

MINUTES

Meeting: Commission on Jail Standards

Place: Texas State Capitol Extension, Room E2.010
1100 Congress Avenue
Austin, TX 78701

To obtain a recording of the meeting after May 6, 2021, contact staffer William Turner, at 512-463-2690. An electronic copy of this agenda is available at:
<https://www.tcjs.state.tx.us/meetings>.

Time: 9:00 a.m.

Date: August 5, 2021

I. Call to Order

The meeting was called to order by Chairman Judge Stoudt of the Texas Commission on Jail Standards at 9:00 a.m.

II. Roll Call of Commission Members

Judge Bill Stoudt, Chairman	Sheriff Kelly Rowe
Dr. Esmaeil Porsa, Vice Chair	Commissioner Ben Perry
Mr. Duane Lock	Monica McBride
Ms. Patricia Anthony	Sheriff Raul “Pinky” Gonzales
Mr. Ross Reyes	

Commission members present at roll call were Judge Bill Stoudt, Dr. Esmaeil Porsa, Mr. Duane Lock, Mr. Ross Reyes, Ms. Patricia Anthony, Sheriff Kelly Rowe, Commissioner Ben Perry, Sheriff Raul “Pinky” Gonzales and Ms. Monica McBride. Staff members attending included Brandon Wood, Carol Bernhard, Jason Ross, Byron Shelton, William Turner, Ben Ablon, Courtney Elrod, Earnestine Sanders, Jason Jouett, Michael Gravitt, Jon Luna, Leslie Speir, Valerie Woehl, Alicia Soto-Barker and Elizabeth Thomas. Dennis McKinney, Assistant Attorney General, was also *present*.

Others in attendance were:

Adam King	Katy Fallon-Brown
Aric Albers	Krish Gundu
B. Steven Buntyn	Krystle Cline
Bobby Rader, Sheriff	Linda Grant
Bryan Gordy, LaSalle	Mark Padilla
Carla Stone, LaSalle	Mark Beauchamp
Curt Parde	Melissa Gonzales
Diana Claitor	Michael Starkey
Eleanor Jones	Mike Ward
Eric Templeton	Phillip Bosquez
Flint Britton	Representative Jay Dean
Fredrick Robinson	Robert Edson
Glenda Ramsey	Roger Miller
Goldie Vanzandt	Ron Morgan
Jackie Benningfield	Ricky Armstrong
Jay Eason	Scott Pitt
Jean Skinner	Scott Williams
Jennifer Shumake	Shane Sowell
Jaime Rios	Shannon J. Herklotz
Jeremy Shipley	Stan Parker
Karen Porter	Tamera Hutcherson
Katherine Wiseman	William Pharris
Kathleen Pokluda	

III. Approval of Minutes

The amended minutes for the meeting conducted on May 6, 2021 were unanimously approved.

IV. Public Comment

Jean Skinner – Asked the Commission for an investigation into her brother’s death. She related the incident in Denton, County involving her brother, his heart and medical condition and subsequent death in the hospital, after jail staff transported him.

Goldie Vanzandt, U.S. Navy Veteran – Asked the Commissioners for more protection of veterans in the jail at this time, after relating experiences in the Harris County Jail.

V. Old Business

A. Hale County - Notice of Non-compliance

Executive Director Brandon Wood explained that Hale County was issued notice of non-compliance in January of 2021. The annual inspection identified three areas of non-compliance: failure to notify the magistrate within 12 hours after identifying an inmate with a mental health issue, failure to ensure that the approved Mental Health/Suicide Prevention Screening instrument is completed on all admitted inmates, and failure to ensure that inmates in restraints are observed every 15 minutes. An escape also occurred after the inspection, due to a failure to secure doors. Hale County is now back in compliance, and Mr. Wood recommended that no action be taken and that staff continue to monitor the county to ensure their compliance. Sheriff Rowe moved to accept staff recommendation, and Dr. Porsa seconded the motion. The motion passed unanimously.

B. Hudspeth County - Notice of Non-compliance

Executive Director Wood explained that the county was inspected in January 2021 and the following six areas of Non-compliance were identified; inoperable intercoms on the old side of the jail, quarterly life safety training, initial custody assessments, classification audits, suicide prevention training, and inmates being provided 24 hours notice before signing waiver or having a disciplinary hearing. Director Wood reported that as of April 21st they have been a compliant facility. No action is required. Sheriff Rowe moved to accept staff recommendation and Dr. Porsa seconded the motion. The motion passed unanimously.

C. Liberty County - Notice of Non-compliance

Executive Director Wood stated that the Liberty County Jail has come before the Commissioners several times and multiple Stop-By Inspections and visits have been conducted. Liberty County converted back to a County run facility on October 1st, 2020, and has continued to work with TCJS inspectors to ensure compliance. Liberty County also hired private consultant Billie (W.J.) Bryan to consult with and to assist them with the necessary compliance measures. The facility was placed back in compliance during an annual inspection conducted in July 2021; all areas of non-compliance noted in the May 2020 annual inspection had been corrected. Sheriff Bobby Rader thanked the Commission for the assistance in obtaining compliance. Director Wood conveyed that inspectors will continue to work with County staff and inspect the facility often, and no action is necessary at this time. Commissioner Lock moved to accept the recommendation, and Commissioner Perry seconded the motion. The motion passed unanimously.

D. Sutton County - Notice of Non-compliance

Mr. Wood stated that the jail was found to be in non-compliance in January of 2021 for not having documented suicide prevention training. They were placed back into compliance in April 2021. Mr. Wood related that the new Sheriff has submitted an approved action plan and addressed and corrected the training on Suicide prevention in the jail. Director Wood recommended no action as the jail is currently in compliance. Dr. Porsa motioned to accept the recommendation and Commissioner Anthony seconded. The motion was unanimously approved.

E. Willacy County - Notice of Non-compliance

Mr. Wood reported that the Willacy Jail inspection conducted in December 2020 found the jail non-compliant in the areas of lack of life safety equipment inspections and lack of preventative maintenance. The subsequent April reinspection found a few areas of non-compliance remaining. The County requested a reinspection and on July 9, 2021, the jail was found to be in compliance. Mr. Wood recommended no action. Commissioner Locke motioned to accept the recommendation and Dr. Porsa seconded. The motion was unanimously approved.

F. Proposed New Standard – Temp Jailer Supervisors

§ 276.3 Clarifying Prohibition of Temp Jailer Supervisors – Published for Adoption
Dr. Porsa motioned to approve staff recommendation for adoption. Commissioner Perry seconded the motion and it passed unanimously.

VI. New Business

A. Johnson County Jail (P) – Notice of Non-compliance

Mr. Wood stated that Johnson County jail was found to be non-compliant on April, 2021, after a critical incident. In 2020 during a special inspection, the county was found to be in violation of TCOLE and Occupational licensing requirements for jailers and supervisory jail employees. Jay Eason, with private firm LaSalle, appeared to speak alongside administrator Carla Stone, Bryan Gordy and Sheriff King. Mr. Eason provided a tabbed packet presentation concerning tracking the training and certification of staff/recruiting in conjunction with their new spreadsheet and corrective action plan. Commissioner Lock asked how the staff learned of the licensing issue breakdown and inquired about other breakdowns. Director Wood related that the death in custody at Johnson County jail precipitated discovery of the licensing shortfalls and corresponding folders. Dr. Porsa recommended sharing the license tracking spreadsheet with their peers. Director Wood asked Mr. Eason if he has implemented the tracking at all of their managed facilities. Commissioner Anthony asked Mr. Eason for clarification on the spreadsheet. Director Wood recommends no action due to the corrective actions taken by jail staff. Commissioner

Lock motioned to approve staff recommendation and Commissioner Anthony seconded the motion. The motion passed unanimously.

B. Coryell County Jail – Notice of Non-compliance

Director Wood explained Coryell County was found in non-compliance due to exceeding inmate capacity on multiple occasions. Coryell County Sheriff Scott Williams related that there are eight counties where Coryell contracts out their inmates, and that they are searching for more. The Sheriff reported that the Commissioners Court has taken forward steps in order to alleviate the jail overcrowding, such as Zoom and transport services. Commissioner Lock asked about electronic monitoring. The Coryell County Judge related that they are actively trying to deal with the issues and that there are 800 cases being electronically monitored in the County and that a county facility advisory committee has been established. Sheriff Williams answered Commissioner Lock’s population question by reporting that, as of this morning, 112 inmates are housed out of the county, and 88 are in the facility. The Sheriff reported that other counties refuse to take inmates with any mental health related issues. Commissioner Anthony suggested that the Judge should consider evaluating whether the inmate is a first-time offender and their likelihood of reoffending, which may alleviate the overcrowding by allow the offender to bail out earlier. The judge replied “well noted.” Mr. Wood clarified the current capacity of the jail is 92, and Coryell has been under capacity for approximately 28 days or more. Mr. Wood related that TCJS will continue to work with the Sheriff in the difficult situation he faces and agreed with the judge that a buffer is necessary. Mr. Wood related that TCJS would reinspect once Coryell has been compliance for at least 30 days and requests the reinspection. Mr. Wood recommended no action be taken due to the county’s progress. Commissioner Dr. Porsa so moved and Commissioner Anthony seconded. The motion passed unanimously.

C. Freestone County Jail – Notice of Non-compliance

Mr. Wood stated that Freestone County Jail failed their most recent annual inspection and also stated that they have failed their last four annual inspections in a row. On April 21st, the county addressed prior issues and was found compliant with regards to the previous issues. However, based upon their history of failing/non-compliance, they have been placed on the agenda at this meeting. Sheriff Jeremy Shipley and Judge Linda Graham related the frustrations and issues with regards to the outdated facility, as well as lack of finances, employees, beds and the failure of their inspections, despite working very hard. Sheriff Shipley said he would continue to work very hard to maintain their compliance. Dr. Porsa confirmed that the jail is currently in compliance. The Judge related that they support the Sheriff in his challenging work. Sheriff Rowe asked about the possibility of an independent assessment of the facility and operations. The Judge told Sheriff Rowe she and the Sheriff would welcome that. Commissioner Lock asked the Sheriff to clarify his comment that the assessment was wrong. The Sheriff related that, in his opinion, he has no holding cells, that the book-in person has to be in a caged office with the floor jailer booking inmates in, and he thinks he needs

more staff. Mr. Wood confirmed that TCJS does staffing analyses and that the jail is not optimal and is a grandfathered facility, making it difficult to operate. Mr. Wood related that Sheriff Shipley's jail may need to take a hard look at staffing, possibly obtain more staff than the minimum staffing identified by TCJS in the staffing analysis. Director Wood suggested that the third party and finance/staff decisions will likely need to be made at the local level. Chairman Stoudt offered TCJS personnel to sit down with the Sheriff and his staff. Mr. Wood recommended that no action is necessary as they are currently in compliance and that TCJS staff will be available to discuss recommendations with the entire criminal justice group in the county. Commissioner Lock motioned to approve staff recommendation and Commissioner Reyes seconded. The motion passed unanimously.

D. Legislative Update

Mr. Wood explained that the Commission meeting book contains a listing of all the bills that passed that either directly affect the Commission, jails, stakeholders or inmates in facilities. The book also contains a narrative on said bills. Mr. Wood explained that the Sunset Bill analysis is also included, given that TCJS operations will change due to the bill passage.

VII. Variances

A. Howard County – Variance Request

Mr. Wood explained that Howard County is requesting a variance for construction of three additional double bunks within two current dormitories expanding the capacity by 6 beds. Director wood commended the county's planning up front, allowing for the expanded capacity. Howard County Sheriff Stan Parker and Judge Katherine Wiseman related that the average population is 102 for their 96-bed jail and that the 12 additional beds will definitely help them. They stated they had visited with architects. The judge commended the Sheriff for keeping inmates safe in his jail. She asked for consideration in granting the variance. She said they have a pre-trial bonding program and that COVID, mental health issues and the increasing female population has been challenging. Director Wood confirmed that the county will be adding additional staff. Mr. Wood recommended granting approval of the variance for a one-year period at which time the county will update the Commission. Sheriff Rowe made the motion to approve, Commissioner Lock seconded the motion and the motion passed unanimously.

B. Val Verde – Variance Request

Mr. Wood explained the unique Val Verde County situation in that the county has been affected greatly by the border situation and the large number of illegal immigrants crossing the border. Val Verde is part of the Governor's emergency status disaster area. The Governor issued a waiver for Val Verde to install the additional

beds. However, we believe it is proper to bring it before you as a variance which will then allow the waiver to be withdrawn but variance to stay in place. The county has a plan in place to operate with proper staffing. Staff recommends approving the variance to allow the county to install 9 additional beds in single occupancy cells until the declared disaster is no longer in place. Dr. Porsa motioned to approve the recommendation and Commissioner Lock seconded. The Commission approved the motion unanimously.

C. Wichita County – Variance Request

Mr. Wood explained that Wichita County is requested a variance to the 19-inch seating height requirement. Guidelines were sought through TDLR to ensure that no violations occur with regards to ADA. TDLR had no issues with the 19.85 inch dayroom table stool height, which he reported, are used throughout the country. Architect Pardee communicated that there are numbers of manufactures of tables and that they are not all compliant with the 19-inch requirement. Sheriff Rowe confirmed that TDLR had no issues with the 19.85 seating height. Mr. Wood asked if TDLR provided anything in writing and he was told that there was documentation in writing. Mr. Wood recommended the variance be approved and that TCJS may want to look at a possible change in standards due to this 0.85 inch issue. Commissioner Lock motioned to approve, and Commissioner Anthony seconded. Commissioners approved the motion unanimously.

VIII. Staff Report

A. Completed Jail Projects

Atascosa County – Renovation
- Booking and Female Housing - 0 Beds

Nueces County – Renovation
- McKinzie Annex Dormitories Housing - 96 Beds

B. Jail Planning and Construction List.

18 facilities are in the planning stages, and 19 facilities are under construction.

C. Jails in Compliance/Noncompliance - Risk Assessment Report.

237 facilities are in compliance, 8 are in non-compliance.

D. Status of Remedial Orders.

No active remedial orders.

E. Status and Composition of Jail Population.

Mr. Wood explained that jail populations statewide have increased and are almost back to pre-pandemic levels. The fact that courts are not conducting as many jury trials has contributed to a rise in the pretrial populations, and immigration has contributed to rising population levels. The Commission is working with counties, other entities, the Office of the Governor and the Legislature to identify possible solutions.

On July 1, 2021 the total population in Texas county jails increased by 1,418 from the previous month. Statewide capacity increased by 59 due to Nueces County adding beds. Jails are now collectively operating at 70.44% of capacity. As of July 1, 2021, there was one (1) jail at 100% or more of capacity. On July 1, 2021, six (6) TDCJ Half-Way House inmates were housed in county facilities. In addition, local facilities were housing twenty-one (21) out-of-state inmates (New Mexico) in one (1) facility. The total number of contract inmates (county, federal, TDCJ and out-of-state) was 6,925.

F. Executive Director's Activities

June 9:

- Met with Uvalde County officials in Uvalde Texas to discuss jail operations and Operation Lone Star
- Met with Zavala County officials in Crystal City, Texas to discuss jail operations and Operation Lone Star
- Met with Maverick County officials in Eagle Pass, Texas to discuss jail operations and Operation Lone Star

June 10:

- Met with Val Verde County officials in Del Rio, Texas to discuss jail operations and Operation Lone Star
- Attended Governor's Conference on Border Security in Del Rio, Texas

June 15:

- Accompanied commission staff to Dilley, Texas to survey the Dolph Briscoe Unit
- Met with Frio County officials in Pearsal, Texas to discuss jail operations and Operation Lone Star

June 16:

- Attended and presented at the Texas Chief Deputies Annual Conference in College Station, Texas

July 1:

- Accompanied commission staff to Del Rio, Texas to survey the Val Verde County Temporary Booking and Processing Center

July 10:

- Attended Governor's Conference on Border Security in Austin, Texas

Note: The executive director, as part of the Border Security Task Force, has operated from the State Operations Center-Remote and attached to the Texas Division of Emergency Management in an effort to assist Operation Lone Star. Staff has assisted in this effort, and all agency duties continue to be carried out.

G. Staff Training/Activities

- **May 9-14, 2021** - Inspectors Jason Jouett, Jennifer Shumake, Byron Shelton, and Michael Gravitt, along with Program Specialists Lupe Moreno, Melissa Johns and Planner Alicia Barker, conducted What to Expect During a Jail Inspection and The Basics of Minimum Jail Standards at the 35th Annual Texas Jail Association conference in Austin, Texas.
- **May 18, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Eastland, Texas for 9 detention officers.
- **May 18, 2021** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers courses (#4901) in Gonzales, Texas for 10 detention officers.
- **May 19, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Gonzales, Texas for 5 detention officers.
- **May 20, 2021** - Mental Health Trainer Melvin Bowser conducted a 4-hour Suicide Prevention for Jailers courses (#4901) in Gonzales, Texas for 10 detention officers.
- **May 20, 2021** - Accountant Leslie Speir attended Advanced Expenditure Processing training provided by the Texas Comptrollers of Public Accounts via WebEx.
- **May 25, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Floresville, Texas for 12 detention officers.
- **May 25, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Granbury, Texas for 16 detention officers.
- **May 26, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Floresville, Texas for 11 detention officers.
- **May 27, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Cameron, Texas for 11 detention officers.
- **May 27, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Gainesville, Texas for 18 detention officers.
- **June 1, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Clarksville, Texas for 7 detention officers.
- **June 2, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Clarksville, Texas for 10 detention officers.
- **June 4, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) via WebEx for Program Specialist Lupe Moreno, Inspector Michael Gravitt, Assistant Director Jason Ross, and Assistant Director Wendy Wisneski.
- **June 8, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Brenham, Texas for 15 detention officers.

- **June 15, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Bryan, Texas for 13 detention officers.
- **June 15, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Cleburne, Texas for 10 detention officers.
- **June 15, 2021** - Assistant Director Wendy Wisneski attended Objective Jail Classification (#3519) provided by TEEEX using their online platform.
- **June 16, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Cleburne, Texas for 6 detention officers.
- **June 17, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Cleburne, Texas for 9 detention officers.
- **June 22, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Edna, Texas for 15 detention officers.
- **June 23, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Decatur, Texas for 5 detention officers.
- **June 23, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Edna, Texas for 10 detention officers.
- **June 26, 2021** - Inspector Bryon Shelton attended Objective Jail Classification (#3519) provided by TEEEX using their online platform.
- **June 29, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Caldwell, Texas for 4 detention officers.
- **June 30, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Decatur, Texas for 5 detention officers.
- **July 6, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Colorado City, Texas.
- **July 7, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Colorado City, Texas.
- **July 8, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Colorado City, Texas.
- **July 12, 2021** - Executive Director Brandon Wood, Assistant Director Wendy Wisneski, Inspector Jason Jouett, Planner Alicia Barker, Staff Services Officer Carol Bernhard and OAG Representative Dennis McKinney conducted New Commissioner Training for Commissioners Ross Reyes and Raul Gonzales.
- **July 13, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Pecos, Texas for.
- **July 15, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Plainview, Texas.
- **July 20, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Cleburne, Texas.
- **July 21, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Cleburne, Texas.
- **July 21, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Galveston, Texas.
- **July 22, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Cleburne, Texas.

- **July 23, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Crockett, Texas.
- **July 27, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Falfurrias, Texas.
- **July 27, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Carthage, Texas.
- **July 29, 2021** - Mental Health Trainer Earnestine Sanders conducted an 8-hour Mental Health Training for Jailers course (#4900) in Fairfield, Texas.
- **July 29, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Karnes City, Texas.
- **August 4, 2021** - Mental Health Trainer Melvin Bowser conducted an 8-hour Mental Health Training for Jailers course (#4900) in Hempstead, Texas

H. Financial Report/Budget. Commissioners were provided a copy of the Summary of Budget Expenditures for FY 2021.

I. Inmate Complaint Report. Commissioners were provided a list of inmate complaints for the months of May, June, and July. June was a heavy month for complaints. One of the mental health inspector positions has been repurposed as a Complaint Inspector.

J. Sunset Review. The Sunset Bill is provided herein. TCJS has reviewed the Sunset recommendations and has been in contact with the National Institute of Corrections who provides consulting and technical assistance. NIC is helping TCJS develop risk assessment tools that will assist in making modifications to a more risk-based approach to the inspections we conduct. TCJS continues to make itself available to the author of its Sunset bill to answer questions as they present themselves.

K. Operation Lone Star. The Commission on Jail Standards was named as part of the border task force “Operation Lone Star”. We have been asked to assist at the State Operations Center. We requested a supplemental appropriations request including three FTE’s as well as additional funding to meet the OLS requirements.

IX. Other Business

Commission Activities

- TCJS provided New Commissioner Training for Commissioner Reyes and Sheriff “Pinky” Gonzales on July 12th, 2021 from 9:00 AM to 12:00 noon. Six (6) staff members and Dennis McKinney were in attendance.

Staff Activities

- Inspector Jennifer Shumake resigned effective June 24, 2021
- Assistant Planner Courtney Elrod was hired as Assistant Planner, effective July 2, 2021
- Ben Ablon was hired as an additional Complaint Inspector, effective August 3, 2021.

Off-Duty Employment

- No one is performing off-duty employment that creates a conflict of interest with duties at the Commission.

Miscellaneous Letters of Comment

- Titus County Sheriff's office recommendation letter concerning Mr. Jouett.

X. Executive Session — Personnel Matter

At 10:40 a.m. the Board went into Executive Session in accordance with Section 551.074(a) (1), Government Code, Personnel Matters, to deliberate the employment, evaluation and salary of the Executive Director.

At 11:04 a.m. the open meeting reconvened. Judge Stoudt corrected "Jennifer" Shumake's name and commended her service. The Judge commended Executive Director Wood and staff on leadership and the job they do. Commissioner Lock made a motion to raise Executive Director Mr. Wood's salary approximately 5% and Dr. Porsa seconded the motion. He recommended the approximately 5% increase begin September 1, 2021 and that this document will be put into Executive Director Wood's personnel file. The motion passed unanimously.

XI. Next Commission meeting is scheduled for November 4, 2021, in Austin, Texas, location to be determined.

XII. By appropriate motion to adjourn, Chairman Stoudt concluded the meeting, at 11:15.

The Board may meet in Closed Session on any item listed above if authorized by the Texas Open Meetings Act, Texas Government Code Ann. Ch. 551.



Brandon Wood, Executive Director

August 5, 2021



Carol Bernhard, Secretary of the Commission

August 5, 2021