



Texas Migrant Council, Inc.

Board of Directors Monthly Meeting & Mandatory Monthly Training

February 12, 2005

VPN with All TMC Regional Offices

Crystal City Regional

Panhandle Regional

Ohio Regional

Donna Regional

Mandatory Monthly Board Training (9:00a.m.-9:59a.m.)(MSHS Budget Process)

February Board Meeting Amended Agenda (2 pages)

1. Meeting Call to Order – (10:00a.m - 10:02a.m.)

2. Roll Call (1 page) – (10:03a.m. - 10:10a.m.)

3. Action Items – (10:11a.m. - 11:00a.m.)

A. Approval of Consent Agenda Items (Previously e-mailed)

Should you desire to discuss any of the following items, you must advise Ms. Wendy L. Kissman, Board of Directors Executive Secretary, not less than four (4) days before the regular scheduled board meeting.

- 1. Board of Directors January 15, 2005, Monthly Meeting Minutes. (previously e-mailed) 4pages*
- 2. Contracts Report (previously e-mailed) – No report submitted*
- 3. Workforce/CCMS Management Programs Report (previously e-mailed)*
 - ☆ Greater Austin - 2 pages*
 - ☆ Golden Crescent One-Stop - 2 attachments 3 pages*
 - ☆ LRGVWFDB Workforce Center - 2pages*
- 4. Migrant Head Start Report 2 attachments - 9 pages*

B. Approval of TMC Personnel Policies - will be emailed on Monday 2-7-05

C. Approval of MSHS Program Governance System – 8 pages

D. Approval of MSHS Self Assessment System – 4 pages

E. Approval of Recommended Amendments to TMC Board By-Laws – no attachment

F. Approval of Board Chair's and Board Treasurer's recommendation of an ad-hoc Audit Committee consisting of the following:

- ☆ Leonel Lopez, Sandra Martinez, Blas Castaneda, Vidal Cantu*
Mary Capello and Jerald Sparenberg

4. Board of Directors' Committee Reports - (11:01a.m. - 11:20a.m.)

A. Executive/Planning/Quality Assurance

☆ Oral Report on February 4, 2005 committee meeting.

a) Executive Committee Recommendations for approval: **(ACTION)**

1. Executive Committee Monthly Meeting Schedule – no attachment
2. Board Committee Chairs Monthly Meeting Schedule – no attachment
3. Board Attendance to monthly board meetings and committee meetings – no attachment
4. Board Member Travel Arrangements – no attachment

B. Fiscal/Insurance/Risk Management

☆ Oral report on February 11, 2005 committee meeting

C. Education/Programs

☆ No written report submitted

D. Legislative/By-Laws/Board Development/Personnel

☆ Oral report on February 10, 2005 committee meeting.

E. Special Advisory Board

☆ No written report submitted

5. Board Chairs Monthly Report - (11:21a.m. - 11:36a.m.)

☆ Approval of Board Memorandum BOD66/2005 **(Action)**

6. Parent Policy Council President/Board Liaison Monthly Report - (11:37a.m. - 11:52a.m.)

☆ No written report submitted.

7. Chief Executive Officer's Monthly Report - (11:53a.m. - 12:23p.m.)

A. Review of CEO Monthly report. - will be emailed at a later date

B. Review/Discussion of In-house Audit of Headstart In-kind.

C. Fiscal Issues

☆ Fiscal Audit

☆ Indirect Rate/Budget

☆ Fiscal Monthly Reports for:

- January - Will be emailed Monday, February 7, 2005

D. Human Resources Issues

☆ Insurance - update

☆ Risk Management - update - Will be mailed via US Mail

E. Revenue Development/Fundraising

8. Executive Session - (12:24p.m. - 12:40p.m.)

☆ Pension Plan Audit and recommendations **(Possible Action)**

9. Sound off Session - (12:41p.m.- 12:55p.m.)

10. Adjourn- (1:00p.m.)