

IN ACCORDANCE WITH TEXAS OCCUPATIONS CODE SEC. 1704.104, POSTING OF BOARD RULE OR ACTION. A board shall post a rule adopted or an action taken by the board in an appropriate place in the county courthouse for the 10 days preceding the date the rule or action takes effect; the following changes were approved at the regular monthly meeting of the Kaufman County Bail Bond Board held on Tuesday, August 12, 2025. These changes will take effect on September 1, 2025.



**KAUFMAN COUNTY BAIL BOND BOARD LOCAL RULES
CHANGES, AMENDMENTS AND/OR DELETIONS
August 12, 2025**

LOCAL RULES

SECTION 3 shall be amended by adding the following:

3.09 REQUIREMENT TO PROVIDE LIST OF COUNTIES

All applicants and license holders shall be required to provide to Bail Bond Board, on the form provided, a list of every other county license holder conducts business under Chapter 1704 of the Texas Occupations Code. All applicants and license holders shall update such list within 30 days of:

- A. engaging in such business in another county; or
- B. the complete termination of all such business in another county, including having no outstanding bonds or other obligations.

SECTION 7.03(D)(2) shall be amended by striking the subsection in its entirety and adding the following:

- 2. Repeated untimely reports after the warning within the (12) month period shall generally be addressed as follows:
 - a. 2nd late report - License Holder issued show cause to respond to inquiry from Board on failure to submit timely reports;

Handwritten initials "MT" and a vertical stamp that reads "AUG 12 2025 10:36 AM".

- b. 3rd late report - (15) day suspension, probated for (90) days;
- c. 4th late report - (45) day suspension;
- d. 5th late report - Disciplinary measure to be determined by Board.

SECTION 8 shall be amended by striking the Section in its entirety and adding the following:

SECTION 8 – COMPLAINTS AND ENFORCEMENT

8.01 FORM OF COMPLAINT

- A. Any member of the public and/or member of the bond community may submit a sworn written complaint to the Bail Bond Administrator on a form approved by the Board. All complaints requesting action must be sworn, except as provided herein.
- B. County staff may refer a written incident to the Bail Bond Administrator without a sworn complaint provided that the matter referred was observed in the course of the employee's work duties.
- C. Copies of all complaints received will be provided to Licensees and their Corporate Sureties (where applicable).

8.02 COMPLAINT COMMITTEE

- A. The Bail Bond Board may form a Complaint Committee for initial review of any complaints against license holders. The Complaint Committee shall be established and governed by the requirements of Section 2.04.
- B. The Complaint Committee shall not hold regular meetings and shall only hold meetings after a meeting is called and agenda posted by the Bail Bond Administrator. Such meetings may, but are not required to be, scheduled immediately before the regular meeting of the Bail Bond Board.
 - 1. The Bail Bond Administrator will forward all complaints to the Complaint Committee members for review.
 - 2. The Complaint Committee shall review complaints to determine whether the complaint alleges reasonable cause to believe that a violation of Chapter 1704 or of the Local Rules has occurred.
 - 3. If the Complaint Committee determines that reasonable cause of a violation exists, then the committee shall determine whether the complaint will be forwarded to the entire Bail Bond Board or if they can handle the complaint at the committee level.

4. The Complaint Committee has the authority to address any disciplinary issues at the committee level by either written warning to license holder, or with any other disciplinary action where Licensee has agreed to such discipline.
5. Any agreement for formal discipline shall be placed on the agenda of the next regular Bail Bond Board meeting to be ratified.
6. A majority vote of the Complaint Committee is required to determine if a complaint should be forwarded to the entire Bail Bond Board.
7. A complaint forwarded to the entire board will be placed on the agenda as a disciplinary hearing.
8. In the event there is no Complaint Committee, the Bail Bond Administrator shall bring any complaints before the entire Bail Bond Board, and the Board by majority vote shall decide whether to initiate a disciplinary hearing. The Board may also authorize the Attorney for the Board to attempt to reach an agreed resolution on the matter to be ratified by the Board.

8.03 DISCIPLINARY MEASURES

- A. Texas Occupations Code expressly provides that a bail bond board may enforce the requirements of Chapter 1704 and of the established local rules by:
 1. Suspension of License; or
 2. Revocation of License.
- B. Texas Occupations Code also provides for the bail bond board to have rulemaking authority, and consistent with such authority the Bail Bond Board adopts the following additional intermediate disciplinary measures:
- C. Reportable Letter of Reprimand – A formal reprimand of license holder, citing to specific rule(s) violated and containing a brief description of license holder’s conduct that violated the cited rule(s). Such letter shall be public information, be maintained in the records and minutes of the board, may be maintained in a publicly-accessible website for the board, and shall be sent to every other county license holder conducts business under Chapter 1704 of the Texas Occupations Code.
 1. Probated Suspension – A suspension of License for a specified period, with such suspension probated for a specified time. Time periods for both suspension and probation need not be for the same length of time, and either may be for a greater length of time than the other. License shall

remain in force during the period of the probated suspension, subject to any conditions placed upon such probation. License holder shall be permitted to waive the probation and instead serve the suspension should they prefer.

2. License holder has the right, prior to any hearings where discipline may be imposed, to object to any potential disciplinary measures other than those statutorily created, and in such case discipline shall be limited to either suspension or revocation.

8.04 DISCIPLINARY HEARING

- A. Notice of a hearing where any discipline may be imposed against a license holder shall comply with Texas Occupations Code § 1704.254.
- B. Notice shall be sent by certified mail to the last known address of license holder not later than the 11th day before the hearing;
 1. State the alleged violation of Texas Occupations Code, and local rule as appropriate; and
 2. Include a copy of any written complaint on which the complaint will be heard.
- C. The disciplinary hearing is limited to each alleged violation stated in the notice.
- D. During the hearing, the license holder:
 1. Is entitled to an opportunity to be heard; and
 2. May present and cross-examine witnesses.
- E. The Board shall also permit other persons with information relevant to the hearing to address the Board.
- F. Such hearing is not governed by the Rules of Evidence, but the Board may consider the admissibility under the Rules of Evidence, such as hearsay, when considering the weight and credibility of evidence presented.
- G. The hearing must be recorded, A license holder may obtain a copy of the record on request and payment of the reasonable costs of transcription.
- H. Such record shall be by audio/visual recording equipment available in the courtroom. A court report or stenographer shall not be present unless expressly requested, and all costs paid for in advance, by license holder.
- I. The Board shall only sustain a complaint against a license holder and impose any discipline upon a supermajority vote of the Board. For this purpose supermajority shall mean the majority of voting members establishing the quorum for the hearing, plus one additional member.

- J. In the event that the license holder subject to discipline is a member of the Bail Bond Board, their presence shall not be considered when determining whether the Board has Quorum, and such member shall not be permitted to vote in such disciplinary hearing.

8.05 AUTHORITY TO COMPEL LICENSE HOLDER TO ATTEND

- A. Pursuant to Texas Occupations Code § 1704.102, the Board has the authority to compel the appearance before the Board of an applicant or license holder.
- B. The Board has rulemaking authority, and authorizes any committee formed by this Board to compel the appearance before the Board of an applicant or license holder, under the authority granted the Board.
- C. The Board or the Complaint Committee formed by this Board may compel the attendance of an applicant or license holder to “show cause” regarding alleged violations of the Texas Occupations Code or these local rules. The Board or Complaint Committee may utilize such “show cause” hearings to investigate allegations and to determine whether the matter should proceed to a Disciplinary Hearing.

Signed this the 12th day of August, 2025.



Judge Bobby Rich, Chairman

I, the undersigned, County Clerk of Kaufman County, do hereby certify that the above notice of board rule or action of the Kaufman County Bail Bond Board is a true and correct copy of said notice, that I received said Notice, and it was posted on the bulletin board at the courthouse door of Kaufman County, Texas at a place readily accessible to the general public at all times on the 20th day of August, 2025 and said notice remained so posted continuously for at least 10 days following approval of said changes.

Laura Hughes, County Clerk

By: Laura Hughes

Deputy: [Signature]

