



TEXAS  
JUVENILE JUSTICE  
DEPARTMENT

Friday, February 28, 2025 – 9:00 A.M.  
George H.W. Bush Building, Shared Board Room, Rm. 4.300  
1801 Congress Ave., Austin, TX 78711

Registration link for streaming: <https://attendee.gotowebinar.com/register/489102799246398805>

1. Call to order  
**Chairman Manny R. Ramirez**
2. Prayer
3. Pledges  
**Chairman Manny R. Ramirez**
4. Discussion, consideration, and possible approval regarding excused absences **(Action)**  
**Chairman Manny R. Ramirez**
5. Discussion, consideration, and possible approval regarding the November 8, 2024 Board meeting minutes **(Action)**  
**Chairman Manny R. Ramirez**
6. Discussion, consideration, and possible approval regarding the December 5, 2024 Board meeting minutes **(Action)**  
**Chairman Manny R. Ramirez**
7. Report from the chairman  
**Chairman Manny R. Ramirez**
8. Recognition of Chief Scott Matthew for his exemplary service as Chairman of the Texas Juvenile Justice Board  
**Chairman Manny R. Ramirez**
9. Public comments (must email [boardmaterials@tjjd.texas.gov](mailto:boardmaterials@tjjd.texas.gov) by 5:00 p.m. on February 27, 2024 to register for public comment)  
**Chairman Manny R. Ramirez**
10. Report from the Executive Director  
**Shandra Carter**
11. Report from the Deputy Executive Director  
**Dr. Evan Norton**
12. Discussion regarding updates to the FY2026-27 Legislative Appropriations Request  
**Emily Anderson**
13. Report from the chief inspector general  
**Daniel Guajardo**  
Page 19
14. Report from the chief independent ombudsman  
**Sean McCleskey**

15. Discussion, consideration, and possible approval regarding the transfer of the Parrie Haynes and John C. Wende trusts to a third party **(Action)**  
**Jana Jones**  
Page 72
16. Discussion regarding updates within the Internal Audit Division (25-3)  
**Eleazar Garcia**  
Page 86
17. Discussion, consideration, and possible approval regarding the Facility Gang Audit (24-1B) **(Action)**  
**Eleazar Garcia**  
Page 90
18. Update from the Advisory Council on Juvenile Services  
**Lynn Hadnot**  
Page 103
19. Discussion, consideration, and possible approval regarding appointments to the Advisory Council on Juvenile Services **(Action)**  
**Ashley Kintzer**  
Page 106
20. Discussion, consideration, and possible approval to adopt the final rule text for new 37 TAC §343.261 (Resident Supervision) **(Action)**  
**Kaci Singer**  
Page 127
21. Discussion, consideration, and possible approval to publish proposed revisions to 37 TAC §344.804 (Dual Certification) in the *Texas Register* for a public comment period of at least 30 days and possible conditional approval to adopt the final rule **(Action)**  
**Kaci Singer**  
Page 130
22. Discussion, consideration, and possible approval to publish proposed revisions to 37 TAC §380.8555 (Program Completion for Non-Sentenced Offenders) and 380.8557 (Release Review Panel) in the *Texas Register* for a public comment period of at least 30 days and possible conditional approval to adopt the final rule **(Action)**  
**Kaci Singer**  
Page 133
23. Discussion, consideration, and possible approval to publish proposed revisions to 37 TAC §380.8501 (Definitions) in the *Texas Register* for a public comment period of at least 30 days and possible conditional approval to adopt the final rule **(Action)**  
**Kaci Singer**  
Page 145
24. Discussion, consideration, and possible approval to publish proposed revisions to 37 TAC §380.8565 (Discharge of Youth with Determinate Sentences upon Transfer to TDCJ or Expiration of Sentence) in the *Texas Register* for a public comment period of at least 30 days and possible conditional approval to adopt the final rule **(Action)**  
**Kaci Singer**  
Page 150
25. Discussion, consideration, and possible approval to publish the newly proposed 37 TAC §380.9742 (Security Unit Admission Pending Transportation) in the *Texas Register* for a public comment period of at least 30 days and possible conditional approval to adopt the final rule **(Action)**  
**Cameron Taylor**  
Page 160

26. Discussion, consideration, and possible approval to publish proposed revisions to 37 TAC §380.9520 (Cooling-Off Period For Youth Out of Control) and 380.9739 (Isolation) in the *Texas Register* for a public comment period of at least 30 days and possible conditional approval to adopt the final rule **(Action)**

**Cameron Taylor**

Page 164

27. Discussion, consideration, and possible approval to publish the results of rule review for 37 TAC Chapter 359 in the *Texas Register* **(Action)**

**Cameron Taylor**

Page 171

28. Discussion, consideration, and possible approval regarding the discipline of certified officers - Agreed Orders **(Action)**

- I. Evan Brooks, Certification No. 36241, Docket No. 25-36241-230136, 230179
- II. Manuel Armendariz, Certification No. 36597, Docket No. 25-36597
- III. Arianna Davila, Certification No. 38632, Docket No. 25-38632-230196
- IV. Dominique Sharpe, Certification No. 28157, Docket No. 25-28157-230133, 230134
- V. Martin Bernaldo Vera, Jr., Certification No. 37193, 25-37193-230019
- VI. Sierra Wood, Certification No. 39172, Docket No. 25-39172-240134

**Chelsey Oden**

Page 174

29. Discussion, consideration, and possible approval regarding the discipline of certified officers - Default Orders **(Action)**

- I. Layne Moore, Certification No. 40065, Docket No. 25-40065-240184
- II. Brandon Turner, Certification No. 39075, Docket No. 25-39075-240067
- III. Jeffrey Watkins, Certification No. 39076, Docket No. 25-39076-240006
- IV. Adan Avila, Certification No. 37565, Docket No. 25-37565-240003
- V. Tamiko Cotton, Certification No. 38185, Docket No. 25-38185-24000173
- VI. Chris Harvey, Certification No. 39188, Docket No. 25-39188-230184, 230189
- VII. Edward Hewitt, Certification No. 39820, Docket No. 25-39820-240099
- VIII. Omar Holcomb, Certification No. 38295, Docket No. 25-38295-240117
- IX. Andrew Lozoya, Certification No. 39162, Docket No. 25-39162-240148
- X. Juan Munoz, Certification No. 37973, Docket No. 25-37973
- XI. Don Polk, Certification No. 40119, 25-40119-240135
- XII. Ulysses Taylor, Certification No. 39319, Docket No. 25-39319-240071
- XIII. Francisco Trevino, Certification No. 36957, Docket No. 25-36957-230200

**Chelsey Oden**

Page 196

30. Discussion, consideration, and possible approval regarding certain contract actions, all of which requiring board approval pursuant to GAP.385.1101 **(Action)**:

- I. New contract for recruiter consulting services (TBD)
- II. New contract for abuse prevention consulting services (TBD); and
- III. New contract awardee for board-approved pre-employment services (Occupational Health Centers of the Southwest, P.A., dba Concentra Medical Centers)

**Kellie Love**

Page 265

31. Discussion, consideration, and possible acknowledgement of gifts **(Action)**

**Emily Anderson**

Page 269

32. Discussion regarding updates from the IT Division, including a recognition of service

**Tim Tenpas**

33. Closed Session – Executive Session

**Chairman Manny R. Ramirez**

- Government Code §551.071 Consultation with attorney regarding litigation;
- Government Code §551.072 Deliberation regarding real property; and
- Government Code §551.074 Discussion regarding personnel matters.

34. Reconvene in Open Session

**Chairman Manny R. Ramirez**

35. Discussion, consideration, and possible conditional approval regarding a recommended location for new facility construction **(Action)**:

**Rachel Gandy**

Page 272

36. Adjourn

- The Texas Juvenile Justice Board reserves the right to limit the time and scope of public comments as deemed appropriate by the Board.
- The Texas Juvenile Justice Board reserves the right to take formal Board action on any posted agenda item if necessary.
- Items may not necessarily be considered in the order in which they appear on the agenda.
- The Texas Juvenile Justice Board may go into closed session with respect to any item as authorized by the Texas Open Meetings Act, as codified in Texas Government Code Section 551.071.
- The Texas Juvenile Justice Board reserves the right to broadcast its meeting live.
- Videoconference meetings are conducted in accordance with the Open Meetings Act. For such meetings, the location of the meeting will be open to the public during the open portions of the meeting. A member of the Board will be present there to preside over the meeting.
- If ADA accommodations are needed, please contact Vonesha Simon at [vonesha.simon@tjjd.texas.gov](mailto:vonesha.simon@tjjd.texas.gov) or [boardmaterials@tjjd.texas.gov](mailto:boardmaterials@tjjd.texas.gov)