

MONTGOMERY COUNTY BAIL BOND BOARD
SYLVIA OLSZOWY, PRESIDING OFFICER
MINUTES
TUESDAY, FEBRUARY 16, 2016

THE MONTGOMERY COUNTY BAIL BOND BOARD CONVENED AT 12:00 NOON ON THE DATE LISTED AT THE TOP OF THIS AGENDA, IN THE ALAN. B SADLER, COMMISSIONERS COURT BUILDING, 501 N. THOMPSON, 4TH FLOOR, CONROE, TEXAS.

PRESIDING OFFICER

1.0 Call to order and take action on the following items:

- a) Consider, discuss and take action on the letter and subsequent approval by Commissioner's court of Judge Claudia Laird, County Court at Law # 2 as County Court Judge to the Bail Bond Board and Patricia (Peggy) Freeman as her designee. Term will be effective February 16, 2016 and end when a replacement is appointed.

No action was taken, this was to record in the minutes.

- b) Consider, discuss and take action on the election results for the Defense Attorney Representative to the Bail Bond Board. Term will be effective February 16, 2016 and end when a replacement is appointed.

The vote was 100% for Rick Brass. Rick Brass will continue as the Defense Attorney Representative.

- c) Hold an election for Presiding Officer and Vice Presiding Officer as stated in Montgomery County Bail Bond Board Local Rules Section X. Term will begin at the March meeting.

Alexis moved to elect Sylvia Olszowy as Presiding Officer, Judge Wayne Mack seconded. All were in favor, the motion passed.

Sylvia Olszowy moved to elect Alexis van de Ven as the Vice Presiding Officer, Rick Brass seconded. All were in favor, the motion passed.

2.0 ROLL CALL

Board Members Present: Lt. Jeremiah Richards, Designee for Sheriff Tommy Gage, Sylvia Olszowy, Presiding Officer and designee for County Judge Craig Doyal, Bradlee Thornton, designee for District Attorney, Brett Ligon, Alexis van de Ven, Surety Representative, Judge Wayne Mack, Justice of the Peace, Pct. 1, Designee for Justice of the Peace Courts and Judges, Stacie Wheeler, Designee for Barbara Adamick, District Clerk, Darin Bailey, Designee for County Clerk, Mark Turnbull, Stephanie

Davenport, County Treasurer, Rick Brass, Defense Attorney Representative, Judge Tracy Gilbert 418th District Court came in at 12:06.

Board Members not present:

Judge Michael Davis, Conroe Municipal Court, Judge Claudia Laird, County Court at Law # 2.

Non Board members present: Daniel Plake, Asst. County Attorney, Legal Counsel to the Board, Jan Avery, Bail Bond Board Administrator.

3.0. PUBLIC COMMENT

(Public must sign registration prior to the beginning of meeting in order to address the Board. Comments are limited to 3 minutes per speaker.)

There were no public comments.

4.0. Read and Approve minutes for the meeting January 25, 2016.

Lt. Richards move to accept the January 25, 2016 minutes, All were in favor, the motion passed.

5.0. TREASURER

a) Consider acceptance and take action on Treasurer's Report.

Stephanne Davenport moved to accept the Treasurers Report, Judge Mack seconded. All were in favor, the motion passed.

6.0. ADMINISTRATOR'S REPORT

- 1) Review funds received for the month of January 2016.
- 2) Consider:
 - a) Updated List of Licensed Surety companies for Posting and Updated
 - b) License Expiration Report
- 3) Consider, discuss and take action on approving the release of CD ending in 75991 with Regions Bank for Bankers Ins Co. Agent Stephanie Lucado, dba Stephanie's Bail Bonds and accepting the attached CD ending in 79443 with B B & T as the replacement CD. Per the letter from Bankers Insurance they are requesting this replacement to enable Bankers to earn a higher interest rate. They have provided the replacement CD prior to the release of the old one.

Darin Bailey moved to approve the release of CD ending 75991, Bakers Insurance Company for agent Stephanie Lucado and replacing it with CD ending 79443. Alexis van de Ven seconded, all were in favor, the motion passed.

- 4) Consider, discuss, and take action on the following procedure changes on distribution of the meeting packets that are provided to the Board members for meetings.
 - a) Any legally confidential information (such as social security numbers, driver's license numbers, license plate numbers, date of birth, and account numbers) will be redacted prior to the distribution of the packet to the Board members.
 - b) Confidential information that is necessary for the Board to consider (e.g.: an applicant's financial statement) will be provided in a separate packet and clearly marked that it is not available to the public. See for reference - AG opinion OR2015-20377 dated September 29, 2015 to the Montgomery County Bail Bond Board instructing the Board that it must withhold a bondsman's financial information from public release under common law privacy.
 - c) The changes in procedure are due to a recent request for documents that exceeds 2000 pages and spans a period of 12 months, to be copied, reviewed and redacted in accordance with the Public Information Act. The procedural change will simplify fulfilling Open Records requests in the future and make information available to the public so that they may participate more fully in the Board meeting.
 - d) The Board members will also be sent the meeting packets individually instead of in a group email to eliminate any possibility of violating the Open Meetings act, by "Replying All" to anything regarding board business and/or the meeting packet.

Daniel Plake explained to the Board the reason to redact and that Jan Avery the Bail Bond Board Administrator had agreed to take on the pre-redacting of the packets prior to distribution to the Board. The meeting packets will also be sent individually. Daniel explained to the Board that replying all to Board members with any type of discussion could be a violation of the Open Meetings Act. The packets will be redacted for the next meeting. The Board members were all in favor to the procedure changes,

7.0. **PRESIDING OFFICER**

- a) HEARING License renewal application for John A. Lagway agent for Allegheny Casualty Company.**

After swearing in John A. Lagway proceed to b.

- 1) Conduct hearing on license renewal application of John A. Lagway agent for Allegheny Casualty Company. Consider, discuss, review and take action.
- 2) 1704.159 – Enter an order on action taken on the license renewal application of John A. Lagway.

Darin Bailey moved to approve the license renewal of John A Lagway, agent for Allegheny Casualty Company, Alexis van de Ven seconded. All were in favor, the motion passed.

- b) Consider, discuss, and take action on appointing a Local Rules Committee.**

Alexis van de Ven, Bradlee Thornton and Stephanie Davenport were appointed as the Local Rules Committee. Daniel Plake will attend the Local Rules Committee meetings and Jan Avery will set them up, post the meetings and attend.

- c) Consider, discuss, and take action on drafting and adopting rules of order.**

Daniel Plake will draft a guideline for Rules of Order for the Board and have the Local Rules Committee review it and bring it to the Board. Rick Brass moved to assign this to the Local Rules Committee.

8.0. **ADJOURN**

Sylvia Olszowy moved to adjourn, Rick Brass seconded. All were in favor, the meeting adjourned at 12:35