

CAUSE NO. \_\_\_\_\_

ADMINISTRATIVE ORDER	§	IN THE COUNTY COURT
	§	
LOCAL ORDERS FOR ATTORNEY	§	
AND GUARDIAN AD LITEM LISTS	§	AT LAW NUMBER SIX (6)
FOR PROBATE AND GUARDIANSHIP	§	
CASES AND FOR COMPLIANCE WITH	§	
TEX. GOVT. CODE § 37.01	§	FORT BEND COUNTY, TEXAS

**STANDING ADMINISTRATIVE ORDER ON FORT BEND COUNTY COURT AT  
LAW NO. 6 ATTORNEY AND GUARDIAN AD LITEM APPOINTMENT LISTS**

On this day, Fort Bend County Court at Law No. 6 (the "Court") considered in chambers the Court's policy and procedures to administer the Attorney and Guardian Ad Litem Appointee Lists for both probate and guardianship cases in accordance with Texas Government Code § 37.004. The Court recently studied the issues surrounding the appointment of attorney ad litem and determined additional changes were needed to ensure the appointment of qualified attorney and guardian ad litem. Therefore, the Court finds that the following changes are required for attorney ad litem and guardian ad litem appointments, to ensure an efficient way to comply with Texas Government Code § 37.004.

It is THEREFORE ORDERED and DECREED that:

I. There will be two Attorney/Guardian Ad Litem Appointment Lists:

Ad Litem List 1: Attorneys who have requested to be appointed to probate cases and are qualified in accordance with this Order.

Ad Litem List 2: Attorneys who have requested to be appointed to guardianship cases and are qualified in accordance with this Order.

II. Each year, the Court will update and post a copy of the current Attorney/Guardian Ad Litem Lists (the "Lists") on the Fort Bend County Public Notice Bulletin located at the entrance of the Fort Bend County Justice Center. The Lists will also be posted on the Court's website. The Lists shall contain the names of all attorneys in alphabetical order (the order in which attorneys are appointed may differ), who have met all local requirements and complied with all criteria set forth in this Order.

III. To be considered for placement on the Lists, an attorney must email items a. – d. hereafter listed to the Court's Probate Auditor and complete items e. for placement on the Lists:

- a. A letter addressed to the Court on the attorney's letterhead, requesting placement on the Lists;
- b. A current State Bar of Texas Certified Attorney Ad Litem Certificate obtained by completion of the Texas Estates Code § 1054.201 mandated four hours of guardianship training to be appointed as an Attorney ad litem or Guardian Ad Litem in Guardianship cases;
- c. A resume or curriculum vitae;
- d. A completed Fort Bend County Court at Law No. 6 Application and Attorney Profile Form;
- e. Must have attended 15 hours of Probate and Guardianship CLE within the past two fiscal years as listed on the Application and Attorney Profile form or other relevant experience as approved by the court.
- f. After items a - d have been submitted to the Court, the Court's Probate Auditor will review the submitted information.

IV. After making a discretionary decision based on the requirements of each case and in accordance with Texas Government Code:

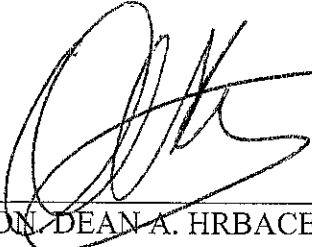
- a. The Court may appoint a person included on the applicable list whose name does not appear first on the list, or a person who meets statutory or other requirements to serve and who is not included on the list, if the appointment of that person as attorney ad litem, guardian ad litem, or guardian is agreed on by the parties and approved by the Court.
- b. On finding good cause, the Court may appoint a person included on the applicable list whose name does not appear first on the list, or a person who meets statutory or other requirements to serve on the case and who is not included on the list, if the appointment of that person as attorney ad litem, guardian ad litem, mediator or guardian is required on a complex matter because the person:
  - (1) possesses relevant specialized education, training, certification, skill, language proficiency, or knowledge of the subject matter of the case;
  - (2) has relevant prior involvement with the parties or case; or
  - (3) is in a relevant geographic location.
- c. The Court may appoint a person included on the applicable list whose name does not appear first on the list or a person who meets statutory or other requirements to serve and who is not included on the list if, within 30 days preceding the date of appointment, an initial declaration of a state of disaster is made for the area served

by the court.

- d. A person who is not appointed in the order in which the person's name appears on the applicable list shall remain next in order on the list.
  - e. After a person has been appointed as an attorney ad litem, guardian ad litem, or a guardian from the applicable list, the court shall place that person's name at the end of the list.
  - f. In this section, "declaration of a state of disaster means a declaration made by:
    - (1) The President of the United States under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. Section 5121 et seq.);
    - (2) The governor under section 418.014; or
    - (3) The presiding officer of the governing body of a political subdivision under Section 418.108.
- V. An attorney shall provide the Court an updated State Bar of Texas Certified Attorney Ad Litem Certificate when the prior certificate expires. If the attorney fails to provide an updated certificate prior to the expiration date, the attorney shall be removed from the Lists and be required to again perform all the steps listed in Section III. of this Order.
- VI. The Court finds that this Order should be implemented to serve the citizens of Fort Bend County, and to efficiently and effectively administer the cases filed in Fort Bend County Court at Law No. 6, according to the law.

IT IS THEREFORE ORDERED that the above Standing Administrative Order of Fort Bend County Court at Law No. 6 Attorney and Guardian Ad Litem Appointment Lists shall be carried out and implemented by Fort Bend County Court at Law No. 6 and the attorneys serving on the Ad Litem Lists according to the law.

Signed on this the 10<sup>TH</sup> day of January 2024

  
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HON. DEAN A. HRBACEK  
PRESIDING JUDGE  
COUNTY COURT AT LAW NO. 6  
FORT BEND COUNTY, TEXAS