

**Texas Migrant Council, Inc.**  
**BOARD OF DIRECTORS**  
**MONTHLY MEETING and MANDATORY TRAINING**

**LOCATION:** *VPN with All Regional Offices*  
*Head Quarters, Donna Regional*  
*Crystal City Regional, Ohio Regional*

**DATE:** *June 11, 2005.*

**ROLL CALL:**

MEMBER	PRESENT/ABSENT
Ms. Sandra Martinez, Chairwoman	Present
Mr. Daniel Liskai, Vice-Chairman	Present
Mr. Russell Donohue, Treasurer	Absent
Ms. Graciela Camargo, Secretary	Present
Ms. Maribel Garcia, 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. Leonel Lopez, Member	Absent
Mr. Miguel Lopez, Member	Present
Dr. Hilda Medrano, Member	Absent
Ms. Blanca Munoz, Member	Present
Ms. Diana Palacios, Member	Present
Ms. Lorena Cuellar, PC President	Absent

**Gallery Present**

Ms. Mary G. Capello	Chief Executive Officer - HQ
Ms. Wendy L. Kissman	Board of Directors Executive Secretary - HQ
Mr. Jerald Sparenberg	Chief Financial Officer - HQ
Mr. Javier Rodriguez	Computer Hardware Technician - HQ
Ms. Alicia Yanez	MSHS Director - Crystal City Regional Office
Ms. Feliciano Salinas	Secretary - Donna Regional Office
Mr. Nestor Atkinson	IT Director - Donna Regional Office

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

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

**Minute Taker:** Wendy L. Kissman, Board of Directors Executive Secretary

Item/Subject	Discussion Referenced materials, copies, etc.	Action/ Motions
1. Meeting Called to Order	Ms. Sandra Martinez, board chair, called monthly board meeting to order at 9:30 a.m.	<i>Called to Order</i>
2. Roll Call	Ms. Sandra Martinez, board member, called roll. Eleven (11) out of Fifteen (15) board members were present.	<i>Quorum Established</i>
3. Action Items	<p><b>A. Approval of Consent Agenda Items</b> (Previously e-mailed) May Monthly Meeting Minutes, Contracts Reports, Workforce/CCMS Management Programs Report, MSHS Monthly Reports): Mr. Blas Castañeda, board member, moved to approve the consent agenda items as presented.</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><b>B. Approval of MSHS COLA Proposal</b> Ms. Blanca Munoz, board member, moved to approve the consent agenda items as presented.</p> <ul style="list-style-type: none"> <li>○ Mr. Vidal Cantu, board member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ No Discussion.</li> </ul> <p><b>C. Approval of MSHS One-Time Funding Proposal</b> Ms. Grace Camargo, board member, moved to approve the consent agenda items as presented.</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>Ms. Sandra Martinez, board chair, recommended the board approve action items D, E, F and G together. Mr. Vidal Cantu, board member, moved to approve the board chairs recommendation to approve action item D, E, F and G together.</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><b>D. Approval of MSHS Migrant Expansion Proposal</b> <b>E. Approval of MSHS Child Abuse Prevention Proposal</b> <b>F. Approval of MSHS Parent/Community Complaint Policy</b> <b>G. Approval of MSHS Internal Dispute Resolution Policy</b> Ms. Grace Camargo, board member, moved to approve Action items D, E, F and G as presented.</p> <ul style="list-style-type: none"> <li>○ Ms. Diana Palacios, board member, seconded.</li> <li>○ <b>Approved Unanimously.</b></li> <li>○ Discussion.</li> </ul> <p>Ms. Alicia Yanez, MSHS Director, orally explained the MSHS Migrant Expansion Proposal handout to the members of the board; the members of the board had no questions.</p>	<p><i>Handouts Approved</i></p> <p><i>Handouts Approved</i></p> <p><i>Handouts Approved</i></p> <p><i>Handouts Approved</i></p>

<p>4. Board of Directors Committee Reports</p>	<p><b>A. Executive/Planning/Quality Assurance</b> No meeting was held; no report submitted. Ms. Sandra Martinez, board chair, requested members of the board to contact Ms. Wendy L. Kissman, board executive secretary, to arrange and/or advise of their plans to attend the Sunday, July 31, 2005 Board Meeting and the Federal Review festivities.</p> <p><b>B. Fiscal/Insurance/Risk Management</b> No meeting was held; no report submitted. Mr. Blas Castaneda, board member, speaking in absence of Mr. Rusty Donohue, committee chair, asked Mr. Sparenberg to update the board on the request from the Fiscal Committee. Mr. Sparenberg, CFO, stated that the committee reviewed an RFP draft requesting financial institutions qualifications on 3<sup>rd</sup> party pension plan consulting and investment banking give, the RFP also stated that if the financial institution did not have the above qualifications they could respond to the 3<sup>rd</sup> party pension plan administrator.</p> <p><b>C. Education/Programs</b> No meeting was held; no report submitted.</p> <p><b>D. Legislative/By-Laws/Board Development</b> No meeting was held; no report submitted.</p> <p><b>E. Special Advisory Board</b> No meeting was held; no report submitted.</p>	
<p>5. BOD Chairs Monthly Report</p>	<p>Ms. Sandra Martinez, board chair, stated that a TMC center in our Northern Region had a surprise visit from the Bureau; the allocations reported about this center turn out unsuccessful. Ms. Martinez stated that because of the surprise visit having such a positive outcome she felt that TMC would have a very successful Federal Review. Ms. Martinez gave her application to Regional Staff and to the Administrative offices.</p>	
<p>6. PPC President / Board Liaison Monthly Report</p>	<p>Ms. Grace Camargo, Board PC Liaison, reported orally, reported on the written report that was emailed to members of the board after the June board meeting. The members of the board had no questions or comments on the oral report.</p>	<p><i>Handout Emailed</i></p>
<p>7. CEO's Monthly Report</p>	<p><b>A. Oral review of CEO's written monthly report.</b> Ms. Mary Capello, CEO, touched on important issues of the Monthly CEO report previously emailed on Friday, June 10, 2005. Ms. Capello stated that the New Carlisle visit was the beginning of what is to come; Ms. Capello addressed the portion of the reauthorization bill stating that the Bureau would be required to make unannounced visits.</p> <p><b>B. Texas Early Education Model (TEEM) Monthly Report</b> Ms. Mary Capello, CEO, advised the board on the visit from Governor Rick Perry and the signing to the TEEM reauthorization bill by the Governor. There were no questions or comments about the (TEEM) Monthly Report.</p>	<p><i>Handout Emailed</i></p> <p><i>Handout Emailed</i></p>

	<p><b>C. Fiscal Monthly Report and/or Issues.</b> Mr. Jerald Sparenberg, CFO, orally reviewed the April Final Fiscal Report, May Projected Financial Report, Status of GAAP Reporting and the Status of the Fiscal Audit Correction Action Plan with the members of the board. The Board of Directors had no questions concerning the above items. Mr. Blas Castaneda, board member, requested that when the Fundwear training was arranged and scheduled that Mr. Sparenberg not leave out any other TMC departments that will benefit from the training.</p> <p><b>D. Human Resources/Risk Management Monthly Report and/or Issues.</b> No questions or comments on the Human Resources/Risk management Monthly Reports.</p>	<p><i>Handout Emailed</i></p> <p><i>Handout Emailed</i></p>
8. Executive Session	<p>The board adjourns into Executive Session at 10:45 a.m.</p> <p><b>A. Approval of recommendation to cancel the Saturday, July 9, 2005, Monthly Board Meeting.</b></p> <ul style="list-style-type: none"> <li>o Mr. Juan Jose Balli, board member, seconded.</li> <li>o <b>Approved Unanimously.</b></li> <li>o Discussion in Executive Session</li> </ul> <p>No other action was required or taken in Executive Session. The board adjourns out of Executive Session at 11:14 a.m.</p>	<i>Approved</i>
9. Sound Off Session	<p>Ms. Maribel Garcia, board member, moved to discuss sound off session items into executive session.</p> <ul style="list-style-type: none"> <li>o Mr. Vidal Cantu, board member, seconded.</li> <li>o <b>Approved Unanimously.</b></li> <li>o Discussion in Executive Session</li> </ul>	
10. Adjourn	<p><b>Ms. Maribel Garcia, board member, moved to adjourn.</b></p> <ul style="list-style-type: none"> <li>o Mr. Vidal Cantu, board member, seconded</li> <li>o <b>Approved Unanimously.</b></li> <li>o <b>No discussion.</b></li> </ul> <p>Meeting Adjourns at 11:15 a.m.</p> <p><i>* A recording of the monthly board meeting is available, upon request, from Ms. Wendy L. Kissman, Board of Directors Executive Secretary.</i></p>	<i>Adjourned</i>

APPROVED BY:

*Sandra Martig*  
Board of Directors Chair

WITNESSED BY:

*Gracela Comora*  
Board of Directors Secretary

APPROVAL DATE: July 31, 2005

BOD Approved on: July 31, 2005

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