

Texas Migrant Council, Inc.
BOARD OF DIRECTORS
SPECIAL CALLED MEETING MINUTES

LOCATION: *Conference Call*

DATE: *September 9, 2006*

ROLL CALL:

MEMBER	PRESENT/ABSENT
Ms. Sandra Martinez, Board Chair	Absent
Mr. Louis Dan Liskai, Board Vice-Chair	Absent
Mr. Leonel Lopez, Treasurer	Absent
Ms. Grace Camargo, Secretary	Present
Ms. Maribel Garcia, SGT. At Arms	Absent
Mr. Juan Jose Balli	Present
Mr. Vidal Cantu, Jr.	Present
Mr. Blas Castaneda	Present
Judge Juan Velasquez	Present
Mr. Francisco Flores	Absent
Mr. Miguel Lopez	Present
Mr. Hilda Medrano/PPC Liaison	Present
Ms. Blanca Munoz	Present
Ms. Diana Palacios	Absent
Ms. Norma Gutierrez, PPC President	Absent

Agenda: (y) (n)

Materials provided/distributed: (y) (n)

Minute Taker:

Item/Subject	Discussion Referenced materials, copies, etc.	Action/ Motions
I. Meeting Called to Order	Ms. Sandra Martinez, board chair, called the meeting to order at 9:08 a.m. Central Time	<i>Called to Order</i>
II. Roll Call	Ms. Grace Camargo, board secretary, called roll. Ten (10) 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 (Previously e-mailed) Dr. Hilda Medrano, board member, moved to approve the Minutes for the June 24, 2006 and July 27, 2006 Board of Directors Minutes previously e-mailed.</p> <ul style="list-style-type: none"> o Vidal Cantu, board member, seconded. o Approved Unanimously. o No Discussion 	<i>Handout Approved</i>
	<p>B. Discussion/Recommendation/Approval of the Alcohol and Drug Free Workplace Policy Revision Vidal Cantu, board member, moved to approve the Alcohol and Drug Free Workplace Policy with the recommended changes made by Mr. Leonel Lopez.</p> <ul style="list-style-type: none"> o Norma Gutierrez, board member, seconded. o Approved Unanimously. o No Discussion 	<i>Handout Approved</i>
	<p>C. Approval of the Toddler/Preschool and Infant Menu py 06 - 07 Vidal Cantu, board member, moved to approve the Infant and Toddler/Preschool Menu PY 06-07</p> <ul style="list-style-type: none"> o Blanca Munoz, board member, seconded. o Approved Unanimously. o No Discussion 	<i>Handout Approved</i>
	<p>D. Approval of the Organizational Chart Diana Palacios, board member, moved to approve the organizational chart to change the Budget Director to be under the Chief Financial Officer.</p> <ul style="list-style-type: none"> o Juan Jose Balli, board member, seconded. o Approved Unanimously. o No Discussion 	<i>Handout Approved</i>
IV.	<p>Board of Directors Committee Reports</p> <ul style="list-style-type: none"> A. Executive /Planning/Quality Assurance <ul style="list-style-type: none"> ▪ No meeting, no report submitted B. Fiscal /Insurance / Risk Management <ul style="list-style-type: none"> ▪ No meeting, no report submitted C. Education /Programs <ul style="list-style-type: none"> ▪ No meeting, no report submitted D. Legislative / By-Laws/ Board Development /Personnel <ul style="list-style-type: none"> ▪ No meeting, no report submitted E. Special Advisory Board <ul style="list-style-type: none"> ▪ No meeting, no report submitted 	
V.	<p>Board Chairs Monthly Report</p> <ul style="list-style-type: none"> ▪ No meeting, no report submitted 	
VI.	<p>Policy Council President/Board Liaison Monthly Report</p>	

VII.

Chief Executive Officer's Report

A. Review of the CEO Report

Ms. Mary Capello reported that Ms. Diana Palacios, Board Member, nominated Ms. Norma Hernandez, the Mayor of Crystal City, to the Special Advisory Board. She also reported that she had received numerous letters from Ohio Parents congratulating us on the nomination of Ms. Cynthia Garcia to become the next MSHS Director. Ms. Capello also announced that Mr. Victor Yado is now the Human Resource Interim Director. Also, Ms. Mary Capello reported that the Senior Management Team has been interviewing for the Chief Operating Officer position and provide a full report at the next Board meeting in November. Ms. Capello recommended to table the vote on the number of Board members representing each state; however, cautioned the Board on being in compliance with Head Start performance standards on the upcoming Federal Review. Ms. Capello also advised the Board on the Federal Review Re-Visit. Ms. Capello recognized the Senior Management Team and introduced Mr. Rodney Rodriguez, Corporate Compliance Officer, to give a brief report of Compliance Department Activities. Board requested additional information on TEEM for next meeting.

B. Financial Report and/or other Issues

Mr. Jerald Sparenberg, Chief Financial Officer, reviewed the June, July and August Financial Reports and the MSHS Financial Statements.

C. Human Resources /Risk Management Report and/or Issues

Ms. Capello introduced Mr. Victor Yado, HR Interim Director, who reported the status of the current audit of the Human Resources Department. Mr. Yado stated that he was working in collaboration with Mr. Rodney Rodriguez, Corporate Compliance Officer and reported on the status of the Chief Operating Officer. Also, Mr. Yado stated that he would be working on the policies and procedures that were left pending by previous Human Resource Director. Also, Mr. Yado reported that he would be working on the wage comparability scale and would report back to Ms. Capello as soon as it was available. The Board requested that Mr. Victor Yado work on an appraisal form to conduct an effective evaluation for the CEO. Ms. Capello stated that the John B. Shepperd award ceremony for the Outstanding Leadership Award would be presented on September 7, 2006. Ms. Capello reminded everyone that the November 11, 2006 would be a joint meeting with the Policy Council. She also mentioned that the next board meeting would have an emphasis on the strategic planning and 2007 annual report.

VIII.	Executive Session	
IX.	Sound off Session No sound off Session was done.	
X. Adjourn	Ms. Graciela Camargo, board member, moved to adjourn. <ul style="list-style-type: none"> o Mr. Blas Castaneda, board member, seconded o Approved Unanimously. o No discussion. Meeting Adjourns at 4:00 p.m.	<i>Adjourned</i>

APPROVED BY:

BOD Chairperson

WITNESSED BY:

BOD Secretary