



TEXAS COMMISSION ON LAW ENFORCEMENT

Commission Meeting Minutes October 28, 2024

On Monday, October 28, 2024, at 1:00 p.m., a meeting of the Texas Commission on Law Enforcement (TCOLE) was held. The meeting was held at the McAllen Performing Arts Center, 801 Convention Center Boulevard, McAllen, Texas, 78501.

Commissioners attending were: Presiding Officer Kim Lemaux; Assistant Presiding Officer Jason Hester; Secretary Justin West; Patrica Burruss; Janna Atkins; Sheriff Michael Griffis; Justin Berry; Conor Harvey; Sergio Saenz.

TCOLE staff attending were: Executive Director Greg Stevens; Deputy Chief of Enforcement T.J. Vineyard; Deputy Chief of Credentialing, Education, Field and Special Services Cullen Grissom; General Counsel John P. Beauchamp; Information Technology and Chief Information Officer Jessica Capraro, Director of Government Relations Gretchen Grigsby; Director of Finance Brian Roth; Assistant General Counsel Aaron Heath; Assistant General Counsel Mark Duncan; Assistant General Counsel Jennie Hilbig; Assistant General Counsel Daniel Walker.

Agenda Item 1, Call to order.

Presiding Officer Kim Lemaux called the meeting to order at 1:10 p.m.

The Presentation of Colors was presented by the McAllen Police Department Honor Guard and the Texas Department of Safety Pipe and Drum Core.

The Pledges of Allegiance were led by Commissioner Justin West.

The invocation was given by Chaplain Sergeant David De Leon of the Brownsville Police Department.

Agenda Item 2, Roll call of members.

Roll call of members was called, and a quorum was present.

Agenda Item 3, Welcoming remarks from Presiding Officer Kim Lemaux.

Welcoming remarks were made by Presiding Officer Kim Lemaux. Presiding Officer Lemaux recognized and welcomed new Commissioner, Sergio Saenz, who was appointed by Governor Abbott on October 2, 2024. Presiding Officer Lemaux thanked all those involved

that made the meeting possible in McAllen, Texas, along with the TCOLE Conference. She wanted to specifically recognize TCOLE staff for working around the clock. Presiding Officer Lemaux recognized Rio Grande Valley Chiefs' and appointed officials attending the meeting. She thanked those individuals for taking time out of their schedules to attend and their help to make these events possible. She asked that Assistant Presiding Officer Jason Hester run the rest of the meeting.

Assistant Presiding Officer Hester echoed the same remarks as the Presiding Officer. He encouraged all to please fill out the survey for feedback on the conference.

Agenda Item 4, Approval of the minutes of the August 7, 2024 Commissioner Workshop and the August 8, 2024 Commission Meeting.

Commissioner Justin West made a motion to approve the August 7, 2024 Commissioner Workshop and the August 8, 2024 Commission Meeting Minutes. There was a second by Commissioner Justin Berry.

Commissioner Patricia Burruss advised that she would like to discuss the minutes. She stated the August 7 Commissioner Workshop Minutes, located on the second page under Agenda Item 4, did not accurately reflect what happened on that date. She recalled there was an initial vote where Presiding Officer Lemaux, Assistant Presiding Officer Hester, and Secretary Justin West voted against adding the research consortium as an exceptional item, and Commissioner Janna Atkins, Justin Berry and herself voted for the item, which left a 3-3 vote. She stated there was further discussion and a second vote and there was relevant input by Commissioner Berry during that discussion. Commissioner Burruss stated that she believes the break was prior to the vote. She stated the commission could figure out the language for this item or table until the next meeting for accurate reflection of the workshop.

Commissioner West advised he believes the minutes were reflective of the final vote, but that Commissioner Burruss was correct and there was a break before the subsequent vote. Commissioner West stated that Commissioner Burruss initially described and then had further discussion where Commissioner Berry brought up some of the charging documents in the Legislative Code that drove the Commission to the final vote. Commissioner West advised he was not certain it was a requirement to have both of those in the minutes and it would be something to ask legal if both should be recorded or not.

General Counsel John Beauchamp stated that it would be of importance since it should reflect the entire record, and advised that currently, the minutes can be a motion to be accepted with the exception of this passage and the commission can go back and review the record to ensure that it reflects the entire sequence so there is proper context.

Commissioner Burruss stated the second correction that should be made on the August 8 Commission Meeting Minutes under Agenda Item 9, at the bottom of page 7, the motion did pass but there were nay votes by her and Commissioner Atkins, related to approval of the PFD.

Commissioner West stated that he can confirm in the notes, that there was an initial motion presented which died for the lack of a second prior to the final vote.

Commissioner Berry suggested that the minutes be tabled for the next meeting. Commissioner Burruss motioned to table the minutes vote for the next regular meeting and Justin Berry seconded the motion. The commission voted unanimously to table the vote until the next regular meeting.

Assistant Presiding Officer Hester advised agenda item 4 would be tabled at this time, so the commission can revisit this item, or it will be revisited at the next commission meeting.

It was decided to bring the corrections to the March Commission meeting.

Agenda Item 5, Receive reports and take action, if necessary.

Executive Directors Report

Executive Director Greg Stevens presented the Directors Report to the Commissioners. He introduced new TCOLE employee's Fleet Specialist, Sammie Mouser; Cybersecurity Analyst, Craig Key; Licensing and Permit Specialist, Felize Garcia; and System Administrator, Hai Nguyen. Director Stevens stated there are currently 86 on staff and the goal is to continue to fill vacancies with highly qualified individuals.

Executive Director Stevens presented outreach efforts and reached well over 225 licensees throughout the state.

Executive Director Stevens discussed the Strategic Planning Report from the strategic planning session the commissioners and TCOLE staff attended during the August 7, Commission Workshop.

Executive Director Stevens updated the Commissioners on the creation of new agencies since September 1, 2024, which totaled nine. He explained five of those were ISD's, one college pd, two county attorney investigator agencies, and one telecommunicator agency. Executive Director Stevens stated there are 67 applications in the pipeline.

Assistant Presiding Officer Jason Hester asked how many agencies have been denied.

Executive Director Stevens advised he did not have that information in front of him. He added that the process consists of looking at crime stats, benefit to the community, and sustainable source of funding to move forward with the application process.

Credentialing, Education, Field and Special Services Report

The Credentialing, Education, Field, and Special Services Report was given by Deputy Chief Cullen Grissom. He began his report with new and updated courses such as Elementary Student Outreach, Analyzing Missing Persons Investigations, Trauma Informed Approach to Sexual Assault Investigations, Missing and Exploited Children and stated that an Intellectual and Development Disabilities for peace officers is in development. He stated that upcoming projects include a Proctoring Course for administering state exams. Deputy Chief Grissom stated there was a kickoff meeting on October 2 for the new supervisor course.

Deputy Chief Grissom stated that credentialing has handled 7100 calls since the last meeting, with a call abandonment rate of 1.5% to 1.7%. He stated those are positive stats considering there are five current staff members taking calls from licensees and agencies. He stated that they are actively interviewing for their last vacancy and hope to have it filled very soon. Deputy Chief Grissom added that the turnaround time for email responses is about 24 hours, depending on volume. Deputy Chief Grissom stated L1 processing time is around three days.

Deputy Chief Grissom stated that Field Service Agents have completed 1208 audits, 331 were audits with deficiencies. He stated that they have done 169 training provider evaluations and there are currently 553 School Marshals serving 95 school districts.

Assistant Presiding Officer Hester asked a question regarding L1's and wanted to know if the reporting numbers reflect the rejected and approved at a later date.

Deputy Chief Grissom stated that if the L1's are approved on the first try they show in the reported numbers and most are rejected for not having a background confirmation and if that is remedied, it will get counted on the past side.

Assistant Presiding Officer Hester stated he felt that is not a true reflection of rejected and feels that in the future, that could be more accurately reflected. Deputy Chief Grissom agreed that could be adjusted to represent those numbers in the future.

Assistant Presiding Officer Hester asked if the State exam Proctors do not have the course, would that state proctor be able to log in. Deputy Chief Grissom stated that the intent is for the state proctor to have the exam before they could login, but it is not currently set

up that way yet. Deputy Chief Grissom stated this was set up to help fix complaints from students at academies that have exam sites and there is no evidence that the proctor filled out the form explaining their duties, responsibilities, and restrictions and the one-hour course would offer those details to the proctor and TCOLE would have proof that they received this information.

Assistant Presiding Officer Hester stated that in the past, TCOLE would post the BPOC course changes with strikethroughs so an instructor could see the changes in the course to update their content and feels when posted this way, it is easier for the instructor and that if there are changes in the content, how are state exam questions related to that content changed.

Deputy Chief Grissom stated that each question is related to a learning objective and when the learning objective changes, they can track the state exam questions to that learning objective and retire that question where the student does not see it, but the new question that related to the content.

Commissioner Justin West asked Deputy Chief Grissom to break the L1 data when it is presented so it shows the reasons they were rejected showing if it was rejected because of a BCF or another reason. Commissioner Conor Harvey echoed that statement saying maybe showing administrative rejections and rejections for cause.

Information Technology Report

The Information Technology Report was given by Director Jessica Capraro, and she began with stating that the conference goal this year was at least 1000 attendees and this year there were roughly 1075 attendees. She stated the conference will be at this same venue in 2025 and conference dates and hotel choices will be announced in March of 2025. She stated that the Public License Lookup application was launched on time and there are already registered 3400 public users and licensees with MyTCOLE accounts can login with those accounts. Director Capraro stated that the public license lookup is a good example of the way that TCOLE is approaching technology moving forward, meaning there were extra steps and precautions to ensure data stays private and information stays confidential. She stated the application was designed in a very easy and simple way to use and the features give it a more modern feel and look. Director Capraro stated that the unified login, known as I.A.M. (Identity and Access Management) was launched at the same time and was necessary to support the login feature for Public License Lookup and will become a necessary feature for the rest of the technology projects that are being implemented due to the Sunset Bill. Director Capraro stated that the I.A.M. did have a high impact on the license community and TCOLE staff because of a high call volume and had to pull resources from the rest of the agency to handle the calls. She thanked Legal, Enforcement, Special Services and Enforcement who all pulled together and helped the IT team with supporting calls and tickets. She stated that as of this meeting,

they have re-enrolled 91% users who were active prior to the launch and the remaining users will be contacted after the conference to see if they need assistance. Director Capraro stated that some accounts did not migrate with the correct permissions but that no accounts were deleted in the process.

Commissioner Justin Berry thanked the IT team for the heavy lift with this project.

Commissioner Justin West asked about the numbers of registered users showing a 1/3 decline in users for MyTCOLE accounts. Director Capraro stated that MyTCOLE account users, use their account less frequently than the TCLEDDS users those numbers will not start rising until the end of the training unit. She stated the numbers on her report are in the new I.A.M. login.

Commissioner Patricia Burruss asked how many users are left out of the 91% that IT will need to reach out to. Director Capraro stated the approximate number of people is 500.

Enforcement Report

Deputy Chief T.J. Vineyard provided the Enforcement Report to the commission and began failed medical and psychological examinations stating that a technical assistant bulletin was created to guide academies and contract training providers on the website. Deputy Chief Vineyard stated under new model policies, the agencies started reporting failed examinations as of September 1 and as a reminder the new L2, L3, (applicants) and fit for duty forms (licensees) are located on the TCOLE website. He stated that forms are accepted through fitforduty@tcole.texas.gov. Deputy Chief Vineyard stated that enforcement processes the report for failed applicants, will place an administrative hold on the licensee profile, create a PID for those who do not have one, and notify the agency if they have a current appointment. He continued by saying that once the L2 and L3 is obtained, they will store these documents on a secure report to be available for future examination and send a letter to the applicant to notify them of a hold and notify this info in future applications and the process for resolution and removal of the hold. He stated that agencies need to be educated to check the PSR through TCLEDDS before enrollment.

Commissioner Patricia Burrus asked if there is a number of times that an applicant can fail their medical and psychological exams and compared to State Bar Exam limit of 5.

Deputy Chief stated they are learning as they go along because there have been some cases where an individual failed at a civil service agency four times but if they apply with another agency the doctor will have to look at all four failures and other documents, but it would be less, likely that a doctor would sign off on hiring that person with the previous knowledge.

Executive Director Greg Stevens followed by saying at this time, there is not a limit on how many times an applicant can fail.

Deputy Chief Vineyard stated we can now gather that data to make a decision on this in the future.

Assistant Presiding Officer Hester stated that there are three chances to take the state licensing exam and then you have to repeat the whole training and wanted to say that people who are going through a FFDE or have to get psychological to where they are not recommended at that time, the doctors will say that the person is going through something during that period of time and it is not a forever blemish from staying in law enforcement and that it is already hard enough to get law enforcement officers to ask for help, so going down this path to where they will not ask for help, we need to tread carefully, methodically and the goal is to get people help that they need. He continued that there is a difference from a current licensee and an applicant, where with a new applicant, all of the doctors will have to look at previous exams.

Commissioner Connor Harvey asked if there is a statement that says the applicant knows under the penalty of perjury that they have submitted every doctor's form to prevent doctor shopping and lying to a governmental agency.

Deputy Chief Vineyard stated there is not at this time, but the personal history statement is a comprehensive document that everyone must fill it out and it will be revised to disclose the L2 and L3 failures. He stated that training coordinators will be able to see that administrative hold on those applicants. He also stated that the reporting threshold will be related to the point of final failure on the FFDE, and Chief Administrators can make final failure determination.

Deputy Chief Vineyard explained that training compliance notifications have been on hold during the rollout of the IAM system, and reports will be going out soon. SBLE and full reminders for SBLE missing will going to officer and agency, and compliance for SBLE is good.

Deputy Chief Vineyard stated that the agency's subscription rate for Rap Back monitoring is steady at about 91% and efforts are ongoing to resolve smaller groups not yet subscribed. He stated that some agencies improperly process new hires by conducting fingerprinting and appointing candidates on the same day and some results are delayed by 3-7 days, leading to potential oversight of issues like criminal records.

He stated that agencies have since identified simpler solutions to ensure proper fingerprint results before appointments. Deputy Chief Vineyard stated the numbers reflect improved monitoring through rap back systems, which now catch cases that

previously went undetected, and most issues stem from misunderstanding rules or processes rather than deliberate non-compliance.

Presiding Officer Lemaux commended Deputy Chief Vineyard on the new rules and data, as well as being up front on the reporting of what is required for this process. She also asked what we are doing to slow the increase in appointment of prohibited persons.

Deputy Chief Vineyard stated that training efforts include presentations on effective background investigations and lessons learned from enforcement cases, a newly developed 24-hour background investigation course, aiming to improve knowledge of processes, especially for new investigators, and plans to make the course accessible both in Austin and regional locations, with support from Field Service Agents (FSAs). He finished by stating that communication and education are emphasized to address gaps in understanding and prevent errors.

Government Relations Report

Director Gretchen Grigsby provided the Government Relations Report and stated that the agency is working to strengthen relationships with legislators in preparation for the upcoming legislative session. Director Grigsby stated efforts include meetings to familiarize lawmakers with Director Stevens and the agency's work, especially as elections conclude and recent activities included a Legislative Appropriations Request (LAR) hearing and discussions on exceptional items and legislative changes ahead of bill filings starting November 11.

Director Grigsby stated that the Public License Lookup was successfully rolled out under a tight legislative timeline, and she received positive feedback from legislative staff and media for enhancing public trust and transparency.

Director Grigsby provided updates on the advisory committees stating the applications for newly established committees close November 15. She stated Licensee Wellness Committee will focus on addressing issues like substance abuse and preventing crises leading to disciplinary actions; The School Marshal Advisory Committee will develop job descriptions and guidance for psychological evaluations; and the Training Coordinator Committee will establish minimum standards for training coordinators to ensure effective preparation.

Director Grigsby gave an update regarding open positions within TCOLE Government Relations area stating that the Program Supervisor position will develop policies for agency personnel files and misconduct reports; the Program Specialist will assist with public relations events (e.g., conferences, award ceremonies); and the Information Specialist will focus on social media and communication. Director Grigsby recognized

current Information Specialist Sarah Flautt, who is leaving the agency, and acknowledged her contributions to the agency and Commission during her time with the agency.

Director Grigsby stated the nominations for the Law Enforcement Achievement Awards are open until January 15th.

Director Grigsby stated that an emphasis was placed on the importance of mental health for law enforcement professionals and Commissioners stressed the need for officers to access available resources, including peer networks and agency programs, highlighting the challenges of the profession and the need to prioritize self-care.

Commissioner Burress wanted to highlight the licensee wellness committee as her big emphasis for the last 10 years on the board. She stated she was excited to see this committee formed with the changes coming to the L2 and L3 process. She pointed out that we believe in your mental and physical health as a big part of the job. She discussed statistics of mental and physical health relating to the job of law enforcement.

Finance Report

The TCOLE Finance Report was given by Director Brian Roth. He stated the agency's financial position remains robust in the first quarter of the fiscal year, with some surplus due to staff vacancies. Director Roth stated that TCOLE is actively expanding the team to utilize legislative investments, and four new employees have been hired in the past two months, with additional job openings being advertised. Director Roth stated that the agency has submitted the Legislative Appropriations Request (LAR), completed an internal audit, and finalized reports such as the border security report and annual financial report. He continued that finance operations has supported programs like school marshal training and peer network activities. Director Roth stated that the agency is preparing the annual Historically Underutilized Business (HUB) report and risk management report, changing online credit card payment processing vendors, and preparing for calendar year-end tasks, including employee W2s and vendor 1099s.

The Commission took a break from 2:49 p.m. -- 3:10 p.m.

Agenda Item 15, Receive public comment on any topic, without action.

Assistant Presiding Officer moved Agenda Item 15 during the meeting.

Public comment was given by Mr. David Bellow representing himself from Jasper, Texas. He commented on critical issue regarding transparency, accountability, and the integrity of the F5 form system used to document the discharge status of law enforcement officers. He stated that the F5 form serves as an official government document that indicates the

type of discharge an officer received (honorable, general, or dishonorable) and falsifications of F5 forms undermine public trust, damage the reputation of good officers, and potentially allow unfit individuals to continue working in law enforcement. Mr. Bellow highlighted a case where an officer, despite facing allegations of lying, stealing, and being deemed unfit for service, was able to resign and receive an "honorable discharge" on their F5 form. He stated that this contrasts with termination records signed by their leadership indicating disciplinary actions were pending. Mr. Bellow stated attempts to retroactively correct this F5 form were reportedly denied by the previous executive director due to concerns about potential lawsuits from officers opposing reclassification and this lack of correction perpetuates misinformation and legal discrepancies. Mr. Bellow suggested that the commission should implement a formal policy to retroactively review and correct falsified F5 forms when there is clear evidence of inaccuracies or misrepresentation and without such a mechanism, the system risks further erosion of trust and integrity.

Assistant Presiding Officer Hester stated the F5 form has been amended to remove the type of discharge and asked Mr. Bellow to leave the paperwork with TCOLE staff.

Public comment was given by Chief Solomon Cook of Humble ISD Police Department on the importance of collaborative relationships between law enforcement agencies and oversight bodies like TCOLE. Chief Cook stated he has 48 years of experience as a peace officer and has served as the Chief of Police for the Humble ISD Police Department for 20 years. He continued that his deep involvement with TCOLE over the years includes serving on the TCOLE Standards Committee, offering valuable insight into the agency's operations and its interactions with law enforcement leaders. Chief Cook emphasized the importance of TCOLE committees, which allow agency leaders to discuss changes, challenges, and best practices. He encouraged the continuation of these committees.

Public comment was given by Mr. Joe Munoz with the Texas School Safety Center and stated their primary objective is to provide school-based law enforcement training to officers across Texas. He said this training is essential for ensuring schools have well-prepared and compliant officers. Mr. Munoz said the Texas School Safety Center is focused on customer service and aims to assist agencies struggling to meet compliance deadlines and if classes are full, they are willing to open additional slots, especially for virtual sessions, to accommodate officers needing training. He ended by saying department heads and agency leaders are encouraged to visit the Center's website or send an email if they require assistance with compliance.

Agenda Item 8, Discuss and take action on the Requests for Class A Waivers of TCOLE Rule 217.1, Minimum Standards for Enrollment and Initial Licensure.

Assistant Presiding Officer Hester moved Agenda Item 8 during the meeting.

General Counsel John P. Beauchamp provided a detailed analysis of Class A and Class B misdemeanor waiver requests reviewed by TCOLE over the last ten years. He stated there have been 40 Class A applications, and 15 Class B applications totaling 55. He stated there have been 22 Class A waiver requests that have been approved, and eight Class B waiver requests have been approved, totaling in 30 approved waivers. He stated that there has been a total of 25 denied waivers, 18 Class A and seven Class B, with 17 of those being denied at staff-level. General Counsel Beauchamp stated Assault Family Violence appears to be the main reason for staff-level denials. General Counsel Beauchamp said of the 30 approved waivers, there are still 16 Class A and six Class B that are still actively appointed, while six of the Class A and two of the Class B are no longer appointed. General Counsel Beauchamp stated that Class A waivers are non-transferable, meaning they are specific to the agency and chief administrator requesting the waiver. If the individual leaves that agency, the waiver does not carry over.

Commissioner Berry asked General Counsel Beauchamp why the licensees identified as no longer appointed are no longer appointed.

General Counsel Beauchamp said they would research the reasons.

Sheriff Eric Fagen of the Fort Bend County Sheriff's Office requested a Class A Waiver of TCOLE Rule 217.1 on behalf of Everett J. Gary. Sheriff Fagen laid out the history of Mr. Gary.

Mr. Gary spoke briefly about his history in Law Enforcement and completed his statement with an apology and a request for forgiveness of the indiscretion.

Commissioner Burruss offered thanks to Mr. Gary and empathized with him and the position he was in.

Commissioner Patricia Burruss made a motion to accept the Class A Waiver on behalf of Everett J. Gary. Commissioner Justin Berry seconded the motion. The motion passed unanimously.

Sheriff Ricky Bishop of the Taylor County Sheriff's Office requested a Class A Waiver of TCOLE Rule 217.1 on behalf of Lawrence Dorsey. Sheriff Bishop described the arrest and the history of his employee.

Mr. Dorsey explained the situation, apologized and explained his embarrassment, and that he was trying to move past it.

Commissioner Michael Griffis made a motion to accept the Class A Waiver on behalf of Lawrence Dorsey. Commissioner Justin Berry seconded the motion. The motion passed unanimously.

Agenda Item 6, Discuss and take action, if necessary, on membership for Advisory Committee for Training Coordinator standards.

Government Relations Director Gretchen Grigsby discussed the proposed advisory committee to develop minimum standards for training coordinators. She stated that committee will be tasked to recommend minimum standards for training coordinators and these standards could include qualifications, training, and other criteria to ensure coordinators meet appropriate professional benchmarks. Director Grigsby stated that issues include no clear framework for additional training, qualifications, or skills required beyond the basic criteria and there have been instances where individuals with disqualifiers (such as criminal backgrounds or other reasons barring licensure) have been placed in training coordinator roles. Director Grigsby stated that next steps include identifying and proposing committee members and the committee will work on drafting recommendations for these minimum standards.

Agenda Item 7, Discuss and take action on proposed Internal Audit Plan presented by Weaver & Associates.

Finance Director Brian Roth proposed an internal audit that will provide an external, informed assessment of TCOLE's operations, processes, and controls and it will ensure the agency's compliance with regulations, improve efficiency, and address potential risks. Director Roth stated TCOLE conducted an extensive search to identify a qualified internal audit firm, following state procurement laws and Weaver was selected due to its strong reputation and experience in the industry. Director Roth introduced Jeff Jones from Weaver to discuss the agency's internal audit plan and charter.

Mr. Jeff Jones with Weaver and Tidwell highlighted the proposed internal audit charter and fiscal year 2025 internal audit plan, detailing the firm's processes, standards and security protocols. Mr. Jones stated the charter outlines the authority, scope, and responsibilities of Weaver as the agency's internal auditor and grants Weaver unrestricted access to agency records, resources, properties, and personnel for auditing purposes. He stated that access to sensitive or protected personnel files can be redacted if necessary, as long as sufficient information is provided for proper audit procedures. Mr. Jones stated that audits conform to Institute of Internal Auditors (IIA) global standards and professional ethics and are governed by Texas Government Code Chapter 2102 (Texas Internal Audit Act).

Mr. Jones stated that Weaver will meet annually with the commission to present updates, changes to the charter, and audit plans and open audit items will be revisited until remediation is complete.

Commissioner Berry asked about the unrestricted access and also if it included PII.

Mr. Jones stated all auditors undergo rigorous checks and hold relevant certifications (e.g., Certified Internal Auditor [CIA], Certified Public Accountant [CPA]). He continued by saying sensitive personnel data can be reviewed on-site to mitigate risks, secure portals are used for transmitting documents digitally and management's approval and guidelines ensure that data is appropriately handled. Mr. Jones stated that the firm uses robust cybersecurity measures and closely guards sensitive data to prevent leaks or breaches. Mr. Jones assured that access would be limited to what is necessary for audit purposes and could include redacted information if needed and explained their existing safeguards, secure document handling, and commitment to confidentiality.

Mr. Jones provided details about the Internal Audit Plan for the Year, which includes a focus on two critical areas for the agency enforcement and credentialing & licensing. He stated that the primary focus of this year's internal audit will be on evaluating the design of internal processes in enforcement and credentialing and this will help understand how these areas are structured and ensure there are effective controls in place. Mr. Jones stated a detailed review of the core business processes related to enforcement and credentialing will be conducted. Mr. Jones said this is more of a systematic review of the frameworks, rather than transaction-level testing. Mr. Jones stated after understanding the design, next year's audit will likely include transaction-level testing which would involve selecting random samples to review the effectiveness of processes at a more granular level, particularly focusing on individuals involved in enforcement or credentialing. Mr. Jones said a risk assessment will be conducted to identify other high-priority areas that may need further attention or audit coverage. Mr. Jones said Routine project management tasks will be covered, and there will be quarterly commission reporting to update the commission on audit progress or findings as needed.

Commissioner West asked what the expected outcome was for the first year.

Mr. Jones stated the design evaluation phase is crucial for identifying gaps in processes and controls that could pose risks, and these findings often arise during the design evaluation phase, where any misalignment between risks and controls is uncovered. Mr. Jones stated that after this, the test of effectiveness comes into play, ensuring that these identified risks and gaps are addressed properly in practice.

Commissioner West asked about cybersecurity and if work would be done internally or externally with vendors.

Mr. Jones stated that while cybersecurity is a major concern, the current audit does not focus on cybersecurity itself. Mr. Jones said Cybersecurity assessments are handled by a

specialized in-house team at Weaver, who are equipped to perform such risk assessments and cybersecurity audits can be included in future audit plans, but the focus will rotate and it won't be covered every year. Mr. Jones stated the output at the end of the year will involve evaluating and identifying gaps in processes related to enforcement and credentialing, with a report back on design and effectiveness. Mr. Jones stated future audits could focus on cybersecurity if needed, and flexibility exists to modify the audit scope as concerns emerge.

Commissioner Patricia Burruss made a motion to approve the Internal Audit Plan presented by Weaver and Associates. Commissioner Michael Griffis seconded the motion. The motion passed unanimously.

Agenda Item 9, Discuss and take action on proposed amendment to existing TCOLE Rule 211.16, related to the patrol vehicle requirement for law enforcement agency minimum standards.

Deputy Chief T.J. Vineyard stated the discussion outlined the first step in the rulemaking process for proposed amendments regarding law enforcement agency minimum standards, specifically relating to the use of personal vehicles for agency purposes. Deputy Chief Vineyard stated the initial intent was to require agencies to use agency-owned vehicles for specific purposes and this allow agencies to continue using personal vehicles for official duties, provided that the individual's insurance covers the vehicle, and the agency ensures appropriate additional liability coverage. Deputy Chief Vineyard stated this would maintain the ability for agencies to use personal vehicles in appropriate contexts while ensuring proper liability coverage without requiring agencies to own all vehicles.

General Counsel Beauchamp said this meeting is the first reading of the proposed amendment and this rule, and the next four rules listed on the agenda, will be open for public comment after being published in the *Texas Register*. General Counsel Beauchamp said the this will go through review and revision based on public input and the finalized rules will only be considered after a thorough review of public comments during the next commission meeting.

Commissioner West stated this applies to agencies already in operations so the smaller counties with jurisdictions that have the budget to supplement mileage or additional budget to the employee for the use of their personal vehicle and the way the rule is currently written nullifies that and he thanked TCOLE staff for working diligently on this

Commissioner Justin West made a motion to accept the proposed amendment for TCOLE Rule 211.16 to be posted for public comment. Commissioner Conor Harvey seconded the motion. The motion passed unanimously.

Agenda Item 10, Discuss and take action on proposed amendments to existing TCOLE Rules 211.27, 211.28, and 211.29, related to the responsibility to report the arrest, charge, and disposition of criminal offenses for licensees.

General Counsel John Beauchamp stated that the changes to the proposed amendments to rules regarding criminal arrests and the reporting of dispositions to TCOLE. General Counsel Beauchamp stated that the previous reporting responsibility applied to the licensee, the arresting agency and the appointing agency. General Counsel Beauchamp stated that currently, TCOLE receives arrest and disposition notifications directly through Rap Back.

General Counsel Beauchamp stated that the proposed amendments would remove the requirement for individual licensees to report their own arrest or disposition to TCOLE, removes the obligation for agencies to electronically notify TCOLE within 30 days of receiving information about an arrest or disposition, and clarifies that the arresting agency must submit all related offense reports and charging documents to TCOLE upon request.

General Beauchamp stated that these amendments are at the first reading stage and will be posted on the *Texas Register* for public comment and stakeholders are encouraged to submit feedback, which will be reviewed and considered before final approval during the next commission meeting.

Commissioner Hester stated that with the availability of RAP Back, TCOLE can modify its behavior. He pointed out that many in Law Enforcement still do not know there is a requirement to report, and this is an attempt to correct the deficiency in reporting.

Deputy Chief T.J. Vineyard referred to his earlier report that stated reporting rates stating that TCOLE now received 92-94% of arrest notifications and there is still a gap with unappointed licensees seeking new appointments. Deputy Chief Vineyard expressed concerns about relying solely on rap back without additional safeguards to catch individuals who might otherwise fall through the cracks. He stated that there should be more data analysis before a final decision and said he could bring more data to the next meeting. Deputy Chief Vineyard stated that mandatory fingerprints for new appointments would help ensure a thorough background check for unappointed licensees before they can be reappointed.

Commissioner Patricia Burruss commended Deputy Chief Vineyard for being on top of this and she stated she looks forward to what further data suggests.

Commissioner Justin Berry made a motion to accept the proposed amendments to existing TCOLE Rules 211.27, 211.18 and 211.29 and post to the *Texas Register*. Commissioner Janna Atkins seconded the motion. The motion passed unanimously.

Agenda Item 11, Discuss and take action on proposed amendments to existing TCOLE Rules 211.29 and 215.9, related to reporting failures of medical and psychological examinations.

General Counsel John Beauchamp discussed proposed amendments to the responsibilities of agency chief administrators and training coordinators regarding the reporting of medical, psychological, and drug screening failures. General Counsel Beauchamp stated that the proposed changes include chief administrators and training coordinators must notify TCOLE within 30 days of failed medical L2's or psychological L3 examinations. General Counsel Beauchamp stated that chief administrators must also notify TCOLE of failed drug screens or failed fit for duty exams, after a final determination of failure has occurred, training coordinators are not required.

Commissioner Burruss stated that this is well written and is clear and plain English and she stated she feels that is what everyone wants to see.

Deputy Chief T.J. Vineyard clarified that drug screens were not included in six but they would be if they were part of an L2, because in the other rule it is referring to existing employees who failed a drug screen seeking treatment restore that ability and does not have to be reported unless it is a final failure.

Commissioner Patricia Burruss made a motion to post the proposed amendments to existing TCOLE Rules 211.29 and 215.9 to the *Texas Register*. Commissioner Justin Berry seconded the motion. The motion passed unanimously.

Agenda Item 12, Discuss and take action on proposed amendment to existing TCOLE Rule 219.2, related to reciprocity for federal officers.

Deputy Chief Cullen Grissom proposed amendment aims to broaden the scope of reciprocity for federal officers seeking to become Texas peace officers. And previously, the rule was restricted to specific agencies and criteria outlined in the Code of Criminal Procedure (CCP). Deputy Chief Grissom stated this limited otherwise qualified federal officers from entering the licensing process, particularly those from agencies not explicitly listed in the CCP.

Deputy Chief Grissom stated the amendment provides the executive director with the authority to evaluate federal agencies, their training, and the roles of officer and officers from federal agencies not currently listed in the CCP can be granted reciprocity if their training and duties are determined to be equivalent to those of eligible agencies. He stated

the amendment aligns with the new numbering conventions of the Code of Criminal Procedure as it undergoes updates. Deputy Chief Grissom stated the executive director can now assess whether a federal officer's training (e.g., at FLETC) and experience meet Texas standards.

Deputy Chief Grissom stated Texas faces a growing demand for qualified peace officers, expands reciprocity, and increases the pool of candidates. He stated that federal officers often bring valuable training and experience that can be immediately applied in Texas.

Commissioner Patricia Burruss stated that under C1 of the rule it talks about "post approved" and does not seem to be "after approved," and asked it that is defined. She suggested to make sure that is in the definitions,

Deputy Chief Grissom stated that it is defined in the rules and is located in the peace officer standards and training.

Commissioner Burruss reiterated that without it being defined here, it could be confusing and could be used by attorneys.

Commissioner Janna Atkins motion to post proposed amendment for existing TCOLE Rule 219.20 to the *Texas Register*. Commissioner Justin Berry seconded the motion. The motion passed unanimously.

Agenda Item 13, Discuss and take action on proposed new TCOLE Rule 211.41, related to protest procedures for agency procurement actions.

General Counsel John Beauchamp advised this proposed rule establishes a formal process for protesting procurement actions within the agency, ensuring compliance with state law and providing clarity for vendors and other stakeholders. General Counsel Beauchamp stated with agency growth and engagement in larger contracts and procurement agreements (especially following updates from the sunset bill), it is essential to formalize a process that aligns with state procurement laws while promoting transparency and accountability.

General Counsel Beauchamp advised that Commissioner Conor Harvey has proposed an amendment to subsection A2 (notary public affidavit) and subsection C (unsolicited responses), and it will be added. General Counsel Beauchamp advised staff agreed with Commissioner Harvey's changes.

General Counsel Beauchamp advised the rule that a formal protest must be sworn to and include specific documentation. And the amendment states protests must be sworn to by affidavit before a notary public to ensure legitimacy and accountability. General Counsel

Beauchamp advised that a chief financial officer may solicit written responses to the protest from interested parties and the amendment clarifies that other parties may submit written responses without solicitation, ensuring broader participation in the process.

Assistant Presiding Officer Jason Hester raised the point that notarization may not be a requirement under existing state procurement rules.

General Counsel Beauchamp advised staff will review state procurement regulations to confirm consistency with this added requirement.

Commissioner Conor Harvey made a motion to approve posting the proposed rule with amendments to subsection A2 and subsection C. Commissioner Justin Berry seconded the motion. The motion passed unanimously.

Agenda Item 14, Discuss and take actions on proceedings for revocation, suspension, and other disciplinary actions.

Default Suspension Orders

Assistant General Counsel Mark Duncan presented the default suspension orders to the Commission. Commissioner Justin Berry made a motion to accept the default suspension orders for Officer Daniel Aburto of the Trinity County Sheriff's Office, Officer Juston I. Alexander of the Converse Police Department, Jailer Aunriette N. Davis of the Goliad County Sheriff's Office, Officer Andrew C. McVicker of the Groveton Police Department, Officer Iman Nematollahi of the Wichita Falls Police Department, and Telecommunicator Paige A. Saylor of the Navasota Police Department. Commissioner Conor Harvey seconded the motion. The motion passed unanimously.

Default Revocation Orders

Assistant General Counsel Daniel Walker presented the default revocation orders to the Commission. Commissioner Justin Berry made a motion to accept the default revocation orders of Officer Justin D. Hamm of the Ector County Sheriff's Office and Jailer Nicholas M. Staggs of the Montgomery County Sheriff's Office. Commissioner Conor Harvey seconded the motion. The motion passed unanimously.

Agreed Suspension Waiver

Assistant General Counsel Daniel Walker presented an agreed suspension order to the Commission. Commissioner Justin Berry made a motion to accept the agreed suspension order of Jailer Diana R. Robledo of the Montgomery County Sheriff's Office. Commissioner Conor Harvey seconded the motion. The motion passed unanimously.

Agreed Orders of Suspension

Assistant General Counsel Aaron Heath presented the agreed orders of suspension to the Commission. Commissioner Justin Berry made a motion to accept the agreed orders of suspension for Officers Jose H. Doria Jr. of the Freer Police Department, Edric R. Flores of the El Paso Police Department, Frederick E. Frazier of the Dallas Police Department, and Ernesto Garza of the Bexar County Sheriff's Office. Commissioner Conor Harvey seconded the motion. The motion Passed unanimously.

Agreed Waivers for Administrative Penalties

Assistant General Counsel Jennie Hilbig presented the agreed waivers for administrative penalties to the Commission. Commissioner Justin Berry made a motion to accept the agreed waivers for administrative penalties for the Hudspeth County Sheriff's Office and the Mart Police Department. Commissioner Conor Harvey seconded the motion. The motion passed unanimously.

For Information Only

Assistant General Counsel Jennie Hilbig provided a review of the following disciplinary actions before the Commission for informational purposes only. No action necessary.

Statutory Suspensions

Molina, Tiffani P.	Jailer, Telecommunicator	Crane Cnty. Sheriff's Office
Sacks, Micheal Z.	Jailer	Harris Cnty. Sheriff's Office

Statutory Revocation

Serna-Venegas, Juan C.	Jailer	Midland Cnty. Sheriff's Office
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Permanent Surrenders

Brewer, Brandon D.	Peace Officer	San Jacinto Cnty. Sheriff's Office
Dotson, Savon M.	Jailer	Harris Cnty. Sheriff's Office
Glass, Jacob D.	Peace Officer	Farmersville Police Dep't
Gonzalez, Jose A.	Peace Officer	Bastrop Cnty. Sheriff's Office
Hinson, Asa A.	Peace Officer	Lewisville Police Dep't
Hutchison, Jonathan P.	Peace Officer	Payne Springs Police Dep't
Lopez, Jerardo	Jailer	Bexar Cnty. Sheriff's Office
Mitchell, Matthew D.	Peace Officer	Garland Police Dep't
Nelson, James W.	Jailer	Montgomery Cnty. Sheriff's Office
Romer Jr., Sean P.	Peace Officer	Fort Worth Police Dep't
Rosas, Javier F.	Peace Officer	Galveston Police Dep't
Ross, Aaron L.	Peace Officer	Kaufman Cnty. Constable Pct. 2
Sanders, Aaron H.	Peace Officer	Lamar Cnty. Constable Pct. 4
Self, Jared M.	Peace Officer	Texas Parks & Wildlife Dep't
Silvia, Katherine T.	Peace Officer	Dallas Police Dep't
Thompson, Cole L.	Peace Officer	Sanger Police Dep't

Tomlin, Christopher L.	Peace Officer
Warner, Aaron L.	Peace Officer
Williams, Melvin A.	Peace Officer

Wills Point Police Dep't
Cedar Hill Police Dep't
Dallas Police Dep't

Reprimands for Administrative Violations

Blakelock, Matthew J.	Peace Officer
Brewer, Ryan P.	Peace Officer
Cuellar Jr., Martin	Peace Officer
Fuentes, Rosamaria	Jailer
Lerma Jr., Pablo	Peace Officer
Nunez, Felix S.	Peace Officer
Sneed, Quinton W.	Peace Officer
Webb, Nicholas L.	Peace Officer

Conroe I.S.D. Police Dep't
Conroe I.S.D. Police Dep't
Webb Cnty. Sheriff's Office
Terrell Cnty. Sheriff's Office
Webb Cnty. Sheriff's Office
Webb Cnty. Sheriff's Office
Austin I.S.D. Police Dep't
Anderson Cnty. Sheriff's Office

Reprimands for Failure to Report an Arrest

Acosta-Sarabia, Daniela	Peace Officer
Aguilar, Gabriel	Jailer
Ahmed, Sarwat	Peace Officer
Alcala, Franklin	Jailer
Amituanai, Gloria	Jailer
Arredondo, Pete	Peace Officer
Barbosa, Jorge	Jailer
Beltran, Adan	Peace Officer
Bernal, Fernando	Jailer
Biggs, David	Peace Officer
Bowers, Steven	Jailer
Brandy, Jacob	Jailer
Brewer, Jereld	Peace Officer
Brisendine, Cody	Peace Officer
Brown, Jeffrey	Peace Officer, Jailer
Bryant, Bradley	Jailer
Bryant, Bradley	Jailer
Butzon, William	Peace Officer
Cameron, DeAndre	Peace Officer
Casey, John	Peace Officer, Jailer
Castillo, Ramon	Jailer
Cavazos, Gabriel	Jailer
Collier, Jason	Peace Officer
Cox, Brennan	Peace Officer
Cruz, Shelby	Peace Officer
Edgington, James	Peace Officer
Frazier, Tyler	Jailer
Galindo, Joel	Jailer
Galvan, Erick	Peace Officer

Red Oak Police Dep't
Uvalde Cnty. Sheriff's Office
Harris Cnty. Constable Pct. 5
Bexar Cnty. Sheriff's Office
Williamson Cnty. Sheriff's Office
Uvalde Consolidated I.S.D. Police Dep't
El Paso Cnty. Sheriff's Office
Donna Police Dep't
Bexar Cnty. Sheriff's Office
Smith Cnty. Sheriff's Office
Fort Bend Cnty. Sheriff's Office
Hardin Cnty. Sheriff's Office
Whitehouse Police Dep't
Flower Mound Police Dep't
Harris Cnty. Sheriff's Office
Fort Bend Cnty. Sheriff's Office
Fort Bend Cnty. Sheriff's Office
El Paso Police Dep't
Socorro Police Dep't
Tarrant Cnty. Sheriff's Office
Texas Board of Criminal Justice
Brooks Cnty. Sheriff's Office
Highland Village Fire Dep't
Tarrant Cnty. Sheriff's Office
Frenship I.S.D. Police Dep't
Prairie View Police Dep't
Harris Cnty. Sheriff's Office
Hidalgo Cnty. Sheriff's Office
Clear Lake Shores Police Dep't

Garcia, Maranda	Jailer
Garcia, Stephanie	Jailer
Garcia-Gomez, Ashley	Jailer
Gonzales, Adrian	Peace Officer
Gonzalez, Gonzalo	Peace Officer, Jailer
Goss, Joseph	Jailer
Grable, Kirk	Peace Officer
Grantham, Austin	Jailer
Green, Charles	Peace Officer, Jailer
Hall, Andrew	Jailer
Hardeman, Timothy	Jailer
Harrison, Joe L.	Peace Officer, Jailer
Hart, Desmond	Peace Officer, Jailer
Hartsfield, Dominique	Jailer
Henry, Megan	Peace Officer
Henson, Jaylen	Jailer
Hernandez, James	Peace Officer
Hill, Brian	Peace Officer
Hill, Darvin	Peace Officer
Hill, Ray	Peace Officer
Hopkins, Leonard	Peace Officer
Horton, Jahlyl	Jailer
Howell, Patrick	Peace Officer
Ivy, Michael	Peace Officer, Jailer
Kennedy, Dustin	Peace Officer
King, Shanika	Peace Officer, Jailer
Klentz, Taylor	Jailer
Lee, Taylor	Jailer
Lenhart, Elizabeth	Telecommunicator
Long, Donna	Telecommunicator
Lopez, Diego	Jailer
Low, Jon	Jailer
Loya, Andrew	Jailer
Martinez, Nicholas	Jailer
Maynard, Stacey	Jailer
Medrano, Matthew	Jailer
Melendez, Joseph	Jailer
Miller, Joshua	Telecommunicator
Monroe, Rodney	Peace Officer
Moore, Christopher	Peace Officer
Moreno, Rafael	Jailer
Nunez, Serina	Jailer
Olivo, Daniel	Peace Officer
Ortiz, Jonathon	Jailer

Liberty Cnty. Sheriff's Office
 Kleberg Cnty. Sheriff's Office
 Ector Cnty. Sheriff's Office
 Uvalde Consolidated I.S.D Police Dep't
 Starr Cnty. Sheriff's Office
 Cameron Cnty. Sheriff's Office
 Blue Mound Police Dep't
 Howard Cnty. Sheriff's Office
 Jefferson Cnty. Sheriff's Office
 Anderson Cnty. Sheriff's Office
 Haskell Cnty. Sheriff's Office
 Lynn Cnty. Sheriff's Office
 Dallas Cnty. Sheriff's Office
 Galveston Cnty. Sheriff's Office
 Newton Cnty. Sheriff's Office
 Dallas Cnty. Sheriff's Office
 San Angelo Police Dep't
 Mesquite Police Dep't
 Rowlett City Marshal's Office
 Bogata Police Dep't
 Dallas I.S.D Police Dep't
 Haskell Cnty. Sheriff's Office
 Bonham Police Dep't
 Harris Cnty. Sheriff's Office
 Hudson Oaks Police Dep't
 Fort Bend Cnty. Sheriff's Office
 Grimes Cnty. Sheriff's Office
 Harris Cnty. Sheriff's Office
 West Columbia Police Dep't
 Baylor Scott & White Health Public Safety
 Bexar Cnty. Sheriff's Office
 McLennan Cnty. Sheriff's Office
 Ector Cnty. Sheriff's Office
 Texas Board of Criminal Justice
 Bexar Cnty. Sheriff's Office
 Tom Green Cnty. Sheriff's Office
 Portland Police Dep't
 Eastland Cnty. Sheriff's Office
 Saint Jo Police Dep't
 Grand Prairie City Marshal's Office
 Tarrant Cnty. Sheriff's Office
 Frio Cnty. Sheriff's Office
 Klein I.S.D. Police Department
 Bexar Cnty. Sheriff's Office

Padgett, Brandon	Jailer	Kaufman Cnty. Sheriff's Office
Palmer, Dennis	Peace Officer	Harris Cnty. Sheriff's Office
Parker, Bryan	Peace Officer	Grapevine Fire Dep't
Pineda, Adrian	Jailer	El Paso Cnty. Sheriff's Office
Puyear, Garrett	Peace Officer	Hawk Cove Police Dep't
Quintanilla, Mario	Peace Officer, Jailer	Pasadena Police Dep't
Ramos, Rodolfo	Peace Officer	El Paso Police Dep't
Rawson, Kenneth	Peace Officer	North Richland Hills Fire Dep't
Reaves, James	Telecommunicator	Conroe Police Dep't
Reid, Jimmy	Peace Officer	Kountze Police Dep't
Reynolds, Kila	Peace Officer, Jailer	Tarrant Cnty. Sheriff's Office
Rios, Daniela	Jailer	Dimmit Cnty. Sheriff's Office
Roberts, Ryan	Peace Officer	Garland Police Dep't
Rodriguez, Sebastian	Jailer	Hidalgo Cnty. Sheriff's Office
Rogers, Maryam	Peace Officer	Harris Cnty. Constable Pct. 4
Romero, Steve	Peace Officer	El Paso I.S.D. Police Dep't
Sanchez, Lionel	Jailer	Tarrant Cnty. Sheriff's Office
Sauseda, Humberto	Peace Officer	South Padre Island Police Dep't
Scott, Andrew	Jailer	Comal Cnty. Sheriff's Office
Sellers, Trent	Peace Officer	University of Texas System Police
Sharp, Shannon	Peace Officer	Splendora Police Dep't
Singleton, Carla	Jailer	Tarrant Cnty. Sheriff's Office
Smith, William	Peace Officer	Frio Cnty. Sheriff's Office
Solis, John	Peace Officer	El Paso Council of Judges Courts
Sonnen-Cortez, Sean	Peace Officer	Windcrest Police Dep't
Sparkman, Phillip	Peace Officer	Austin Police Dep't
Stevens, Joel	Peace Officer	Port Lavaca Police Dep't
Stinson, Terry	Jailer	Texas Board of Criminal Justice
Telchik, Aaron T.	Peace Officer, Jailer	Howard Cnty. Sheriff's Office
Tellez, Jesus	Peace Officer, Jailer	Tom Green Cnty. Sheriff's Office
Valdez, Jose	Peace Officer	Atascosa Cnty. Constable Pct. 1
Valdez, Marissa	Peace Officer,	Zapata Cnty. Sheriff's Office
	Telecommunicator	
Vega, Miguel	Peace Officer, Jailer	Williamson Cnty. Sheriff's Office
Watkins, Kenneth	Peace Officer	Harris Cnty. Constable Pct. 5
Zapata, Manuel	Jailer	Rockwall Cnty. Sheriff's Office

Agenda Item 16. Executive Session to discuss pending or contemplated litigation, settlement offers, and personnel issues, including evaluation of Executive Director's job performance pursuant to sections 551.071 and .074 of the Texas Government Code, Open Meetings Act.

No executive session.

Agenda item 17, Return from Executive Session to report and discuss further actions to be taken as a result of Executive Session, if necessary.

No executive session.

Agenda Item 18, Adjourn.

Commissioner Justin West made a motion to adjourn the meeting. Commissioner Justin Berry seconded the motion. The meeting adjourned at 4:41 p. m.

A handwritten signature in black ink, appearing to be 'JW', is written over a horizontal line.

Justin West, Secretary
JW/sf