

## MINUTES

**Meeting:** Commission on Jail Standards

**Place:** Stephen F. Austin Building  
1700 Congress Ave., Room #170  
Austin, TX 78701

To obtain a recording of the meeting after May 11, 2023, contact staffer William Turner, at 512-463-2690.

**Time:** 9:00 a.m.

**Date:** May 11, 2023

### **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	Commissioner Ben Perry
Mr. Duane Lock	Sheriff Kelly Rowe
Ms. Patricia Anthony	Ms. Monica McBride
	Sheriff Raul Gonzales

Commission members present at roll call were Judge Bill Stoudt, Mr. Duane Lock, Sheriff Kelly Rowe, Sheriff Raul Gonzales, Ms. Patricia Anthony, Ms. Monica McBride and Commissioner Ben Perry. Dr. Porsa and Commissioner Reyes were not in attendance. Mr. Dennis McKinney, Assistant Attorney General, was also present. Staff members attending in-person included Brandon Wood, Ricky Armstrong, Jason Jouett, Byron Shelton, William Turner, Michael Gravitt, Melvin Bowser, Carol Bernhard, Leslie Speir, Martin Arnold, Richard Morgan, Kaitlin Lopez-Cano, Chris Keith, Clarissa Fasci, Kaitlin Hickner, Zachary Aguirre, Brad Denison, and Valerie Woehl.

**Others in attendance were:**

- Chad Stroud, Hunt County S.O.
- Shannon Herklotz, Dallas County S.O.
- Sonya Burns, Advocate
- Ruth McClanahan, Harris County S.O.
- Michael Page, Montgomery County S.O.
- Flint Britton, HDR Architects
- Megan Milas, CGL
- Eric Goodman, CGL
- Philip Bosque, Harris County S.O.
- Sheriff Ed Gonzales, Harris County
- Major Daugherty, Harris County
- Sheriff Scott Williams, Coryell Co
- Suzanne Bradford, GMJ Inc.
- Judge Lee Norman, Garza Co.
- Patrick Daugherty, Harris Co. S.O.
- Jason Spencer, Harris Co. S.O.
- Kevin Stuart, Brazos Co. S.O.
- Juan Sandoval, Travis County S.O.
- Jonathen Sosa, Travis County S.O.
- Sheriff Roy Scifres, Hockney County
- Sheriff Tom Maddox, Sabine County S.O.
- Thomas Kerss, TAC
- Carmen Napp, TAC
- Jennifer Schumake, Bexar County S.O.
- Judge Roger Miller, Coryell County
- Eric Johnston, McGinnis Lochridge.
- Sheriff Carl L. Squyres, Runnels County
- Kimberly Dunn, Runnels County
- Richardo Martinez, Warden, Garza Co. S.O.
- Juan Ornelas, Runnels County S.O.
- Brandon K. Pohls, Runnels Co. S.O.
- Diana Claitor, Texas Jail Project
- Alicia Soto-Barker, BSW Architects
- Charles Goodman, BSW Architects
- Kathleen Pokluda, Williamson Co. S.O.
- Lt. R. Shirley, Harris Co. S.O.
- Sheriff Maxey Cerliano, Gregg Co.
- Maria Velasquez, Travis County S.O.

**III. Approval of Minutes**

Sheriff Rowe moved to approve the minutes for the meeting conducted on February 8, 2023. Commissioner Lock seconded the motion, which was subsequently approved unanimously.

**IV. Public Comment**

Diana Claitor, Co-Founder and retired Director of the Texas Jail Project spoke regarding the death of Julian Torres of El Paso. He was the beloved only son of Greg and Carlotta Torres. Ms. Claitor and Ms. Gundu submitted a report to TCJS on the Torres incident and requested that the board examine the event fully. She said that, as a teenager, Julian experienced Epilepsy and Mental Disabilities and that, given that his father was a former Employee of Emergent Health, he “knew his stuff.” She said the elder Mr. Torres was very communicative about his son’s mental health needs and worked to ensure continuity of care for his son before and during his incarceration in the jail. She said that it seems nobody was ensuring Julian was receiving the correct mental health and seizure medications. Mr. Torres was informed that Julian had dropped some appointments with Emergent Health Services and that 30 days had

passed since his scheduled medication appointment. She indicated that the family was told that his services could not be renewed until he was released from jail. She related that they seemed to be ignoring the facts of the case. Ms. Claitor said that, the last time Gregorio Torres saw his son's body, his face had markings consistent with a beating. Ms. Claitor asked for a serious investigation into the death of Julian Torres. She requested the board focus on the investigation and the failure of multiple systems. Ms. Claitor said she wishes to see procedures and processes in place to prevent such occurrences. In addition, she suggested the investigation should include the mental health authority and focus on improving communication among the patient, family, jail staff, TCJS and all stakeholders.

## **V. Old Business**

### **A. Coryell County - Notice of Non-compliance and Remedial Order Enforcement**

Executive Director Brandon Wood explained that Coryell County was issued a notice of noncompliance, has an active remedial order issued, and has been referred to the Office of Attorney General for enforcement of the order. He further explained that the county has been in non-compliance since April 2021, due to overcrowded conditions and other ongoing violations. Mr. Wood said the results of a recent on-site comprehensive reinspection are in the commission book for review. Coryell County's Judge Roger Miller said that today marks the two-year anniversary of the County appearing before the Commission. He listed the county actions taken in the past two years, which included, among others, contracting with nearby counties, increasing jailers' salaries, adding days to docketing, adding pretrial services, and working on construction plans. Commissioner Lock spoke to the judge about the Johnson County contract. Judge Miller said he was not aware of any instance where they exceeded the maximum inmate capacity since contracting with Johnson County. Commissioner Perry wanted the County Judge to address all Life Safety related issues. The Sheriff addressed them and described the training issues concerning medication and medical issues. The Sheriff said that jail staff twice overrode medical decisions when transfer issues were involved and that all jail staff now know that their jail policy prohibits this. The Sheriff said that staff has been adequately trained and are fully aware they are prohibited from making decisions themselves regarding medications. The Sheriff said they are now staying in the low 70's for capacity. Commissioner Lock wanted more details from the Sheriff on what's been done to correct the issues. The Sheriff said that they have changed medical providers and that he has known the new nurse for a long time and sat down with her to discuss the inspection issues. The Sheriff said that the nurse will call him directly if any potential problems begin to arise. The Sheriff described their new serious incident management system. He also discussed the management issues with his administrators and said that they are all busy but that he intends to stay on top of the administrative efforts. Sheriff Rowe commented that the jail staff is going to have to get proactive with the issues that keep popping up. Mr. Wood asked about the county contracts and confirmed with the Sheriff that Johnson County will take any and all female inmates and that it is a new contract in addition

over and above the older existing ones. The Sheriff confirmed that Johnson Co. is the 9<sup>th</sup> contract. Mr. Wood related that the overcapacity issues appear to have been adequately addressed for the moment with the new and existing contracts and confirmed that the Sheriff submitted a corrective plan of action, in response to the reinspection. Mr. Wood said agency staff is ensuring the County has addressed the issues outlined in the reinspection through the corrective plan of action and is correcting them. Mr. Wood said that adequately addressing the overcrowding should give the county the opportunity to address the other issues. He also said that the documentation must demonstrate a pattern of correcting and maintaining the standards. Mr. Wood said the Agency is awaiting Coryell's request for reinspection. Mr. Wood recommended that the County and TCJS staff continue to work through issues and that no action be taken. Furthermore, he suggested the remedial order remain in place with the Office of the Attorney General (AG). The AG official had no additional comments.

**B. Leon County - Notice of Non-compliance and Remedial Order Enforcement**

Executive Director Wood explained that Leon County was on the agenda because the county was issued a notice of non-compliance in July of 2022. The issues identified were overcrowding and lack of adequate staffing. Mr. Wood said that the County has worked with TCJS and that as of now, the County has regained compliance by addressing all compliance issues so therefore no additional action is recommended to be taken.

**C. Runnels County - Notice of Non-Compliance**

Executive Director Brandon Wood reported that Runnels County is on the agenda as "Old Business" due to August of 2022 inspection that found multiple areas of concern: understaffing, inadequate ansul kitchen system inspections, malfunctioning emergency generator switch, and missing required documentation of load-testing for the generator. The inspection also found paperwork management issues such as documented veterans services and observation checks of inmates. Mr. Wood reported that they appeared before you at the last meeting and provided an update. Runnels County Sheriff Carl Squyers spoke to update the Commissioners and said the jail should meet its targeted staffing levels by the end of May (this month) and that should go a long way to address the noncompliance issues related to their appearance at the meeting. He reported that the generator should be repaired by the end of May as well. Mr. Wood reported that the Runnels County generator does function and that the finding is related solely to documentation and newly "repaired" parts. Mr. Wood reported that inspectors believe the County will have adequate staffing by the end of May and, since we're approaching the one-year mark, he suggested the remedial order be in place if the County doesn't pass reinspection before the next Commission meeting in August of 2023. Commissioner Lock made the recommended motion and Commissioner Perry seconded it. The motion passed unanimously.

**D. Inspection Priority Assessment**

Executive Director Wood explained that the Inspection Priority Assessment was the change required by the Sunset Review Process. The Sunset Committee’s recommendation was to move away from an Annual Inspection model to a process that considers all the jail “Risk Factors,” ranking them appropriately and to determine the necessary inspections using this data. This system was designed with the assistance of Sam Houston State University professors. Director Wood said they continue to run models to determine effectiveness, citing the deaths in custody as an example. He said that currently they have a 24-month inspection schedule with higher risk jails being focused on more during that timeframe. Mr. Wood said that the agency expects to fully launch the Assessment September 1, 2023 and provide Commissioners a full overview, including the final Assessment tool and inspection schedule matrix.

**VI. New Business**

**A. Collin County -Automatic Sprinkler System, Deletion of sprinklers;  
Gov. Code § 511.0097**

Executive Director Wood explained that Collin County is appearing before them concerning the addition they are constructing for their facility and is requesting that automated sprinklers not be required in the new inmate occupied areas. He related that the variance does not apply to the existing facility. Director Wood explained that all other areas meet or exceed the systems required, and he recommended the variance be approved. Architect confirmed this facility is a booking area and recommended approval. Director Wood recommended that the variance be approved for the new addition of the Collin County Jail. Sheriff Rowe motioned to approve the variance, and Commissioner Perry seconded the motion. The motion carried unanimously.

**B. Runnels County- Automatic Sprinkler System, Deletion of sprinklers;  
Gov. Code § 511.0097**

Mr. Wood explained that this request is for a new facility currently in the planning stages for Runnels County. Director Wood stated Runnels County is requesting that sprinklers not be required in the inmate housing areas in the newly planned and proposed facility. He reported that all other minimum standards will be met. Director Wood recommended approval of the deletion of sprinklers. Sheriff Rowe motioned to approve the variance, and Commissioner Perry seconded the motion. The motion carried unanimously.

**C. Harris County – Non-compliance**

Executive Director Wood explained that Harris County was recently issued a notice of

noncompliance on April 17, 2023. The county was originally issued a notice of noncompliance in September of 2022, and it was determined that inmates were being held in holding cells longer than is permitted by minimum jail standards. While working on a plan to address this issue, a death-in-custody occurred. In December of 2022, a death-in-custody review determined that there were issues regarding the provision of inmate medical health care. The Feb 13-17, 2023, inspection identified the following problems; 1) inmates being held for an extended period of time in holding areas; 2) an ongoing issue of inmates not being seen by medical within 48 hours; and 3) insufficient staffing levels. In April, an additional noncompliance issue regarding observation of inmates arose. Director Wood related that staffing continues to be the primary noncompliance issue for Harris County jail and the issue that is driving other noncompliance issues. Director Wood reported that Harris County has provided a recent corrective plan of action. The Harris County Sheriff spoke. He was accompanied by Major Daugherty, and Chief Philip Bosquez. The Sheriff thanked TCJS staff and gave a report on the female facility and the number of bookings and inmates processed in the jail. The Sheriff outlined the indicated plans to hire additional staff, to meet with other criminal justice stakeholders, and to address the ongoing jail compliance issues. The major addressed jail rounds. Commissioner Lock indicated that he would like to come down and have the Sheriff show him “everything”. The Sheriff said he looked forward to seeing him. Commissioner Anthony discussed special requests with the major including hygiene products. Director Wood indicated that it would be helpful for the courts and members of the planning committee to report in order to demonstrate that the issues are being taken care of by area stakeholders. Commissioner Lock motioned to grant Director Wood the authority to issue a remedial order requiring Harris County to comply with standards in regard to minimum staffing and for the county officials to provide the Commission with a Staffing Plan within 90 days for review and approval. Sheriff Rowe seconded the motion, and the motion carried unanimously.

**D. Stonewall County Jail – Notice of Non-compliance**

Director Wood reported that Stonewall County was inspected in November of 2022. He said there were multiple areas of noncompliance. He said that the county was able to address all the areas of noncompliance in very short order with the exception of issues related to the self-contained breathing apparatus. Since the time of the notice of noncompliance the county managed to secure one for use on site and provided inspectors the training roster for the apparatus. Mr. Wood said the county is submitting a request for reinspection and he expects the county to be in compliance very shortly, therefore he recommended no action be taken.

**E. Inspection Fee Schedule Review**

Mr. Wood explained that the commissioner packet contains a proposed Inspection Fee Schedule. He explained that the agency is required to review and examine the Schedule and pricing to ensure the agency is covering all costs of the inspections. The revised

Inspection Fee schedule staff are recommending reflects increasing agency and inflation-related costs and raises the price of related inspections by approximately 5%-6%. The inspections affected by the increase are only those facilities that house over 30% non-Texas sentenced inmates. Commissioner Perry motioned to adopt the proposed Inspection Fee Schedule and Sheriff Rowe seconded the motion. The motion was adopted unanimously.

## **VII. Variances**

### **A. Brooks County Jail – 259.135 Dormitories; 259.143(b)(c)(d) Furnishings for Inmate Housing Areas**

Mr. Wood explained that the variance relates to the Falfurrias facility and will allow Hidalgo County to obtain compliance by using these variance beds. Mr. Wood confirmed that Brooks County Jail has increased staffing levels to accommodate the additional beds identified by the variance request. Sheriff Rowe motioned to approve the variance per staff recommendation, and Commissioner Perry seconded the motion. The motion was passed unanimously.

### **B. Garza County Detention Center (P) – 259.738 Dayrooms**

Mr. Wood explained that the variance relates to the Garza facility and that Harris County is one of largest customers for the center. The County Judge and Warden addressed the commission. Mr. Wood confirmed that Garza has increased staffing levels to accommodate the additional beds identified by the variance request and recommends that the approval granted by the variance subcommittee be affirmed for a period of 12 months. Commissioner Perry motioned to approve the variance per staff recommendation, and Sheriff Rowe seconded the motion. The motion was passed unanimously.

### **C. Sabine County Jail – 259.134 Multiple Occupancy Cells**

Mr. Wood explained that the Sabine variance would assist the county with overcrowding issues. Sheriff Tom Maddox spoke regarding the variance and said that currently they house their overflow in three different counties. The Sheriff said that they are running over their capacity and contract limits and that the weekends typically present more inmates. The Sheriff said that, for the first time in 23 years, the commissioners' court is discussing the possibility of new facility and that he is also currently seeking a contract with a facility that will lease them 10-15 beds. Mr. Wood recommended that the temporary variance request be approved for six months, with the variance to be reviewed again at the November Commission meeting. Director Wood requested that a member of the Commissioner's court attend the November meeting to provide a report. Sheriff Rowe motioned to approve the variance per staff recommendation, and Commissioner Lock seconded the motion. The motion was passed unanimously.

**D. Starr County Jail – 259.133 Single Cells; 259.135 Dormitories; 259.136 Dayrooms; 259.143(b)(c)(d) Furnishings for Inmate Housing Areas**

Mr. Wood explained that the Starr County variance was approved previously because it related to the Hidalgo County additional bed contract. Mr. Wood reported that the Hidalgo County was able to employ additional staff to serve the contract beds and assist the County. Mr. Wood confirmed that Garza increased staffing levels to accommodate the additional beds identified by the variance request and recommended that the approval granted by the variance subcommittee be affirmed for 12 months. Commissioner Perry motioned to approve the variance per staff recommendation, and Sheriff Rowe seconded the motion. The motion was passed unanimously.

**VIII. Administrative Rules Advisory Committee**

**A. Proposed Rules for Adoption**

**a. § 281.5. Staff Supervision – Food Handler License. No comment received.**

Executive Director Brandon Wood explained that the Advisory Committee discussed the change in language and recommended that the rule be published in the Texas Register. Director Wood also recommended it be published. Commissioner Anthony motioned to publish in the Texas Register, and Sheriff Gonzales seconded the motion. The motion was adopted unanimously.

**b. § 269 Records and Procedures, Subchapter D. Juvenile Justice Reports §§ 269.40 through 269.43 – Repeal.**

Executive Director Brandon Wood explained that this subchapter was removed from our agency’s jurisdiction and given to another agency and therefore repealed. The potential change was posted in the Texas Register and no comments were received. Mr. Wood recommended it be posted in the Texas Register for repeal. Sheriff Rowe motioned to publish in the Register for repeal, and Commissioner Anthony seconded. The motion passed unanimously.

**B. Public Petition for Change to Minimum Jail Standards**

**a. Telephone Books, Chapter 265, Rule 265.7 Telephone Use. Received from William Pailes.**

Because hardcopy telephone directories are rarely available anymore, the Administrative Rules Advisory Committee recommends amending this section and publishing it in the Texas Register for public comment. The language “telephone directory” was updated with “a telephone shall be available for inmates use within the processing area”. The new language states that the facility will allow reasonable access



to inmates' contacts and addresses. Director Wood agreed with the Committee's recommendation to publish the proposed rule change in the Texas Register for comment. Sheriff Rowe motioned to approve the recommendation, and Commissioner Anthony seconded the motion. The motion subsequently passed unanimously.

### **C. Proposed Rules for Public Comment**

#### **a. § 255.6 – Advisory Committee Rules – Awaiting Public Comment**

Director Wood explained that the proposed rule deals with the Advisory Committee and Administrative Rules. The Rules for the Advisory Committee have been published for comment in the Texas Register and the agency is currently awaiting comments. After the comment period closes, the rule will be brought before the Commission at the August meeting. This is a general rule for all Advisory Committees as well as the specific language for the Administrative Rules Advisory Committee. Director Wood confirmed these rules have been published in the Texas Register therefore No Action is needed at this time.

### **D. Four-year Rule Review**

#### **a. Chapter 257. Construction Approval Rules**

#### **b. Chapter 259. New Construction Rules**

Director Wood explained Chapter 257 and Chapter 259 were reviewed by the Administrative Rules Advisory Committee and are currently still being reviewed by them, therefore No Action is recommended at this time.

#### **c. Chapter 263. Life Safety Rules**

##### **Subchapter A. General**

##### **Subchapter B. Design and Materials**

Director Wood reported that this section has been provided to the Texas State Fire Marshalls office for review and comment. Once received from them, the above rules will go before the Rules Advisor Committee meeting in July and will be provided to the Commission at the August meeting.

## **IX. IDD Advisory Committee Report**

Director Wood explained that the IDD Advisory Committee previously operated as a "Task

Force,” and the legislature acted to form this ongoing Committee. Mr. Wood explained that Sheriff Rowe currently serves as Chairman of the Committee. Sheriff Rowe reported that the committee worked through the first reporting period last fall and submitted the required report. The Sheriff said that the subcommittees initial focus has been on the Assessment Instrument and that they have been reaching out to various subject matter experts and conducting meetings on their respective areas of concern. The summer meetings have been taking place allowing chairs to focus on their specific tasked area of study. The Sheriff said that in the fall and winter the full IDD Committee will finalize their work and make additional recommendations.

## **X. Legislative Update**

Director Wood said Commissioners have been provided frequent legislative summaries and updates, and the current list and status of relevant bills is outlined in the meeting book. The Agency is tracking all pertinent pending legislation, including those with stakeholder impact. Mr. Wood provided a verbal review of all currently filed and the high priority bills that would or could potentially affect the Commission or its mission, such as HB 2183, HB 1435, HB 2404 and SB 1896. These bills relate to temporary jailers’ licenses, family liaisons, mental health screenings, and deaths in custody. He noted that May 24<sup>th</sup>, 2023, is approximately the last date bills can be enacted in the regular session. He asked that Commissioners reach out to staff if they have any questions or concerns or would like to get feedback as to our interpretation of the listed legislation.

## **XI. Staff Report**

### **A. Completed Jail Projects**

Bell and Crane counties completed additions and Frio County underwent a renovation. Williamson county added 2 remote holding cells. 310 total beds were added with all combined.

### **B. Jail Planning and Construction List**

The 3-page construction report is included in the packet.

### **C. Jails in Compliance/Noncompliance**

Total in status of non-compliance - 20

### **D. Status of Remedial Orders**

Coryell County Jail remedial order is still in effect. Runnels county remedial order may be removed prior to the August meeting. The remedial order mandating that Harris County comply with minimum staffing levels is in effect as well.

### **E. Status and Composition of Jail Population**

Director Wood reported that the county jail population has increased significantly over the past 12 months, it will likely continue to grow over the summer months, and may

begin to decrease in the fall.

## **F. Staff Training/Activities**

**February 7, 2023-** Mental Health Trainer Melvin Bowser conducted two (2) 4-hour IDD Training for Jailers courses (#2831) for 24 detention officers in Galveston, Texas.

**February 8, 2023-** Mental Health Trainer Melvin Bowser conducted two (2) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 11 detention officers in Temple, Texas.

**February 9, 2023-** Mental Health Trainer Melvin Bowser conducted two (2) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 14 detention officers in Temple, Texas.

**February 15, 2023-** Mental Health Trainer Melvin Bowser conducted two (1) 4-hour IDD Training for Jailers courses (#2831) for 10 detention officers in Temple, Texas.

**February 15, 2023-** Mental Health Trainer Melvin Bowser conducted two (1) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 4 detention officers in Temple, Texas.

**February 28, 2023-** Brandon Wood, Ricky Armstrong, Stephanie Reneau, Brad Dennison, Courtney Elrod, Valarie Woehl, Chris Keith, Clarissa Fasci, Richard Morgan, Zachary Aguirre attended training about County Government presented by Texas Association of Counties.

**February 28, 2023-** Mental Health Trainer Melvin Bowser conducted one (1) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 23 detention officers in Temple, Texas.

**February 29, 2023-** Mental Health Trainer Melvin Bowser conducted one (1) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 6 detention officers in Temple, Texas.

**February 30, 2023-** Mental Health Trainer Melvin Bowser conducted one (1) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 23 detention officers in Temple, Texas.

**March 1, 2023-** Mental Health Trainer Melvin Bowser conducted two (1) 4-hour IDD Training for Jailers courses (#2831) for 23 detention officers in Victoria, Texas.

**March 1, 2023-** Mental Health Trainer Melvin Bowser conducted one (1) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 1 detention officers in Victoria, Texas.

**March 7th, 2023-** Mental Health Trainer Melvin Bowser conducted two (2) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 20 detention officers in Temple, Texas.

**April 4-5, 2023-** Inspector Jason Jouett Taught the inspection process at Gray County

**April 4, 2023-** Mental Health Trainer Melvin Bowser conducted one (1) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 10 detention officers in Franklin, Texas.

**April 4, 2023-** Mental Health Trainer Melvin Bowser conducted two (1) 4-hour IDD Training for Jailers courses (#2831) for 8 detention officers in Franklin, Texas

**April 4, 2023-** Mental Health Trainer Melvin Bowser conducted one (1) 4-hour Suicide Prevention Training for Jailers courses (#4901) for 7 detention officers in Franklin, Texas.

**April 4, 2023-** Mental Health Trainer Melvin Bowser conducted two (1) 4-hour IDD Training for Jailers courses (#2831) for 5 detention officers in Franklin, Texas

## **G. Financial Report/Budget**

The one-page quarterly budget report included in the Commission book goes through fiscal year end 2022.

## **H. Inmate Complaint Report**

The agency continues to experience a high number of monthly complaints. This is due partially to the posting requirement that complaint procedures be placed in all inmate jail areas. The detailed complaints report is in your commission book.

## **XII. Other Business**

### **- Commission-sponsored Events and Workshops**

Administrative Rules Advisory Committee and the IDD Advisory Committee meeting topics were referenced under their specific agenda items.

### **- Commission Staffing**

Ms. Soto-Barker resigned effective February 10th, 2023.

### **- Off Duty Employment**

None

### **- Letters of Comment**

The TCJS Mental Health Trainer Mr. Bowser received an award for Crisis Intervention from the State of Texas Crisis Management Association as well as other letters of praise and recommendation.

## **XIII. Next Commission meeting is tentatively scheduled for:**

-Thursday, August 3, 2023 – Texas State Capitol, Room: E2.028, 1100 Congress Ave

-Thursday, November 2, 2023 - Texas State Capitol, Room: E2.028, 1100 Congress Ave

-Thursday, February 1, 2024 - Texas State Capitol, Room: E2.028, 1100 Congress Ave

**XIV.** By appropriate motion to adjourn by Commissioner Ben Perry with a second by Sheriff Rowe, the meeting was adjourned at 10:40 A.M.

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.



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**Brandon Wood, Executive Director**

**June 16, 2023**



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**Carol Bernhard, Secretary of the Commission**

**June 16, 2023**