

*Texas Migrant Council, Inc.*  
*Db*  
*New America Corporation*  
**BOARD OF DIRECTORS**  
**JULY BI-MONTHLY MEETING MINUTES**

**LOCATION:** *Conference Call*

**DATE:** *July 14, 2007*

**ROLL CALL:**

<b>MEMBER</b>	<b>PRESENT/ABSENT</b>
Ms. Sandra Martinez, Chairman	Absent
Mr. Louis Daniel Liskai, Vice-Chairman	Present
Mr. Leonel Lopez, Treasurer	Present
Ms. Graciela Camargo, Secretary	Present
Ms. Diana Palacios, 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	Absent
Dr. Hilda Medrano, Member	Present
Ms. Blanca Munoz, Member	Present
Ms. Maribel Garcia, Member	Present
Judge Juan Velasquez, Member	Present
Ms. Alana Rico, Member	Present
Dr. Rene Cantu	Present
Ms. Elaine Tafolla, PC President	Absent

**Gallery Present**

Ms. Mary G. Capello	Chief Executive Officer
Ms. Rosa E. Herrera	Administrative Assistant to the CEO
Mr. Jerald Sparenberg	Chief Financial Officer
Mr. Nestor Atkinson	Information Technology Director
Mr. Victor Yado	Interim Human Resource Director
Mr. Manuel DuQue	Chief Operating Officer

**Agenda:**  (y)  (n)

**Materials provided/distributed:**  (y)  (n)

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

<b>Item/Subject</b>	<b>Discussion Referenced materials, copies, etc.</b>	<b>Action/ Motions</b>
I. Meeting Called to Order	Mr. Daniel L. Liskai, Board Vice Chair, called the meeting to order at 9:05 a.m. Ms. Sandy Martinez, Board Chair, was absent due to work.	<i>Called to Order</i>
II. Roll Call	Ms. Graciela Camargo, Board Secretary, called roll. Fourteen (14)	<i>Quorum</i>

BOD Approved on: August 17, 2007

	<p>out of Seventeen (17) board members were present.</p> <p>Quorum was established.</p>	<p><i>Established</i></p>
<p>III. Action Items</p>	<p><b>A. Approval of Consent Agenda Items</b> <i>(previously emailed)</i></p> <p>Mr. Leonel Lopez, Board Member, moved to approve the Minutes of the Bi-Monthly Board meeting on May 12, 2007.</p> <ul style="list-style-type: none"> <li>○ Ms. Graciela Camargo, Board Member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ Discussion.</li> </ul> <p>Minutes were approved with the changes of adding Ms. Alana Rico and Dr. Rene Cantu to the roll call.</p> <p>Ms. Graciela Camargo, Board Secretary, moved to approve the recommendation of the Electronic Mail an Internet Usage Policy previously sent and e-mailed to them.</p> <ul style="list-style-type: none"> <li>○ Dr. Hilda Medrano, Board Member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ No Discussion.</li> </ul> <p>Ms. Diana Palacios, Board Sergeant- at -Arms, moved to approve the submission of the Heart of Texas Workforce Board proposal.</p> <ul style="list-style-type: none"> <li>○ Mr. Francisco Flores, Board Member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ No Discussion.</li> </ul> <p>Dr. Hilda Medrano, Board Member, moved to accept the submission of the TMC Texas Healthy Marriages Application proposal.</p> <ul style="list-style-type: none"> <li>○ Ms. Blanca Munoz, Board Member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ No Discussion.</li> </ul> <p>Mr. Blas Castañeda, Board Member, moved to approve the submission of the proposal of the TMC Healthy Marriages Application in collaboration with East Coast Migrant Head Start and Washington State Migrant Council.</p> <ul style="list-style-type: none"> <li>○ Mr. Juan Jose Balli, Board Member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ No Discussion.</li> </ul>	<p><i>Handouts Approved</i></p>

	<p>Mr. Blas Castañeda, Board Member, moved to submit a proposal to the Austin Texas Workforce Board for operation of their workforce center.</p> <ul style="list-style-type: none"> <li>○ Francisco Flores, Board Member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ No Discussion.</li> </ul> <p>Dr. Hilda Medrano, Board Member, moved to submit the Texas Early Education Model (TEEM) Expansion Proposal.</p> <ul style="list-style-type: none"> <li>○ Ms. Blanca Muñoz, Board Member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ No Discussion</li> </ul>	
IV. Reports	<p>The following reports were previously send via e-mail and they were approved unanimously:</p> <ul style="list-style-type: none"> <li>A. Contracts Report</li> <li>B. Texas Early Education Model (TEEM) Reports</li> <li>C. Migrant Seasonal Head Start Program Report</li> <li>D. Workforce / CCMS Management Programs Report <ul style="list-style-type: none"> <li>1. Greater Austin</li> <li>2. Golden Crescent One-Stop</li> </ul> </li> <li>E. Healthy Marriages Program</li> </ul>	
V. Board of Directors Committee Reports	<ul style="list-style-type: none"> <li>A. <b>Executive/Planning/Quality Assurance</b> <ul style="list-style-type: none"> <li>➤ No report; no meeting held.</li> </ul> </li> <li>B. <b>Fiscal/Insurance/Risk Management</b> <ul style="list-style-type: none"> <li>➤ No report; no meeting held</li> </ul> </li> <li>C. <b>Education/Programs</b> <ul style="list-style-type: none"> <li>➤ No report; no meeting held</li> </ul> </li> <li>D. <b>Legislative/By-Laws/Board Development/Personnel</b> <ul style="list-style-type: none"> <li>➤ No report; no meeting held.</li> </ul> </li> <li>E. <b>Special Advisory Board</b> <ul style="list-style-type: none"> <li>➤ No report; no meeting held.</li> </ul> </li> </ul>	
VI. Board Chairs Monthly Report	<p><b>Board Chair's Monthly Reports</b></p> <ul style="list-style-type: none"> <li>➤ No report; no meeting held</li> </ul>	
VII. PC President - Board Liaison Monthly Report	<p><b>Policy Council President / Board Liaison Monthly Report</b></p> <ul style="list-style-type: none"> <li>➤ No report; no meeting held</li> </ul>	
VIII. CEO's Monthly Report	<p><b>Chief Executive Officer's Report</b></p> <ul style="list-style-type: none"> <li>A. <b>Approval of the TMC Technology Business Plan for 2007-2010 (E-Rate)</b></li> </ul>	<i>Handout</i>

- B. Approval of CEO Performance Evaluation Instrument (Previously submitted)**
- C. Ratification of Approval on Pension Plan Amendment.**
- D. Monthly Report**
- E. Financial Report and/or other Issues**
  - 1. May Financial Report**
  - 2. Discussion / Recommendation and Approval to waive the Health Insurance Premium and the Dental Premium for the balance of the Calendar year.**

*Oral Report*

Ms. Blanca Muñoz, Board Member, moved to approve TMC's Technology Business Plan for 2007-2010 (E-Rate) the CEO's evaluation instrument and to waive the Health Insurance Premium and the Dental Premium for the balance of the Calendar year.

- Dr. Hilda Medrano, Board Member, seconded.
- **Approved Unanimously.**
- No Discussion

**3. January 31,2007 Financial / Audit Verbal Update**

**F. Human Resources / Risk Management Report and / or Issues**

- 1. Human Resources Report**
- 2. Approval of the TMC Corporate Organizational Chart.**

Ms. Maribel Garcia, Board Member, moved to approve the TMC Organizational Chart

- Mr. Juan Jose Balli, Board Member, seconded.
- **Approved Unanimously.**
- No Discussion

**3. Approval of the TMC Migrant and Seasonal Head Start Organizational Chart.**

Ms. Blanca Muñoz, Board Member, moved to approve the TMC Migrant Seasonal Head Start Organizational Chart

- Mr. Blas Castañeda , Board Member, seconded.
- **Approved Unanimously.**
- No Discussion

**4. Approval of Alcohol and Drug Free Workplace Policy**

Ms. Maribel Garcia, Board Member, moved to approve the Alcohol and Drug Free Workplace Policy

- Mr. Juan Jose Balli, Board Member, seconded.
- **Approved Unanimously.**
- No Discussion

*Oral Report  
Approved*

**5. Approval of Human Resources Policy Amendment  
in reference to Probationary Period**

Ms. Blanca Muñoz, Board Member, moved to approve the Human Resources Policy Amendment in reference to the Probationary Period.

- Ms. Maribel Garcia, Board Member, seconded.
- **Approved Unanimously.**
- No Discussion

Dr. Hilda Medrano, Board Member, moved to approve the submission of the COLA (Cost of Living Adjustment) Proposal.

- Ms. Alana Rico, Board Member, seconded.
- **Approved Unanimously.**
- No Discussion.

VIII. Executive Session

Members of the Board had no item for Executive Session.

IX. Sound off Session

X. Adjourn

Ms. Graciela Camargo, Board Member, moved to adjourn the July 14, 2007, Board Meeting.

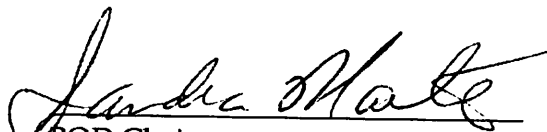
- Ms. Blanca Munoz, Board Member, seconded.
- **Approved Unanimously.**
- No Discussion.

Meeting Adjourns at 10:26 a.m.

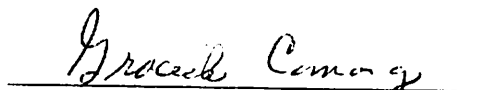
*\* A recording of the monthly board meeting is available upon request from Ms. Rosa E. Herrera, Administrative Assistant to the CEO*

*Adjourned*

APPROVED BY:

  
BOD Chairman

WITNESSED BY:

  
BOD Secretary