



# City of Corpus Christi

1201 Leopard Street  
Corpus Christi, TX 78401  
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## Meeting Minutes - Draft

### Municipal Court Committee

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Monday, February 1, 2021

1:30 PM

City Hall, 1st Floor Staff Conference Room

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#### PUBLIC NOTICE

**A. Chairman John Martinez to call meeting to order.**

Chairman Martinez called the meeting to order at 1:35 p.m.

**B. City Secretary Rebecca Huerta to call the roll.**

City Secretary Huerta called the roll and confirmed that a quorum was present to conduct the meeting (Council Member Barrera participated by WebEx).

Staff members present: City Secretary Rebecca Huerta; Assistant City Attorney Buck Brice; Director of Human Resources Eyvon McHaney (by WebEx); Presiding Judge Gail Loeb (by WebEx); and Chief Financial Officer Constance Sanchez (arrived at 2:09 p.m.).

**Present:** 4 - Ben Molina, Council Member John Martinez, Michael Hunter and Roland Barrera

**C. Public Comment**

Chairman Martinez asked for public comment. No comments were made or written comments received.

**D. Approval of Minutes**

**1. [21-0194](#) Minutes of the September 16, 2020 Meeting**

Council Member Molina made a motion to approve the minutes as presented, seconded by Council Member Hunter. The motion passed unanimously.

**E. Briefings:**

2. [21-0192](#) Overview of Municipal Court Judicial Operations - Presiding Judge Gail Loeb

Presiding Judge Gail Loeb presented a brief overview of Municipal Court Judicial operations to orient the new committee members. She reviewed the following topics: organizational chart; general law and information; judges; Code of Ordinances - Chapter 29; City Charter - Section 26; Texas Government Code - Chapter 30; Municipal Court Services (administration); Detention Center paperwork; Judicial Schedule; and ethics.

Judge Loeb and committee members discussed the following topics: juveniles are interviewed with parents/guardians outside of the room; request to increase staffing by adding a full-time judge; request to provide costs for overtime paid for part-time judge to cover shifts vs. benefits/salary for new judge to justify the position; no jury trials have been held for the last 10 months, extending up until April 1st due to COVID-19; when jury trials resume, workload will increase as staff works to catch up; and request for a tour of the municipal court and CDC when safe to do so.

**F. Executive Session:**

Chairman Martinez announced the committee would go into executive session per Sections 551.071 and 551.074 of the Texas Government Code. The committee went into executive session at 2:12 p.m. and returned at 3:25 p.m.

3. [21-0193](#) **Executive Session pursuant to Texas Government Code § 551.071 and Texas Disciplinary Rules of Professional Conduct Rule 1.05 to consult with attorneys concerning legal issues related to Municipal Court and Texas Government Code § 551.074 (Personnel Matters) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of all Municipal Court Judges with possible discussion and action in open session.**

**This E-Session Item was discussed in executive session.**

Chairman Martinez said no action was required. He asked City Secretary Huerta to review the timeline for appointments and reappointments of municipal court judges. City Secretary Huerta presented the major milestones as follows: Human Resources would post two positions - full-time judge and part-time judge - for two weeks ending February 19th; incumbent judges wishing to apply for a new position would be required to submit an application; incumbent judges seeking reappointment to the same position would submit a letter of intent addressed to the Mayor and Council with an updated resume (optional) to the City Secretary's Office by February 19th; HR would screen and send qualified applications to the Judge Loeb by February 26th; Judge Loeb would review and make recommendations to committee on candidates to interview; interviews for incumbent judges seeking reappointment would be conducted the week of March 1st; interviews for candidates seeking new appointments would be conducted the week of March 8th; the committee would also make their recommendations for appointments at the conclusion of interviews the week of March 8th; the committee would

present their recommendations to the City Council in executive session and the Council would vote on the ordinance appointing the judges no later than the March 30th Council meeting.

**G. Action Items: (NONE)**

**H. Future Agenda Items**

Chairman Martinez called for future agenda items. Besides the items discussed in open session under Item 3, no other items were identified.

**I. Adjournment**

There being no further business, Chairman Martinez adjourned the meeting at 3:30 p.m.