the Matter of Cause No. 0660

R. In the Matter of Cause No. 0661

S. In the Matter of Cause No. 0663

Court Reporting Firms

T. In the Matter of Cause No. 0530

Licensed Court Interpreters

U. In the Matter of Cause No. 0633

Guardianship Certification

V. In the Matter of Cause No. 0555

W. In the Matter of Cause No. 0610

X. In the Matter of Cause No. 0672

Y. In the Matter of Cause No. 0673

Professions Not Regulated by the Commission

Z. In the Matter of Cause No. 0639

- IX. Administrative Matters Relating to the Commission
 - A. Pending Litigation – *Holmgren and Preferred Legal Services, Inc. v. JBCC, Storycloud et. al.* -- CLOSED SESSION to confer with Legal Counsel
 - B. Upcoming Advisory Board Meetings
 - 1. Guardianship Certification – May 14, 2024
 - 2. Court Reporters Certification – May 17, 2024
 - 3. Process Servers Certification – May 23, 2024
 - 4. Licensed Court Interpreters – TBD
 - C. Update on Guardianship Certification Code of Ethics and Minimum Standards
 - D. Update on Guardianship Certification Sanction Matrix
 - E. Update on Process Servers Certification Sanction Matrix
 - F. Uniform Format Manual Update
 - G. Commission Meeting Dates
 - 1. Next Commission Meeting – Friday, August 2, 2024
 - 2. Proposed Meeting Dates for FY 2025
 - 1. Friday, November 1, 2024
 - 2. Friday, February 7, 2025
 - 3. Friday, May 2, 2025
 - 4. Friday, August 1, 2025
- X. Remembering Mr. Art Richardson
- XI. Public Comment *Comments will be limited to no more than three minutes*
- XII. Closing Remarks
- XIII. Adjournment

The Commission may meet in closed session pursuant to Section 8 of the Public Meeting Policy to deliberate upon an agenda item.

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 within five (5) business days prior to the meeting to make appropriate arrangements.