



TMC  
Board of Directors  
Bi-Monthly Meeting  
Live/Via Conference Call  
Laredo Texas  
November 13, 2010  
8:00 A.M. Central Time

AGENDA

- 01.10.11.168. Call to order Louis Daniel Liskai
- 02.10.11.169. Roll Call Ms. Diana Palacios
- 03.10.11.170. Action to approve Minutes of September 30, 2010 Meeting. [Minutes Special Board Meeting September 30, 2010.doc](#)

04.10.11.171.

**TMC BOARD TO DISCUSS AND ACT ON TH FOLLOWING  
FROM MIGRANT SEASONAL HEAD START PROGRAM:**

- a. Discussion and Possible Action to approve the Migrant and Seasonal Head Start Food Expense Summary for October through June by Region for Program Year 2009-2010 for a Total Reimbursement of \$1,929,186.67; authorization for the President/CEO to execute all relevant documents and any matters incident thereto (Requested by Mr. Nestor Atkinson, MSHS Director/Ms. Sonia Cotto-Moreno CCFP Director). [MSHS Food Expense Summary.pdf](#)
- b. Discussion and Possible Action to approve/ratify the submittal of the Head Start Refunding Application and Budget to the U.S. Department of Health & Human Service for Fiscal Year 2011-2012 for a total amount of \$5,442,336; authorize the Chairman of the Board to execute Form 424 along with Board Resolution; and authorize the President/Chief Executive Officer to execute all relevant documents and any matters incident thereto. (Manny Duque, VP of Operations). [Head Start-Early Head Start Refunding Application.pdf](#)
- c. Discussion and Possible Action to approve/ratify the submittal of the Early Head Start Refunding Application and Budget to the U.S. Department of Health & Human Service for Fiscal Year 2011-2012 for a total amount of \$501, 958.00; authorize the Chairman of the Board to execute Form 424 along with Board Resolution; and authorize the President/Chief Executive Officer to execute all relevant documents and any matters incident thereto.( Manny Duque, VP of Operations). [Head Start-Early Head Start Refunding Application.pdf](#)
- d. Discussion and Possible Action to approve/ratify the submittal of the Migrant Seasonal Head Start Refunding Application and Budget to the U.S. Department of Health & Human Service for

Fiscal Year 2011-2012 for a total amount of \$67,489,696.00; authorize the Chairman of the Board to execute Form 424 along with Board Resolution; and authorize the President/Chief Executive Officer to execute all relevant documents and any matters incident thereto. (Manny Duque, VP of Operations/Mr. Nestor Atkinson, MSHS Director). [MSHS Grant PY40 424 & Resolution.pdf](#)

- e. Discussion and Possible Action to appoint a Nominating Committee to name recommendations for the new Slate of Officers for 2011. (Requested by Mr. Dan Liskai).
- f. Discussion and Possible Action to approve the Catto & Catto as Insurance Broker of Record; and to enter into a One (1) Year Contract Agreement for 2011 and Authorizing the President/Chief Executive Officer to execute all relevant documents and any matters incident thereto.
- g. Discussion and Possible Action to approve the Holiday Schedule for TMC 2011-2012. [Holiday Schedule for Calendar Year 2011.doc](#)
- h. Discussion and Possible Action to approve the Pension Plan Audit prepared by Martinez, Rosario & Company, LLP, for the six month period ending December 31, 2009 as required by the Department of Labor's Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974. [Management Letter.pdf](#) [Report on 401 K Plan.pdf](#) [401 K Financial Statement.pdf](#)
- i. Discussion and Possible Action to approve/ratify the renewal of General Liability, Automobile and Excess Liability Policies for a term of one (1) year effective November 1, 2010 through October 31, 2011 and Authorizing the President/CEO to execute all relevant documents and any matters incident thereto.

- j. Discussion and Possible Action to approve the renewal of the Special Risk Accident Medical Claims Policy and the Employee Dishonesty Policy for a term of one year (1) effective December 1, 2010 through November 30, 2011 and Authorizing the President/CEO to execute all relevant documents and any matters incident thereto.
- k. Discussion and Possible Action to approve and /or Amend TMC's Investment Committee Charter and any matters incident thereto.

05.10-11-172. **TMC BOARD OF DIRECTORS COMMITTEE REPORTS**

- a. Executive Committee
- b. Building Committee
- c. Finance /Insurance/Risk Management Committee [Minutes Finance Committee. Meeting October 28, 2010.doc](#)
- d. Programs/Research & Evaluation, Corporate Compliance Committee
- e. Fund Development Committee
- f. MSHS Policy Council President Report
- g. HS/EHS Policy Council President Report
- h. MSHS Liaison Report
- i. HS/EHS Liaison Report

06.10.11.173. **PRESIDENTS/CEO REPORT**

- a. Corporate Report  
[President Corporate Report Sept. - October 2010.pdf](#)
  - Letter to Senator [letter to Senator John Cornyn.pdf](#)
  - Head Start Monitoring Review Change [Head Start Monitoring Review Change.pdf](#)

- Letter from OHS Center of Excellence Application –Norton Center [Letter OHS Center of Excellence -Norton Center.pdf](#)
- Letter from OHS ARA Early Learning Mentor Coaches [Letter OHS ARA Early Learning Mentor Coaches # LMC 016.pdf](#)
- Letter from OHS ARA Early Mentor Coaches # LMC 111 [Letter OHS ARA Early Learning Mentor Coaches # LMC 111.pdf](#)
- Workforce Solutions Laredo Proposal [Workforce Solutions Proposal -Laredo.pdf](#)
- Letter from Department of Health & Human Services Kendall County Application Consideration [Kendall County Funding Consideration.pdf](#)

b. Financial Report

- August 2010 [BOD Financial Reports 08-31-10 Actual.xls](#)
- September 2010 [BOD Financial Reports 09-30-10 Actual.xls](#)
- Purchasing/Contracts Report [Purchasing-Contracts September and October \(final\).xls](#)

c. Bank Reconciliation August 31, 2010  
Bank Reconciliation September 30, 2010

**AUGUST 2010**

- CCS Austin [BANK RECON CCS AUSTIN 8-31-10.pdf](#)
- General Fund [BANK RECON GENERAL FUND 8-31-10.pdf](#)
- Workforce Victoria Bank [BANK RECON VICTORIA 8-31-10.pdf](#)
- HS/Early Head Start AP Bank [BANK RECON HS-EHS AP 8-31-10.pdf](#)
- HS/Early Head Start PR Bank [BANK RECON HS-EHS PR 8-31-10.pdf](#)

- MSHS AP [BANK RECON 1 OF 2 MSHS AP 8-31-10.pdf](#) and [BANK RECON 2 of 2 MSHS AP 8-31-10.pdf](#)
- Indirect Pool Bank [BANK RECON INDIRECT 8-31-10.pdf](#)
- Webb County EHS [BANK RECON WEBB EHS 8-31-10.pdf](#)
- MSHS AP Bank [BANK RECON MSHS AP -COMPASS 8-31-10.pdf](#)
- MSHS PR Bank [BANK RECON 2 OF 2 MSHS PR COMPASS 8-31-10.pdf](#)
- Health Insurance Employer [BANK RECON HEALTH INSURANCE EMPLOYER 8-31-10.pdf](#)
- Health Insurance Employee [BANK RECON HEALTH INSURANCE EMPLOYEE 8-31-10.pdf](#)
- Workers Compensation [BANK RECON RISK MANAGEMENT FUND 8-31-10.pdf](#)
- TSR [BANK RECON TSR 8-31-10.pdf](#)
- Healthy Marriage [BANK RECON HEALTHY MARRIAGE 8-31-10.pdf](#)
- Ohio Department of Education [BANK RECON OHIO DEPT OF EDUCATION 8-31-10.pdf](#)
- Safe Haven [BANK RECON SAFE HAVEN 8-31-10.pdf](#)
- Community Based Obesity [BANK RECON NPAOP 8-31-10.pdf](#)
- Scholarship Account [BANK RECON SCHOLARSHIP ACCT 8-31-10.pdf](#)

#### **SEPTEMBER 2010**

- CCS Austin [CCS Bank Reconciliation statement 10-4-10.pdf](#)
- General Fund [General Funds Bank Reconciliation 10-4-10.pdf](#)
- Workforce Victoria Bank [Bank Reconciliation work force victoria 10-4-10.pdf](#)
- HS/Early HS AP Bank [Star Zapata -hs-ehs AP Bank Reconciliation 10-4-2010.pdf](#)

- Hs/Early HS PR Bank [Bank Reconciliation hs-ehs pr 10-4-10.pdf](#)
- MSHS AP [MSHS AP Compass Account Bank Reconciliation 10-4-10.pdf](#)
- Indirect Pool Bank [Indirect Bank Reconciliation 10-4-10.pdf](#)
- Webb County EHS [Webb County Early Head Start Bank Recon 10-4-10.pdf](#)
- MSHS AP Bank [MSHS AP Compass Account Bank Reconciliation 10-4-10.pdf](#)
- MSHS PR Bank [MSHS PR Bank Reconciliation Compass acct 10-4-10.pdf](#)
- Health Insurance Employer [Health Insurance Employer Bank Recon 10-4-10.pdf](#)
- Health Insurance Employee [Health Insurance Employee Bank Recon 10-4-10.pdf](#)
- Workers Compensation [Risk Management fund Bank Recon 10-4-10.pdf](#)
- TSR [TSR Bank Reconciliation 10-4-10.pdf](#)
- Healthy Marriage [Healthy Marriages Bank Reconciliation 10-4-10.pdf](#)
- Ohio Department of Education [Ohio Dept of Education Bank Reconciliation 10-4-10.pdf](#)
- Safe Haven [Laredo Webb County Safe Haven bank reconciliation 10-4-10.pdf](#)
- Community Based Obesity [Community Based Obesity Prevention grant bank recon 10-4-10.pdf](#)
- Scholarship Account [Scholarship Account Bank Reconciliation 10-4-10.pdf](#)

d. American Express August 31, 2010  
 American Express September 30, 2010

**AUGUST 31, 2010**

- Account # 1044 [AMERICAN EXPRESS 1044 HERRERA, ROSA 8-31-10.pdf](#)

- Account # 11105 [AMERICAN EXPRESS 11005 CAUDILLO, SANDRA 8-31-10.pdf](#)
- Account # 2026 [AMERICAN EXPRESS 2026 CAUDILLO, SANDRA 8-31-10.pdf](#)
- Account # 21009 [AMERICAN EXPRESS 21009 SPARENBERG, JERALD 8-31-10.pdf](#)
- Account # 1010 [AMERICAN EXPRESS CARD 1010 CAPELLO, MARY 8-31-10.pdf](#)

### **SEPTEMBER 30, 2010**

- Account# 1010 Mary Capello [American Express statement 1010 10-4-10.pdf](#)
- Account # 1044 Rosa Herrera [American Express 1044 10-4-10.pdf](#)
- Account # 2067 Jerald Sparenberg [American Express statement 2067 9-14 10-4-2010.pdf](#) [American Express 2067 15-29 10-4-2010 2nd try.pdf](#)
- Account# 1009 Jerald Sparenberg [American Express 1009 10-4-10 Statement.pdf](#)
- Account # 1005 Sandra Caudillo [American Express statement 1005 10-4-10.pdf](#)

### e. Programs Report

- Child Care Service Program- Austin [CCS -Austin Monthly Report.doc](#) and [CCS -Austin Monthly Data Report.xls](#)
- Golden Crescent –Victoria [GC Monthly ReportSept10.xls](#) and [Golden Crescent REPORT - SEPTEMBER -2010.doc](#)
- Head Start/Early Head Start [HS-EHS Report September-October 2010.docx](#)
- Migrant and Seasonal Head Start Program and Enrollment [MSHS Report for 11 13 10 Mtg.doc](#) and [TMC MSHS Enrollment 10 14 10.xls](#)

- Healthy Marriage/Together in Texas/ Lee Y Seras/Fatherhood /Safe Haven [Health Marriage-Tin Texas, other BOD Rpt October 2010 Cynthia.doc](#)
  - Texas School Ready – TSR [TSR Report 10-21-10.doc](#)
    - Laredo Newsletter [TSR October '10 Laredo Newsletter.pdf](#)
    - Starr County Newsletter [TSR October '10 Starr Newsletter.pdf](#)
- f. Corporate Compliance Report [Corporate Compliance Board Report 102710.docx](#)
- UMOS Program Improvement Plan [UMOS PIP 2011 Final TMC.pdf](#)
  - Child Care Food Program ( CCFP) Facility Pre-Approved Visits Monitor Review [CCFP Facility Pre-Approval Visits and Monitor Reviews 102810.pdf](#)
  - Golden Crescent Compliance Report [TMC Golden Crescent Compliance Report 102610.pdf](#)
  - Child Care Capital Area Compliance Report [TMC Child Care Capital Area Compliance Audit 102810.pdf](#)
- g. Human Resources Report [HR Report Aug Sept 2010.doc](#)
- h. Communications Report [Communications Report.pdf](#)

07.10.11.174. **EXECUTIVE SESSION**

08.10.11.175. **OTHER BUSINESS**

09.10.11.176. **SOUND OFF SESSION**

## ADJOURNMENT

**THE TMC BOARD OF DIRECTORS MAY MEET INCLOSED  
SESSION (deliberation regarding real property, personnel matters  
and consultation with employees) ON ALL MATTERS DEEM  
NECESSARY BY THE TMC BOARD**