

Texas Migrant Council, Inc.
BOARD OF DIRECTORS
NOVEMBER MEETING MINUTES

LOCATION: TMC Headquarter Office
and VPN with
Donna and Crystal City Regional Offices

DATE: November 11, 2006

ROLL CALL:

| MEMBER | PRESENT/ABSENT |
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| Ms. Sandra Martinez, Chairman | Present |
| Mr. Louis Daniel Liskai, Vice-Chairman | Absent |
| Mr. Leonel Lopez, Treasurer | Present |
| Ms. Graciela Camargo, Secretary | Present |
| Ms. Maribel Garcia, Sgt. At Arms | Present |
| Mr. Juan Jose Balli, Charter Member | Present |
| Mr. Vidal Cantu, Jr., Charter Member | Present |
| Mr. Blas Castaneda, Member | Present |
| Mr. Francisco Flores, Member | Present |
| Mr. Miguel Lopez, Member | Present |
| Dr. Hilda Medrano, Member | Present |
| Ms. Blanca Munoz, Member | Present |
| Ms. Diana Palacios, Member | Present |
| Judge Juan Velasquez, Member | Absent |
| Ms. Norma Gutierrez, PC President | Absent |

Gallery Present

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| Ms. Mary G. Capello | Chief Executive Officer |
| Ms. Rosa E. Herrera | Administrative Assistant to the CEO and the BOD |
| Mr. Victor Yado | Interim Human Resource Director |
| Mr. Rodney Rodriguez | Corporate Compliance Officer |
| Ms. Sandra Morales | TEEM Coordinator |
| Ms. Isabel Flores | Visitor |
| Mr. Javier Rodriguez | Network Department Manager |
| Mr. Nestor Atkinson | IT Director |
| Mr. Milo Martinez | Visitor / Martinez, Rosario & Co. |
| Mr. Jerald Sparenberg | Chief Financial Officer |
| Ms. Minerva Mendoza | Secretary |
| Ms. Ana Arriaga | Operator/Secretary |

Agenda: (y) (n)

Materials provided/distributed: (y) (n)

Minute Taker: Rosa E. Herrera, Administrative Assistant to the CEO and the BOD

BOD Approved on:
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| Item/Subject | Discussion Referenced materials, copies, etc. | Action/ Motions |
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| I. Meeting Called to Order | Ms. Sandra Martinez, Board Chair, called meeting to order at 9:15 a.m. | <i>Called to Order</i> |
| II. Roll Call | Ms. Graciela Camargo, Board Secretary, called roll. Eleven (11) out of Fifteen (15) board members were present. Quorum was established. | <i>Quorum Established</i> |
| III. Action Items | <p>A. Approval of Consent Agenda Items <i>(previously emailed)</i> Ms. Maribel Garcia, Board Member, moved to approve the consent agenda items as presented to the members of the board. The consent agenda items included the Minutes of the July 9, 2006, September 9, 2006, and the September 13, 2006 Board Meetings as well as Monthly Reports on Contracts, Texas Early Education Model, Migrant Seasonal Head Start Program and the Workforce/CCMS Management Programs.</p> <ul style="list-style-type: none"> ○ Ms. Grace Camargo, Board Member, seconded. ○ Approved Unanimously. ○ No Discussion. <p>B. Approval of the Organizational Chart - Mr. Leonel Lopez, Board Treasurer, moved to approve the Corporate Organizational Chart to reflect that the Human Resources (HR) Managers to report to the Director, the Staff Development Director will now report to the Human Resources Director, and the Communications Manager will now report to the Chief Executive Officer.</p> <ul style="list-style-type: none"> ○ Mr. Francisco Flores, Board Member, seconded. ○ Approved Unanimously. ○ No Discussion. <p>C. Discussion of Future Building Dedications Ms. Diana Palacios, Board Member, moved to table this item for the January 2007 Board Meeting.</p> <ul style="list-style-type: none"> ○ Ms. Grace Camargo, Board Secretary, seconded. ○ Approved Unanimously. ○ Discussion. <p>Ms. Blanca Muñoz stated that the naming of TMC buildings should be reserved for TMC's founding fathers only. Ms. Muñoz stated also said that TMC needed to stay away from politics. Ms. Capello stated that TMC had always adopted a bi-partisan stand and that buildings were named purely after people who had helped TMC. Ms. Capello described examples of supporters who helped us whenever we were in need of something or help with the Feds we could always count on them to call the Feds and expedite the information that was needed.</p> | <p><i>Handouts Approved</i></p> <p><i>Oral Report Approved</i></p> |

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| | <p>D. Review and Approval of Employee Insurance Benefits Renewals.</p> <p>Mr. Leonel Lopez, Board Treasurer, moved to approve the following Employee Insurance Benefits Renewals: the Medical Insurance was awarded to Humana since the Humana plan proposed the best benefits with no increase in total cost; under Humana the employee contributions will be kept as they are and there will be no increase to the subsidy by TMC. Humana will provide a slight improvement in the employee out of pocket for generic prescriptions. The dental insurance was also awarded to Humana since the cost are less than our current plan and Humana will guarantee no more than a 13% rate increase on the health insurance side if we go with the dental coverage, also. The board approved Reliance Standard to provide group life and group long-term disability for our employees since it is the same price as the one available now but adds a three-month survivor benefits and a five year 3% COLA increase for anybody on disability insurance.</p> <ul style="list-style-type: none"> o Mr. Miguel Lopez, Board Member, seconded. o Approved Unanimously. o No Discussion. | |
| <p>IV. Board of Directors Committee Reports</p> | <p>A. Executive/Planning/Quality Assurance No report; no meeting held.</p> <p>B. Fiscal/Insurance/Risk Management Mr. Leonel Lopez, Fiscal/Insurance/Risk Management Committee Chair reported that a meeting had taken place on Friday, November 10, 2006, and that Mr. Jerald Sparenberg and Ms. Mary Capello had gone through the Employee Insurance Benefits Renewals, as presented to the Board.</p> <p>C. Education/Programs No report; no meeting held.</p> <p>D. Legislative/By-Laws/Board Development/Personnel No report; no meeting held.</p> <p>E. Special Advisory Board No report; no meeting held.</p> | |
| <p>V. BOD Chair's Monthly Report</p> | <p>Ms. Sandra Martinez, Board Chair, did not have a report.</p> | |
| <p>VI. PC President - Board Liaison Monthly Report</p> | <p>Ms. Norma Gutierrez did not attend the Board Meeting and did not give a report since there was a Policy Council Meeting going on at the same time.</p> | <p><i>Handouts</i></p> |
| <p>VII. CEO's Monthly Report</p> | <p>A. Review of CEO Monthly Report Ms. Mary Capello, CEO, orally reviewed the CEO Monthly report previously emailed to the members of the board, highlighting the</p> | <p><i>Handout</i></p> |

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| | <p>following items: The Federal Head Start Bureau will be at the Corporate Office, as well as, the Lubbock Center from December 10 - 15, 2006. She explained the ACF Memo that states that Board Approval is needed for Refunding Proposals and Quality Improvement Plans (QIP) when turning in applications to the Head Start Bureau. Two FAA letter's were also received, one for on-going supplemental funding in the amount of \$388,452 for Head Start services to 120 additional children, and the other for one-time MSHS Program Improvement Supplemental Funding in the amount of \$339,405. Ms. Capello also reported that she had gotten the Award Notice for Continuation of Golden Crescent Workforce Development Area. Ms. Capello explained that CASA (Court Appointed Special Advocates) of Texas had requested to have TMC sponsor a Laredo Chapter. Lastly, Ms. Capello informed the Board that a preliminary draft of the TMC Strategic Plan (2007 - 2012) was done and that in January a mandatory meeting will be held to review and approve the final document.</p> <p>B. Financial Monthly Report and/or Issues</p> <ul style="list-style-type: none"> a. <i>September Financial Report.</i> b. <i>MSHS Financial Statement</i> c. <i>01/31/06 Audited Financial Statements and</i> d. <i>MSHS 01/31/07 Budget Status</i> <p>Mr. Jerald Sparenberg, CFO, orally reviewed the September Financial Report, the MSHS Financial Statement, the 1/31/06 Audited Financial Statements and the MSHS 01/31/07 Budget Status with the members of the board. No questions were asked, and no action was needed.</p> <p>C. Human Resources/Risk Management Monthly Report and/or Issues</p> <ul style="list-style-type: none"> a. <i>Human Resources Monthly Report.</i> b. <i>Risk Management Monthly Report.</i> | <p><i>Handouts</i></p> <p><i>Handouts</i></p> |
| VIII. Executive Session | <p>-----, Board Member, moved to adjourn from Executive Session at 12:35 p.m.</p> <ul style="list-style-type: none"> o -----, Board Member, seconded. o Approved Unanimously. o No Discussion. | |
| IX. Sound off Session | <p>Members of the Board had no item for Sound of Session.</p> | |
| X. Adjourn | <p>-----, Board Member, moved to adjourn the November 11, 2006, Board Meeting.</p> <ul style="list-style-type: none"> o -----, Board Member, seconded. o Approved Unanimously. o No Discussion. <p>Meeting Adjourns at 11:30 p.m.</p> | <p><i>Adjourned</i></p> |

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| | <p><i>* A recording of the monthly board meeting is available upon request, from Ms. Rosa E. Herrera, Administrative Assistant to the CEO and the BOD.</i></p> | |
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APPROVED BY: _____
BOD Chairman

WITNESSED BY: _____
BOD Secretary