

Burnet County Chapter 54 Magistrate Advisory Board Charter

I. Purpose

The Burnet County Chapter 54 Magistrate Advisory Board ("Board") is established to provide professional guidance and recommendations to the Burnet County Commissioners Court regarding matters relating to the appointment, administration and oversight of the Burnet County Chapter 54 Magistrate position. The Board serves in an advisory capacity only. Final authority for actions requiring approval by law remains with the Burnet County Commissioners Court or other authority as prescribed by the Texas Government Code and applicable law.

II. Membership

The Board shall consist of the following permanent members:

- Burnet County Judge, serving as Chair
- Judge of the 33rd Judicial District Court
- Judge of the 424th Judicial District Court
- Judge of the Burnet County Court at Law
- Burnet County Sheriff

The County Judge shall preside over all meetings. In the County Judge's absence, the members may designate a temporary chair for that meeting.

III. Mission

The mission of the Board is to promote the effective administration of justice through oversight and strategic guidance regarding the Chapter 54 Magistrate position while ensuring that the magistrate program operates efficiently, professionally, and in accordance with applicable law and the needs of Burnet County.

IV. Duties and Responsibilities

The Board shall review, evaluate, and make recommendations to the Commissioners Court regarding:

A. Magistrate Selection

- Recruitment and selection of qualified candidates.
- Interview and evaluation of applicants.
- Recommendation of appointments for consideration by the Commissioners Court.
- Qualifications, experience, judicial temperament, and professional competence of candidates.

B. Performance Evaluation

- Annual or periodic performance evaluations.
- Compliance with applicable laws, court orders, and county policies.
- Effectiveness, efficiency, professionalism, and impartiality in performing magistrate duties.
- Responsiveness to the operational needs of the courts, law enforcement, and the public.

C. Compensation

- Salary recommendations.
- Budget requests relating to the magistrate position.
- Recommendations regarding compensation based upon workload, comparable jurisdictions, and available county resources.

D. Employment Actions

- Recommendations regarding reappointment.
- Recommendations regarding disciplinary action when appropriate.
- Recommendations concerning suspension or termination consistent with applicable law.
- Succession planning and interim appointment recommendations when vacancies occur.

V. Meetings

The Board shall meet as necessary at the call of the Chair or upon request of a majority of the members.

VI. Recommendations

Recommendations of the Board shall be made by majority vote of the members present.

Recommendations shall be forwarded to the Burnet County Commissioners Court for consideration. The Board's recommendations are advisory and are not binding upon the Commissioners Court.

VII. Ethical Standards

Board members shall:

- Act in the best interests of Burnet County and the administration of justice.
- Avoid conflicts of interest.
- Maintain confidentiality regarding personnel matters and privileged legal information to the extent permitted by law.
- Conduct evaluations and recommendations objectively, fairly, and without political influence.

VIII. Scope of Authority

The Board does not supervise the independent judicial decisions of the Chapter 54 Magistrate.

Nothing in this Charter authorizes the Board to direct or influence the magistrate's judicial rulings or discretion in individual cases. Oversight shall be limited to recommendations for the appointed Senior Magistrate position.

IX. Amendment

This Charter may be amended by the Burnet County Commissioners Court as necessary to comply with changes in law.

X. Effective Date

This Charter shall become effective upon adoption by the Burnet County Commissioners Court.