

Orders of Elections Commission
Bexar County, Texas

Tuesday, January 28, 2025

Election Commission met at 10:41 A.M.

After proper posting of a public notice, the County Election Commission of Bexar County, Texas met in the Public Works Board Room on the First Floor of the Bexar County Public Works Building, 1948 Probandt Street, San Antonio, Texas 78214.

Judge Sakai explained the purpose of the meeting today for initial interviews with candidates for the position of Elections Administrator. Noted we were not making a decision today as to the selection or appointments of an Election Administrator. We were just taking another important step in the process.

Two applicants are here to interview. Alerted the Commission and now the Public because of timing, we are going with approval of minutes and then we will go into Executive Session. We are anticipating about an hour per applicant; we will break for lunch and wrap up about 1:30pm. After the Commission comes out of Executive session, we will go to Item III Public Comments, then to Item IV Update from Robert Half.

Judge Sakai wanted to enter into record a letter memorializing Jacque Callanen's commitment of staying on in this position through the end of February. Note a correction to his letter dated January 28, 2025, to Mrs. Callanen. This is a correction that her retirement date was January 24, 2025. She graciously agreed to work through the end of February 2025. Judge Sakai acknowledged Mrs. Callanen was present. For record, Jacque Callanen received a copy of the letter from Judge Sakai to Jacque with the correction. He asked that it be made part of the record and handed the letter to the clerk for filing with the election commission minutes.

Present at roll call:

County Judge Peter Sakai, Chair;
County Clerk Lucy Adame-Clark, Vice-Chair;
Tax Assessor-Collector Albert Uresti, Secretary;
Kris Coons, Bexar County Election Commission Member;
Michelle LoweSolis, Bexar County Election Commission Member.

When the following proceedings were had to-wit:

Item - 1
January 28, 2025
Election Commission

Commission Chair Peter Sakai called the meeting to order, established a quorum, and identified others in the room.

At this time, it was brought to the Commissions attention that Judge Sakai alerted the public that we have interviews. Judge Sakai asked if there was unanimous consent to go into Executive Session or not.

Commission Secretary, Albert Uresti recommended, with the Judges' blessing, to allow the public speakers who have signed up go first.

A motion to allow the public speakers to go first by Michelle LoweSolis, Commission Member, duly seconded by County Clerk, Lucy Adame-Clark, Commission Vice-Chair. Motion was voted as follows: Commission Members Coons, Uresti, Adame-Clark, LoweSolis and Judge Sakai voting "Aye." Motion carries.

Item – 2
January 28, 2025
Election Commission

Approval of meeting minutes for Tuesday, January 28, 2025, meeting

A motion to approve the minutes for Tuesday, January 28, 2025, meeting by County Clerk, Lucy Adame-Clark, Commission Vice-Chair, duly seconded by Kris Coons, Commission Member, which motion was voted on as follows: Commission Members Coons, Uresti, Adame-Clark, LoweSolis and Judge Sakai voting “Aye.” Motion carries.

Item – 3
January 28, 2025
Election Commission

Public Comment (3 mins), including citizens who signed the registration/sign-in form to speak:

Susan Korbel, Precinct 3067
Roman Pena, Precinct 1051
Taylor Trevino, Texas Civil Rights Project
Michael Valdez
Eugene Marck

Record stays open, you are free to send your public comments in writing to Jerri Respondek.

Judge Sakai asks for permission, with the unanimous consent of the Commission, that the following people be present in the Executive Session for the purpose of giving Commission assistance:

Noah Barshop, staff of Judge Sakai
Larry Roberson, Chief of the civil section of the District Attorney’s office—for legal advice or consultation.
Stephane Casiano, HR, to give guidance in to interview process
Priscila Hernandez, Chief of staff County Clerk’s office
Jerri Respondek

Item – 5
January 28, 2025
Election Commission

Election Commission met in Executive Session at this time Pursuant to Chapter 551, Texas Government code and the following items were discussed:

551.074-
Personnel Matters

Regarding interview of potential candidates for the position of Elections Administrator

11:11 A.M.

The Election Commission returned to Open Session and no action was taken.

Decision was not made today, there will be an additional meeting on February 10th or 12th, 2025.

2:06 P.M.

Item – 4
January 28, 2025
Election Commission

Update from Robert Half Executive Search and overview of the Elections Administrator search process

Robert Half was not available.

Item – 6
January 28, 2025
Election Commission

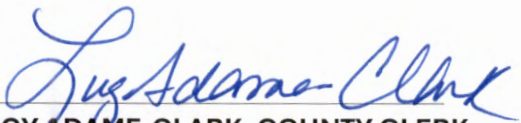
A motion for adjournment was presented by Commission Secretary Albert Uresti, duly seconded by Commission Vice-Chair Lucy Adame-Clark, which motion was voted on as follows: Commission Members Coons, Uresti, Adame-Clark, LoweSolis and Judge Saki voting “Aye.” It is ordered by the Commission that the Elections Commission Meeting of Bexar County, Texas be, and hereby stands, adjourned.

2:10 P.M.



PETER SAKAI, COUNTY JUDGE
BEXAR COUNTY, TEXAS

ATTEST:



LUCY ADAME-CLARK, COUNTY CLERK
BEXAR COUNTY, TEXAS

Paul Elizondo Tower
101 W. Nueva Street, Ste. 1019
San Antonio, Texas 78205



Telephone: (210) 335-1326
Facsimile: (210) 335-3390
CountyJudge@bexar.org

PETER SAKAI
BEXAR COUNTY JUDGE

January 24, 2025

Dear Ms. Callanen,

Thank you for meeting with me on January 15th. This letter memorializes our conversation regarding your continued employment with Bexar County.

Pursuant to this letter I am acknowledging your continued service past the initial January 24th, 2025, resignation date submitted, and extending to the end of February 2025. Our office will inform the Election Commission members of the extension.

We are committed to providing you with all the support necessary to ensure success in your continued work. We appreciate your assistance in helping us ensure a smooth transition to our next Elections Administrator.

Sincerely,

A handwritten signature in blue ink, appearing to read "Peter Sakai".

Peter Sakai

Bexar County Judge