



TMC
Board of Directors
BI-Monthly Meeting
Live/Via Conference Call
Laredo Texas
March 13, 2010
10:00 A.M. Central Time

AGENDA

- 01.10.03.115. Call to Order Mr. Mr. Louis Daniel Liskai
- 02.10.03.116. Roll Call Ms. Diana Palacios
- 03.10.03.117. Action to Approve Minutes of January 9, 2010 Meeting.
[Board Minutes January 9, 2010.doc](#)
- 04.10.03.118. **TMC BOARD TO DISCUSS AND ACT ON THE FOLLOWING:**
- a. Discussion and Possible Action to approve amended policies & procedures to reflect new code of federal regulations for food safety and sanitation for the Migrant Seasonal Head Start Child Care Food Program as required by Federal & State Food Safety Code Rules 229.163; 229.164; and 229.165 (Requested by Ms. Sonia Cotto-Moreno, CCFP Director). [SOP-72hr-plate-hold-rev12-](#)

[09.doc](#) [SOP-Emergency-FS-rev12-09.doc](#) [SOP-Equipmt-Maint-Clean-Rev12-09.doc](#)

- b. Discussion and Possible Action to approve Management Information Systems (MIS) Procedure No. 112A as an additional policy to include the Back-up Schedule using Symantec Live State Software in combination with External Snap Servers to ensure that no more than one day's working data will be missing in the event of a data loss incident (Requested by Mr. Javier Rodriguez, MIS Network Operations Manager). [Server Backup Procedure 112A.doc](#)

- c. Discussion and Possible Action to approve Amended Accounting Policies 215 A – "Signature Authorities" to read as follows: All checks issued by TMC will be signed by two authorized officials, through the use of a signature stamp that is placed in the check processing printers whenever checks are produced. Those signatures will be the President/Chief Executive Officer and the Vice President of Finance of TMC. Two manual signatures are required on any accounts payable check of \$100,000.00 or more and on any payroll check of \$10,000.00 or more (Requested by Vice President of Finance Mr. Jerald Sparenberg).

- d. Discussion and Possible Action to approve the Communications System for TMC. [Communication System TMC 12-09.pdf](#)

05. 10.03.119.

TMC BOARD OF DIRECTORS COMMITTEE REPORTS

- a. Executive Committee Executive [January 8, 2010.doc](#) [Executive Committee Minutes January 29, 2010.doc](#)
- b. Fiscal Committee [Finance Committee. Minutes January 8, 2010.doc](#)

- c. Building Committee [Building Committee. Minutes January 29, 2010.doc](#)
- d. Programs/Research and Evaluation, Corporate Compliance Committee [Legislative Minutes January 8, 2010.doc](#)
- e. Fund Development Committee [Fund Development Minutes 1-29-2010.doc](#)
- f. MSHS Policy Council President Report [MSHS Liaison Report 03 2010 Maria Rios.doc](#)
- g. HS/EHS Policy Council President Report
- h. HS/EHS Board Liaison Report
- i. MSHS Board Liaison Report

06.10.03.120.

PRESIDENT/CEO'S REPORT

a. **Corporate Report**

[CEO Report January - February 2010.doc](#)
[Letter.pdf](#); [Attachment 1.pdf](#); [Attachment 2.pdf](#); [Attachment 3.pdf](#); [Attachment 4.pdf](#); [Attachment 5.pdf](#); [Attachment 6.pdf](#); [Attachment 7.pdf](#); [Attachment 8.pdf](#); [Attachment 9.pdf](#)

- Financial Assistance Award (FAA) from the U.S. Department of Health and Human Services for the on-going base operation funding level for Migrant Seasonal Head Start in the amount of \$ 61,255,531 and funding for Training and Technical Assistance in the amount of \$1,091,147.00
- Financial Assistance Award from the Department of Health and Human Services Administration for Migrant Seasonal Head Start authorizing the budget amendment request to move \$66,000 from Personnel; \$24,047 from Fringe Benefits and \$79,132 from Other to purchase of two 48 passenger busses for a total amount of \$169,179.00

- Financial Assistance Award from the Department of Health and Human Services Administration for Early Head Start ARRIA Expansion for a total amount of \$ 707, 760.00.
- Status report on Child Outcomes All Domains for 2009-2010 for Head Start [Head Start Child Outcomes All Domains.pdf](#)
- Office of Head Start Special Audit of Ohio MSHS
- Office of Head Start Position on Enrollment of MSHS Children

b. Financials Reports

[Financial Reports 01-31-10 Preliminary \(4\).xls](#)

- Purchasing /Contracts Report [Purchasing-Contracts Report January and February \(final\).xls](#)

c. Programs Report

- Child Care Services Program – Austin [CCS Austin Report.doc](#) [CCS WF Austin Monthly Rpt.doc](#)
- Golden Crescent one-Stop Workforce- Victoria [Golden Crescent Monthly ReportJan10.xls](#)
- Head Start/Early Head Start Program
- Migrant Seasonal Head Start Program [MSHS Report Jan Feb.doc](#) [MSHS Enrollment 02 25 10.xls](#)
- Healthy Marriage/Together in Texas Program [Healthy Marriage Board Report March 2010.doc](#)
- Laredo-Webb County Safe Haven [Program Safe Haven ABM IV \(March 2010\).ppt](#)

d. Corporate Compliance Report [Corporate Compliance Officer-Planner Board Report 030210.pdf](#)

e. Communications Report

f. **Human Resources Report**

[HR Report January February 2010.doc](#)

07.10-03-121. **OTHER BUSINESS**

08.10-03-122. **SOUND OFF SESSION**

09.10-03.123. **EXECUTIVE SESSION**

ADJOURNMENT

THE TMC BOARD OF DIRECTORS MAY MEET IN CLOSED SESSION (deliberation regarding real property, personnel matters and consultation with employees) ON ALL MATTERS DEEMED NECESSARY BY THE TMC BOARD.