JACK COUNTY, TEXAS

COMMISSIONERS' COURT RESOLUTION

ESTABLISHING A PUBLIC INFORMATION OFFICER

WHEREAS, the Texas Public Information Act ("TPIA"), codified at Texas Government Code Chapter 552, declares that public information is presumed to be open and requires governmental bodies to provide prompt access to public information in accordance with law; and

WHEREAS, Texas Government Code §§ 552.201–552.205 establishes the statutory framework for the **Officer for Public Information,** and Texas Government Code § 552.203 authorizes a governmental body to designate one or more officers to carry out the duties imposed by Chapter 552; and

WHEREAS, the Jack County Commissioners Court is the governing body of Jack County and is responsible for establishing policies and procedures to ensure lawful, consistent, and efficient compliance with state law; and

WHEREAS, Texas Attorney General authority recognizes that a governmental body may centralize the intake, coordination, and response to public information requests through a designated officer to ensure compliance with statutory deadlines and to prevent unauthorized disclosure or waiver of statutory exceptions; and

WHEREAS, the Commissioners Court finds that establishing a single, designated Public Information Officer will promote uniformity, accountability, and legal compliance in responding to public information requests received by Jack County;

NOW, THEREFORE, BE IT RESOLVED

by the Commissioners Court of Jack County, Texas, that:

1. Establishment of Public Information Officer

There is hereby established the position of **Public Information Officer ("PIO") for Jack County, Texas.**

2. Designation

The Commissioners Court hereby designates: Macaul Johnson, *County Court Coordinator,* to serve as the **Public Information Officer for Jack County**, effective immediately.

3. Purpose and Function

The Public Information Officer shall serve as the central coordinating official for compliance with the Texas Public Information Act and shall act on behalf of Jack County to ensure lawful, timely, and consistent handling of public information requests.

4. Authority

The Public Information Officer is authorized to:

- Receive and log public information requests;
- Calculate and control statutory deadlines under Chapter 552;
- Coordinate the collection of responsive records from County offices and departments;
- Work with County legal counsel to evaluate confidentiality and applicable exceptions;
- Request rulings from the Office of the Attorney General when required; and
- Issue official responses to requestors on behalf of Jack County.

5. Centralized Processing

All public information requests received by any Jack County elected official, employee, department, office, agent, or contractor shall be forwarded promptly to the Public Information Officer in accordance with County policy.

6. No Alteration of Statutory Status

This Resolution governs the **internal administration and coordination** of public information requests and does not alter the statutory designation of elected officials as officers for public information under Texas Government Code § 552.201, but establishes the County's centralized process for fulfilling those duties.

7. Delegation

The Public Information Officer may assign trained staff to assist with ministerial or administrative tasks; however, overall responsibility and authority shall remain with the designated Public Information Officer.

8. Effective Date

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED

by the Commissioners Court of Jack County, Texas, on the 9th day of February 2026.

APPROVED:

Brian Keith Umphress
County Judge

Gary Oliver
Commissioner, Precinct 1

Amy Salazar
Commissioner, Precinct 2

Henry Birdwell Jr.
Commissioner, Precinct 3

Terry Ward
Commissioner, Precinct 4

ATTEST:

Vanessa James
County Clerk, Jack County, Texas

FILED FOR RECORD

_____ O'CLOCK _____ M

FEB 23 2026

VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS

BY_____ DEPUTY