

**ELLIS COUNTY BAIL BOND BOARD
BOARD OF DIRECTORS MEETING
MINUTES**

**Friday, November 18, 2016, 1:00 P.M.
Ellis County Courts Building, Multipurpose Courtroom, Room #265, 109 S. Jackson St.,
Waxahachie, Texas**

Directors Present: Vance Hinds, Designee for Patrick Wilson, District Attorney
Melanie Reed, District Clerk
Ed Jendrzey, Municipal Judge
Bob Carroll, District Judge
Capt. Terry Ogden, Designee for the County Sheriff
Cheryl Chambers, County Treasurer
Sara Garcia, Designee for the County Judge
Richard K. Shinpaugh, Licensed Bail Bond Surety Designee

Directors Absent: Gene Calvert, County Court at Law #2 Judge
Steve Egan, Justice of the Peace, Pct. 4
Zachary Newland, Criminal Defense Attorney Designee
Cindy Polley, County Clerk

Others Present: Dora Roman, Ellis County Bail Bond
Cia Baze, Financial Casualty & Surety
Penny Bradford, Act Swift & Waxahachie Area Bail Bonds

CALL TO ORDER

Proper notice of the meeting having been given in compliance with the Open Meeting Laws of the State of Texas, and upon a motion by Director Jendrzey, seconded by Director Reed, the meeting was called to order at 1:03 p.m., and a quorum declared by Director Shinpaugh. A copy of the posted written notice calling such meeting is attached to these minutes and marked as Exhibit A.

INVOCATION

The invocation was led by Director Shinpaugh, followed by the Pledge of Allegiance to the flag of the United States of America.

ADMINISTRATIVE

In accordance with Meeting Agenda Item 2.1, and upon a motion by Director Garcia, seconded by Director Reed, the minutes of the last meeting held October 28, 2016 were unanimously approved.

In accordance with Meeting Agenda Item 2.2, a report from Ann Montgomery, designated agent for Ellis County Bail Bond Board, was given that no bond companies have been reported to the Sheriff for nonpayments of judgments.

In accordance with Meeting Agenda Item 2.3, a report from Director Ogden was given that there were no outstanding bail bonds of Waxahachie Area Bail Bonds.

In accordance with Meeting Agenda Item 2.4, report from Ann Montgomery, designated agent for Ellis County Bail Bond Board was given that there were no outstanding NISI judgments of Waxahachie Area Bail Bonds.

In accordance with Meeting Agenda Item 2.5, discussion concerning the purchase of hardware and supplies for the creation of identification cards for the bond companies was held. Director Garcia informed the board that the Emergency Management Services Department would use their ID machine to issue bail bond companies' identification cards.

In accordance with Meeting Agenda Item 2.6, discussion concerning the process involved when the secretary receives notice of termination of an employee of the bond companies was held. The bond companies will notify the board secretary, submit the employee's ID card, and notify the sheriff's office when there is a termination of an employee.

In accordance with Meeting Agenda Item 2.7, and upon a motion by Director Hinds that amended the motion by Director Carroll, seconded by Director Garcia, Rule 307. Employee List was amended to read: "All licensees shall file a yearly written list of their employee(s) employed as of January 1st of each year with the Secretary of the Board and the Ellis County Jail. The employee report must be filed on or before January

10th of each year. Any changes in employee status, including employment of new employees, must be served on the Secretary of the Board and the Ellis County Jail within five (5) days.”

APPLICATIONS

In accordance with Meeting Agenda Item 3.1, and upon a motion by Director Carroll, seconded by Director Jendzrey, the License Application renewal received from **Financial Casualty & Surety, Inc., Richard Shinpaugh, agent, doing business as Ellis County Bail Bond** was approved for three years.

In accordance with Meeting Agenda Item 3.2, and upon a motion by Director Chambers, seconded by Director Ogden, the Ellis County Bail Bond Employee Application received from **Shannon Hoggard, an applicant of Ellis County Bail Bonds**, was unanimously approved.

In accordance with Meeting Agenda Item 3.3, and upon a motion by Director Chambers, seconded by Director Ogden, the Ellis County Bail Bond Employee Application received from **Rafael Munoz, an applicant of Ellis County Bail Bonds**, was unanimously approved.

In accordance with Meeting Agenda Item 3.4, and upon a motion by Director Chambers, seconded by Director Ogden, the Ellis County Bail Bond Employee Application received from **Dora Roman, an applicant of Ellis County Bail Bonds**, was unanimously approved.

In accordance with Meeting Agenda Item 3.5, and upon a motion by Director Chambers, seconded by Director Reed, the Ellis County Bail Bond Employee Application received from **Penny Bradford, an applicant of Waxahachie Area Bail Bonds**, was unanimously approved.

In accordance with Meeting Agenda Item 3.6, and upon a motion by Director Chambers, seconded by Director Reed, the Ellis County Bail Bond Employee Application received from **Penny Bradford, an applicant of Waxahachie Area Bail Bonds**, was unanimously approved.

ADJOURNMENT

Upon a motion by Director Chambers, seconded by Director Jendzrey, the meeting was adjourned by Director Shinpaugh at approximately 1:28 p.m.



Rick Shinpaugh, Presiding Officer



Vance Hinds, Secretary

12-16-16

Date Approved

12-16-16

Date Approved

**NOTICE OF MEETING
ELLIS COUNTY BAIL BOND BOARD**

Notice is hereby given that a meeting of the Ellis County Bail Bond Board will be held on **Friday, November 18, 2016 at 1:00 p.m., in the Multipurpose Courtroom, Room #265, Ellis County Courts Building, 2nd Floor, 109 S Jackson St., Waxahachie, Texas**, at which time the following will be discussed and considered, to-wit:

Board Member: Bob Carroll, District Judge
Board Member: Gene Calvert, Jr., County Court at Law No. 2 Judge
Board Member: Sara Garcia, Designee for the County Judge
Board Member: Vance Hinds, Designee for Patrick Wilson, District Attorney
Board Member: Ed Jendrzey, Municipal Judge
Board Member: Steve Egan, Justice of the Peace, Pct. 4
Board Member: Zachary Newland, Criminal Defense Attorney
Board Member: Capt. Terry Ogden, Designee for the County Sheriff
Board Member: Cheryl Chambers, County Treasurer
Board Member: Melanie Reed, District Clerk
Board Member: Cindy Polley, County Clerk
Board Member: Rick Shinpaugh, Licensed Bail Bond Surety Designee

1. OPENING MEETING

- 1.1 Presiding Officer of the Board will call the meeting to order, declare quorum if at least four members of the Board are present, declare notices legally posted pursuant to Open Meetings Act.
- 1.2 Motion to Open Ellis County Bail Bond Board Meeting.
- 1.3 Invocation and Pledges of Allegiance.

2. ADMINISTRATIVE

- 2.1 Consideration and action as may be appropriate to approve minutes of the October 28, 2016 meeting.
- 2.2 Receive report from Ann Montgomery-Moran, designated agent for Ellis County Bail Bond Board, concerning any bond company that has been reported to the Sheriff for nonpayment of judgments.
- 2.3 Consideration and action concerning the report from Captain Terry Ogden, concerning the outstanding bail bonds of Waxahachie Area Bail Bonds.
- 2.4 Receive report from Ann Montgomery-Moran, designated agent for Ellis County Bail Bond Board, concerning outstanding NISI Judgments of Waxahachie Area Bail Bonds.



- 2.5 Consideration and action as appropriate of the purchase of hardware and supplies for the creation of identification cards for the bond companies.
- 2.6 Consideration and action as appropriate concerning the process involved when the secretary receives notice of termination of an employee of the bond companies.

Rule 309. Notice of Employee Termination: If a licensee fires an employee, or if any employee terminates his employment with the licensee, the licensee shall give immediate written notice of such action to the Secretary of the Board and the Sheriff and shall immediately surrender the employee's identification card to the Secretary of the Board, unless good cause be shown why the employee identification card cannot be returned.

- 2.7 Consideration and action as appropriate concerning the quarterly report from the bond companies.

Rule 307. Employee List : All licensees shall file a quarterly written list of the employee(s) acting on the licensees' behalf with the Secretary of the Board by the 10th day of the following months: April, July, October, and January. Any changes in employee status, including employment of new employees, must be served on the Secretary of the Board and the Ellis County Jail within five (5) days.

3. APPLICATIONS

- 3.1 Consideration and action as may be appropriate to approve Ellis County Bail Bond License Application renewal received from **Financial Casualty & Surety, Inc., Richard Shinpaugh, agent, doing business as Ellis County Bail Bond.**
- 3.2 Consideration and action as may be appropriate to approve Ellis County Bail Bond Employee Application renewal received from **Shannon Hoggard, an applicant of Ellis County Bail Bonds.**
- 3.3 Consideration and action as may be appropriate to approve Ellis County Bail Bond Employee Application renewal received from **Rafael Munoz, an applicant of Ellis County Bail Bonds.**
- 3.4 Consideration and action as may be appropriate to approve Ellis County Bail Bond Employee Application received from **Dora Roman, an applicant of Ellis County Bail Bonds.**
- 3.5 Consideration and action as may be appropriate to approve Ellis County Bail Bond Employee Application received from **Penny Bradford, an applicant of Waxahachie Area Bail Bonds.**
- 3.6 Consideration and action as may be appropriate to approve Ellis County Bail Bond Employee Application received from **Penny Bradford, an applicant of Act Swift Bail Bonds.**

4. **RECESS TO CONVENE TO EXECUTIVE SESSION**

EXECUTIVE SESSION

The Ellis County Bail Bond Board reserves the right to adjourn into **Executive Sessions** at any time during the course of this meeting to discuss any of the matters listed in this agenda, in the order deemed appropriate, as authorized by Texas Government Code 551, or to seek the advice of its attorney and/or other attorneys representing Ellis County on any matter in which the duty of the attorney to the Bail Bond Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with Texas Government Code Chapter 551 or as otherwise may be permitted under 551.

ADJOURNMENT OF EXECUTIVE SESSION

5. **ADJOURNMENT**

Signed this the 10th day of November, 2016



~~Rick Shinpaugh~~, Presiding Officer
Ellis County Bail Bond Board

I, the undersigned Secretary of the Board, do hereby certify that the above Notice of Meeting of the Ellis County Bail Bond Board is a true and correct copy of said Notice, that said Notice was posted at the doors of the Ellis County Courthouse, a place readily accessible to the general public at all times, on the 10th day of November, 2016 at 3:45 .M.



Vance Hinds,
Ellis County Bail Bond Board Secretary

If you or your Designee have a disability that requires special arrangements and you plan to attend this public meeting, please call (972)825-5011 within 72 hours of the meeting. Reasonable accommodations will be made to meet your needs at the meeting.