

Texas Migrant Council, Inc.
Migrant Seasonal Head Start
Policy Council Meeting
Conference Call
June 20, 2007

1. WELCOME

Elaine M. Tafolla, Policy Council President, welcomed everyone and called the meeting to order at 7:10 P.M.

2. ROLL CALL/INTRODUCTION/SIGN IN

Elaine M. Tafolla, Policy Council President, proceeded with the roll call. Mrs. Tafolla was on travel and due to the bad weather asked Mr. Tellez to proceed with the meeting.

MEMBERS PRESENT VIA CONFERENCE CALL

Elaine M. Tafolla, Policy Council President-Rio Grande Valley Region
Jesus Tellez, Vice President-Wintergarden Region
Claudia Salazar, Secretary-Western Region
Yuridia Rodriguez, Treasurer-Wintergarden Region
Alejandrina Medrano, Member at Large-Ohio Region
Juan Muniz, Member at Large-Rio Grande Valley Region
Jose Luis Juarez, Member at Large-Rio Grande Valley Region
Miguel Acosta, Community Representative-Wintergarden Region
David Briseno, Community Representative-Western Region
Dr. Hilda Medrano, Board Liaison

MEMBERS ABSENT

Priscilla Paiz, Sergeant at Arms-Wintergarden Region
Belinda Gonzalez, Member at Large-Wintergarden Region
Marisela Carrillo, Member at Large-Wintergarden Region
Alicia Fuentes, Member at Large-Indiana Region
Mariana Delgado, Member at Large-Ohio Region
Laura Aguilar, Member at Large-UMOS

STAFF

Cynthia Garcia, MSHS Director
Victor Yado, Interim Human Resources Director
Cesar Sotelo, Budget Director
Nestor Atkinson, Information Technology Director
Edna Valdez, MSHS Secretary for Policy Council

Having 9 members present established a quorum.

3. REVIEW & APPROVAL OF AGENDA

The Council reviewed the agenda. Cesar Sotelo, Budget Director asked Mr. Tellez, Vice President, for time on the agenda to present new business that required approval. Mr. Tellez asked the Council to approve the agenda adding an item for approval on New Business. Alejandrina Medrano, member at large for the Ohio Region, made a motion to approve the agenda adding an item to for the Council to approve under New Business. Jose Luis Juarez, member at large for the Rio Grande Valley Region, seconded. Motion carried unanimously.

4. SEATING OF NEW MEMBERS AND COMMUNITY REPRESENTATIVES

Mr. David Briseno from the Western Region was present to be re-seated to continue as the Community Representative for the Western Region. Alejandrina Medrano made a motion to seat Mr. Briseno to continue as the Community Representative for the Western Region. Miguel Acosta seconded. Motion carried unanimously. Cynthia Garcia, MSHS Director advised Mr. Tellez that attempts to contact the pending members to be seated for the Rio Grande Valley region have been unsuccessful. Ms. Garcia asked if the Council would like to proceed and contact the next three alternates to fill the vacancies for this area. Ms. Garcia went on to inform the Council that the Community Representatives for the Rio Grande Valley and Indiana regions are pending to be seated because they have not been available to participate. Mr. Tellez was in agreement and asked that the next three

1 alternates be contacted to fill the vacancies for the Rio Grande Valley Region and that the Executive Nomination
2 Committee meet as soon as possible to proceed with new selections to fill the Community Representative
3 vacancies for the Rio Grande Valley and Indiana regions.
4

5 **5. EXECUTIVE SESSION**

6 No business to discuss.
7

8 **6. HIRING AND TERMINATION REPORT**

9 **Hiring and Termination reports for January, February, March, April, and May**

10 The reports were reviewed by the members of the Personnel Committee. The Council received the reports to
11 review prior to the meeting. Miguel Acosta, Community Representative for the Wintergarden Region,
12 recommended approval of the Hiring and Termination reports for the months of January, February, March, April
13 and May. Dr. Hilda Medrano, Board Liaison, seconded. Motion carried unanimously.
14

15 **7. PENDING BUSINESS**

16 **Approval of Minutes**

17 **Minutes for the Regular Meeting on April 27, 2007 and Special Meeting on May 19, 2007**

18 The minutes were provided in the binder for their review. Jose Luis Juarez made a motion to approve the
19 minutes of the Regular Meeting on April 27, 2007 and the Special Meeting on May 19, 2007. Alejandrina
20 Medrano seconded. Motion carried unanimously.
21

22 **8. NEW BUSINESS**

23 **Fund raising –Shirts for Policy Council**

24 Mr. Tellez recommended this item be tabled for discussion at the next meeting.

25 **Children Information Protection Act (CIPA) Policy**

26 Nestor Atkinson, Information Technology Director, informed the Policy Council members that TMC applied for
27 E-Rate funds and at this time is under review by USAC PIA reviewers.

28 He also stated that Texas Migrant Council is in compliance with the Children’s Internet Protection Act and that
29 we are using the SonicWall as our technology protection measure. He stated that the SonicWall protects against
30 access by adults and minors to visual depictions that are obscene, child pornography, or with respect to use of
31 computers with Internet access by minors – harmful to minors.

32 Nestor Atkinson also stated that our current Internet Usage Policy is being revised as we speak to include
33 monitoring the online activity of minors and hopefully it will be ready for approval at the next Policy Council
34 meeting. The current policy did not address minors but once it is revised it will meet the CIPA requirement with
35 regards to minors.

36 **Approval to submit a Request for MSHS Budget Revision for Current Year**

37 Cesar Sotelo, Budget Director, informed the Council about the need to submit a request to revise the budget. He went on to
38 mention that if approved this request will need to be submitted as soon as possible to ensure the bus is available by
39 September.

40 TMC is requesting approval to transfer funds from Salaries, Fringe Benefits and Indirect to our Equipment line item in the
41 amount of \$75,659 to cover the cost of purchasing a new bus. TMC had a bus that was totaled in a collision and the
42 estimated insurance coverage will be \$7,025.

43	Estimated cost of new 47 passenger bus	\$78,021
44	Estimated Texas Department of Transportation fees	\$ 4,663
45	Total cost of the bus	\$82,684
46	Less the estimated insurance reimbursement	<\$ 7,025>
47	Total amount of Requested funds to be transferred	\$75,659

48 TMC is proposing to adjust the current budget as follows:

49	Reduce Salaries	\$49,972
50	Reduce Fringe Benefits	\$21,236
51	Reduce Indirect	\$ 4,451
52	Increase Equipment	\$75,659
53	Net change to the Budget is	-0-

54 This bus will be located in the Rio Grande Valley Region, at the same center which it was originally assigned to.
55 Miguel Acosta asked if current employees or salaries were going to be reduced to allocate these funds for this bus. Cesar
56 Sotelo informed the Council that current employee and salaries were not going to be reduced to allocate funds for this bus.
57 Dr. Hilda Medrano made a motion to approve that this request to transfer funds for the purchase of a new bus. Jose Luis
58 Juarez seconded. Motion carried unanimously.
59
60
61

1 **9. MSHS REPORT AND FISCAL REPORT**

2 Cynthia Garcia, MSHS Director presented the MSHS report.

- 3 ▪ Marengo, Iowa – The center in Marengo has opened and enrollment will be underway. Different groups
- 4 of families will be arriving in May, June and July.
- 5 ▪ Centers to open on July 15 – Fallon Center in Nevada, Tahlequah and Hinton Centers in Oklahoma
- 6 ▪ Recruitment of Staff – There is a great need to hire qualified staff in these areas
- 7 ▪ Winnemucca Center in Nevada – The construction has started on this center.

8 **FISCAL REPORT**

9 Budget report was provided to the Council in advance for their review.

10 **Regional Activity Reports**

11 Reports were provided in the binder for review. No discussion on this agenda item.

12 **10. BOARD LIAISON REPORT**

13 Due to trouble with the communication on the conference call this agenda item was tabled for the next meeting.

14 **11. STANDING COMMITTEE REPORTS**

15 No reports to present.

16 **12. OPEN FORUM**

17 Due to trouble with the communication on the conference call this agenda item was tabled for the next meeting.

18 **13. SET DATE FOR NEXT MEETING**

19 Discussion went on about the date for the next meeting.

20 Miguel Acosta made a motion to tentatively set the next meeting for August 25, 2007 at 9:00 A.M. in Laredo,
21 Texas via VPN or in person. The Council members will be polled to see if this date and time will be convenient.
22 Dr. Hilda Medrano seconded. Motion carried unanimously. Formal notification will follow.

23 **14. ADJOURN**

24 Dr. Hilda Medrano made a motion to adjourn the meeting. Claudia Salazar seconded. Motion carried
25 unanimously. Meeting adjourned at 7:45 P.M.
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39

TEXAS MIGRANT COUNCIL, INC.
SUMMARY OF DECISIONS MADE BY POLICY COUNCIL
JUNE 20, 2007

- | | | |
|----|---|------------------------------|
| 1. | SEATING OF COMMUNITY REPRESENTATIVE FOR THE WESTERN REGION | APPROVED |
| 2. | HIRING AND TERMINATION REPORTS FOR
JANUARY, FEBRUARY, MARCH, APRIL, MAY | APPROVED |
| 3. | MINUTES FOR:
REGULAR MEETING ON APRIL 27, 2007
SPECIAL MEETING ON MAY 19, 2007 | APPROVED
APPROVED |
| 4. | SUBMIT A REQUEST FOR MSHS BUDGET REVISION CURRENT YEAR | APPROVED |
| 5. | FUND RAISING – SHIRTS FOR POLICY COUNCIL | TABLED |
| 5. | BOARD LIAISON REPORT | TABLED |

APPROVED BY Claudia Salazar Sec.
NAME/TITLE

APPROVED ON August 25, 2007
DATE