

JUDICIAL BRANCH CERTIFICATION COMMISSION
****Revised Commission Meeting Agenda****
This Agenda has been revised to change the location as noted below:

First Floor Conference Room
Tom C. Clark Building
205 W. 14th Street
Austin, Texas 78701
Friday, May 2, 2025
(10:00 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 – Chair of the Commission
 - B. Comments from Texas Supreme Court Justice Rebeca Aizpuru Huddle
 - C. Regulatory Services Division Report – Director
- IV. Approval of Prior Meeting Minutes
 - A. Commission Meeting Minutes from February 7, 2025
 - B. Special Commission Meeting Minutes from March 13, 2025
- V. Compliance Hearings Before the Commission
 - Court Reporters Certification
 - A. In the Matter of Cheryl Dixon, Cause No. 0777
 - B. In the Matter of LaToya Young, Cause Nos. 0714 and 0796
- VI. Agreed Final Orders - Acceptance by Respondents of Penalty and Sanction
 - Process Servers Certification
 - A. In the Matter of Byron McDuffie, Cause No. 0642
 - B. In the Matter of Denise Biggs, Cause Nos. 0627 and 0670
 - Court Reporters Certification
 - A. In the Matter of Janet Wright, Cause No. 0653
 - B. In the Matter of Micah Gentry, Cause No. 0682
- VII. Approval of Settlement Agreements
 - Process Servers Certification
 - A. In the Matter of Taiwo Osibanjo, Cause No. 0612
 - B. In the Matter of Reginald Morgan, Cause No. 0624
 - C. In the Matter of Eduardo Aguirre, Cause No. 0631

VIII. Administrative Dismissal of Complaints

Guardianship Certification

No Misconduct:

A. In the Matter of Cause No. 0783

Outside the Jurisdiction of the Commission:

B. In the Matter of Cause No. 0699

C. In the Matter of Cause No. 0722

Process Servers Certification

Outside the Jurisdiction of the Commission:

D. In the Matter of Cause No. 0761

E. In the Matter of Cause No. 0711

No Misconduct:

F. In the Matter of Cause No. 0768

G. In the Matter of Cause No. 0797

Court Reporters Certification

No Misconduct:

H. In the Matter of Cause No. 0745

I. In the Matter of Cause No. 0780

J. In the Matter of Cause No. 0789

No Misconduct and Outside the Jurisdiction of the Commission:

K. In the Matter of Cause No. 0778

L. In the Matter of Cause No. 0787

Outside the Jurisdiction of the Commission:

M. In the Matter of Cause No. 0755

Professions Not Regulated by the Commission

Outside the Jurisdiction of the Commission:

N. In the Matter of Cause No. 0786

O. In the Matter of Cause No. 0814

IX. Request for Reconsideration of Administrative Dismissal of Complaints

A. In the Matter of Cause No. 0712

X. Administrative Matters Relating to the Commission

- A. Presentation by Director on Commission Short-Range Planning
- B. Presentation by Director on Commission Backup Contents Policy
- C. Consider and Take Appropriate Action on Proposed Revision to JBCC Rules to Align Licensed Court Interpreter Oral Exam Fees with Actual Exam Costs
- D. Consider and Take Appropriate Action on Recommendations to the Texas Supreme Court for Appointments/Re-appointments to the Court Reporter Advisory Board
- E. Next Commission Meeting- Friday, August 1, 2025

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 Judicial Branch Certification Commission 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 the Commission's Compliance Department at (512) 475-4368 or compliance@txcourts.gov no later than five (5) business days prior to the meeting to make appropriate arrangements.