

**REGIONAL PUBLIC DEFENDER OFFICE  
LOCAL GOVERNMENT CORPORATION  
BOARD OF DIRECTORS MEETING**

**MEETING AGENDA**

**DATE:** September 2, 2020  
**TIME:** 6:00 p.m. CDT  
**PLACE:** Zoom Conference  
YouTube Stream: <https://youtu.be/QFJps1uqz5M>

**MEMBERS**

William Cox- Chair- Interim Chief Public Defender, El Paso County  
Andrea Marsh- Vice Chair- Director, Richard & Ginni Mithoff Pro Bono Program-  
University of Texas  
Hon. Judge Dean Rucker- Administrative Judge, 7<sup>th</sup> Judicial Region  
Hon. Lora Livingston- 261<sup>st</sup> Civil District Court, Travis County, Texas  
Hon. Judge Curtis Parrish- Lubbock County Judge  
David Slayton- Administrative Director, Office of Court Administration  
Geoff Burkhardt- Executive Director, Texas Indigent Defense Commission  
Kathryn McNeil- Executive Director, Texas Defender Service  
Chuck Statler- County Commissioner, Taylor County, Texas  
Bill McCay- County Commissioner, Lubbock County, Texas  
Rick Wardroup- Texas Criminal Defense Lawyers Association  
Abner Burnet- Director, Texas Rio Grande Legal Aid  
Dan Hurley- Criminal Defense Attorney, Lubbock, Texas

**STAFF**

Edward Ray Keith, Jr.- Chief Public Defender  
Keri L. Mallon- Deputy Chief Public Defender  
Elaine Nauert- System Administrator  
Amy Sharb- Chief Operational Officer

**AGENDA**

The Board may discuss or act on any of the following items:

1. Commencement of meeting – *William Cox*
2. Introduction of new member – *Geoff Burkhardt*
3. Attendance of members – *Elaine Nauert*
4. Opening remarks – *William Cox*
5. Financial Report – *Amy Sharb*

- a. Budget Update
- b. Reserve Balance
- c. Reimbursement Process

6. RPDO Business Items

- a. Corporate bylaws
- b. Corporate Secretary
- c. Start date for the corporation
- d. Public Comment Policy for Board Meetings
- e. Board Training on Open Meetings
- f. Chief Public Defender
- g. System Administrator
- h. Corporate counsel
- i. Authority to act on behalf of the corporation
- j. Federal Employer Identification Number (E.I.N.)
- k. Grant Administrator
- l. Health Insurance
- m. Liability Coverage
- n. Workers Compensation Coverage
- o. Retirement Plan
- p. Corporate Interlocal Agreement
- q. Human Resources Manager Position
- r. Corporate Banking
- s. Corporate Procurement
- t. Budget

7. Report from Chief Public Defender – *Ray Keith*

8. Set future meetings

9. New business

10. Adjournment