

Minutes
Alamo Area Council of Governments
Management / Audit Committee Meeting
Wednesday, April 18, 2012

MEMBERS PRESENT

Judge James Barden
Judge Richard Evans
Judge Marvin Quinney
Katie Reed
Linda Rivas
Mayor Tom Schoolcraft
Mayor Don Tymrak

ALTERNATES PRESENT

Veronica Gonzalez for
Commissioner Rodriguez

MEMBERS ABSENT

Judge Diana Bautista-Chair
Mayor David Marne

STAFF PRESENT

Dean Danos
Mike Quinn
Susan Lodge
Blanca Tapia
Tim Treviño
Anthony Jalomo
Martha Spinks
Sherrie Huckabay
Grant Gaul
Rene Chadick
Deedra Johnson
Julie Sakelakos

1. The meeting was called to order at 10:00 a.m. by BOD Chair Katie Reed.
2. Roll Call was taken and a quorum was established.
3. There were no citizens to be heard.
4. Consider and act upon approving the April 18, 2012 minutes.

A motion was made by Mayor Schoolcraft, seconded by Mayor Tymrak with the corrections on Item #4 “change Mayor Barden to Judge Barden” and adds the correct motion to Item #11, to approve the April 18, 2012 minutes and place on the Board of Directors Consent Agenda. The motion carried unanimously.

5. Discussion and appropriate action on the recommendation regarding the draft *Executive Director’s 2011-2012 Performance Evaluation* form.

After discussion, Linda Rivas was added to the committee to review the Executive Director’s Performance Evaluation. A motion was made by Linda Rivas, seconded by Mayor Schoolcraft to send a Executive Director’s

Performance Evaluation to the Management / Audit Committee in May. The motion carried unanimously.

EXECUTIVE

6. Discussion and appropriate action on making recommendations regarding the following Personnel policies:

- A. Personnel Policy 3.011 – Persons with Disabilities (revision)
- B. Personnel Policy 3.018 – Employees’ Fund (revision)
- C. Personnel Policy 3.019 – Identification Badges (revision)
- D. Personnel Policy 3.037 – Reception Areas (rescission)
- E. Personnel Policy 3.043 – Fingerprinting (rescission)
- F. Personnel Policy 3.045 – Types of Employment (rescission and move to definitions)

A motion was made by Mayor Schoolcraft, seconded by Judge Barden to approve Items 6.A. through 6.F. and to place on the Board of Directors Agenda. The motion carried unanimously.

After discussion, a motion was made by Judge Evans, seconded by Linda Rivas to postpone Item 6.F. and place on the May Management / Audit committee under unfinished business.

7. Discussion and appropriate action on the recommendation regarding additional lease space for third (3rd) floor.

Dean Danos explained the need for the additional space on the third (3rd) floor and the proposal from the building on the extension of the lease agreement. After discussion, a motion was made by Mayor Schoolcraft, seconded by Judge Evans to place on the Board of Directors Agenda as an individual item. The motion carried unanimously.

FINANCIAL

8. Discussion and appropriate action regarding the following:

- A. Grants
- B. Recoveries
- C. Balance Sheet
- D. Income Statement
- E. Board Expenditures
- F. 2012 Budget Adjustment
- G. TexPool Quarterly Report

- H. Monitoring Visit Reports
- I. 2011 Audit Status

After presentation by Blanca Tapia, a motion was made by Mayor Schoolcraft, seconded by Judge Evans to place Items 8.A. through 8.I. on the Board of Directors Consent Agenda. The motion carried unanimously.

PROGRAMS

- 9. Discussion and appropriate action authorizing AACOG's Area Agencies on Aging to submit and accept, upon award, a grant proposal for a cooperative agreement between AACOG and U.S. Department of Health and Human Services Centers for Medicare & Medicaid Services, for an estimated amount of \$30 million.

After presentation by Martha Spinks, a motion was made by Mayor Schoolcraft, seconded by Mayor Tymrak to approve authorizing AACOG's Area Agencies on Aging to submit a proposal for cooperative agreement between AACOG and U.S. Department of Health and Human Services Centers for Medicare & Medicaid Service for an estimated amount of \$30,000 and to place on the Board of Directors Agenda. The motion carried unanimously.

- 10. Discussion and appropriate action authorizing the Executive Director to enter into a contractual agreement with the Texas Department of Transportation (TxDOT) for a 5311 Federal Grant, in the amount of \$741,467.00.

A motion was made by Judge Barden, seconded by Judge Evans to approve authorizing the Executive Director to enter into a contractual agreement with the Texas Department of Transportation (TxDOT) for a 5311 Federal Grant, in the amount of \$741,467.00 and to place on the Board of Directors Agenda. The motion carried unanimously.

- 11. Discussion regarding potential funding for the enhancement and expansion of services in the AACOG region.

Dean Danos explained about a foundation that is interested in funding the enhancement and expansion of services for Alamo Local Authority.

- 12. Other items to be placed on the Board of Directors meeting agenda from the Management / Audit Committee.

None.

13. Discussion of items to be placed on the agenda for the next Management / Audit Committee meeting.

None.

14. BOD Chair Reed stated that the next meeting will be held on Wednesday, May 16, 2012, at 10:00 a.m.

15. BOD Chair Reed adjourned the meeting at 12:14 p.m.