

BURNET COUNTY ELECTIONS COMMISSION
SPECIAL SESSION MEETING DATE: Thursday SEPTEMBER 4, 2025
MEETING TIME: 9:00 a.m.
MEETING PLACE: 1st Floor Courtroom located at 220 S. Pierce, Burnet, Texas

Bryan Wilson, Burnet County Judge, present
Vicinta Stafford, Burnet County Clerk, present
DeAnne Fisher, Burnet County Tax Assessor Collector, present
Tammy Hullum, Burnet County Republican Party Chair, present
Guy Stuart, Burnet County Democratic Party Chair, present

1) Call to Order and Establish Quorum

Bryan Wilson, Burnet County Judge, called the meeting to order at 9:00am. Quorum established as all members present.

2) Invocation and Pledge of Allegiance to the Flags

Invocation led by Bryan Wilson, Burnet County Judge, pledges said.

3) Discuss, consider, and take appropriate action regarding the upcoming retirement of the current Elections Administrator and the selection of a successor, including:

- a. Succession planning**
- b. Discussion of job requirements and minimum qualifications**
- c. Posting Election Administrator position**
- d. Screening and interview process**

Multiple members of the Commission and the public spoke.

3a. Guy Stuart, Burnet County Democratic Party Chair, made a motion to approve the succession plan, Vicinta Stafford, Burnet County Clerk, seconded the motion, motion passed unanimously. Succession Plan: The Commission will post the job opening immediately and leave posted until filled. Commissioners Court will vote to add funds to the FY26 Budget to cover 2 months salary of an additional position to cover training the replacement Elections Administrator. The replacement EA will take over official position on January 1, 2026.

3b. Tammy Hullum, Burnet County Republican Party Chair, made a motion to make necessary changes to the job description, Guy Stuart, Burnet County Democratic Party Chair, seconded the motion, motion passed unanimously.

3c. Vicinta Stafford, Burnet County Clerk, made a motion to post the job opening and leave posted until filled, DeAnne Fisher, Burnet County Tax Assessor Collector, seconded the motion, motion passed unanimously.

3d-a. Vicinta Stafford, Burnet County Clerk, made a motion to approve the screening process, Tammy Hullum, Burnet County Republican Party Chair, seconded the motion; motion passed unanimously. Screening Process: The Commission will allow Shirley Bullard, Human Resources Director, to screen through applicants who meet the minimum requirements and qualifications. The Commission will also be able to screen all applications during an executive session prior to the interview meeting and schedule any additional interviews at a later date.

3d-b. Vicinta Stafford, Burnet County Clerk, made a motion to approve the interview process, Guy Stuart, Burnet County Democratic Party Chair, seconded the motion, motion passed unanimously. Interview Process: The Commission will schedule a meeting for interviews. They will go into executive session to approve the suggested interview questions. The interviews will be conducted in the open meeting room at the conclusion of executive session. The Commission will go into a second executive session to determine second round interview candidates, or possibly make a decision if second interviews are not needed. Interview questions will be submitted by all Commission members, which will include questions from the public that are submitted to party chairs.

4. Closed Session: Pursuant to Section 551.074, Texas Government Code - To discuss and deliberate about officers and employees of the government body relating to the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, to wit: Elections Administrator.

No action.

5. Reconvene in Open Session.

No action.

6. Discuss, consider, and take appropriate action regarding requesting commissioners court to allow the current Elections Administrator to become an assistant for a period of up to 60 days.

No action.

7. Adjournment

Vicinta Stafford, Burnet County Clerk, made a motion to adjourn the meeting at 10:38 am, DeAnne Fisher, Burnet County Tax Assessor Collector, seconded the motion, motion passed unanimously.

Submitted by:



DeAnne Fisher,
Burnet County Tax Assessor Collector