



CITY COUNCIL CONSIDERATION ITEM CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Consideration and possible action to approve a resolution for the Fair Oaks Ranch Municipal Court to adopt a Confidentiality Policy & Agreement

DATE: April 4, 2024

DEPARTMENT: Municipal Court

PRESENTED BY: Ricardo Bautista, Court Administrator

INTRODUCTION/BACKGROUND:

Due to an amendment to the Texas Rule of Judicial Administration 7, approved by the Supreme Court of Texas on August 25, 2023, in Misc. Dkt. No. 23-9068 (**Exhibit A**). The Fair Oaks Ranch Municipal Court must adopt a confidentiality policy (**Exhibit B**), as required by Rule of Judicial Administration 7.1, by May 1, 2024.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

The Municipal Court must adopt, implement, and train current court staff members about the confidentiality policy and agreement by May 1, 2024. This policy will instruct and define to the court staff rules and regulations regarding confidential information.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The policy will not affect the City of Fair Oaks Ranch financially or budgetary.

LEGAL ANALYSIS:

Approved as to Form by City Attorney.

RECOMMENDATION/PROPOSED MOTION:

I move to approve a resolution adopting a Confidentiality Policy and Agreement for the Fair Oaks Ranch Municipal Court.