



## BOARD OF TRUSTEES MINUTES

**DATE:** December 8, 2022  
**TIME:** 5:00 p.m.  
**PLACE:** Via TEAMS

**MEMBERS PRESENT:** Trish Young Brown, Emmitt Hayes, Hal Katz, Luanne Southern, Dr. Guadalupe Zamora, Deborah Smith, Sheriff Sally Hernandez, Ed Calahan and Sarah Churchill Llamas

**MEMBERS ABSENT:** None

**Other Center Staff and Guests were in attendance.**

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With a quorum of Trustees present, Chair Trish Young Brown, called the Board meeting to order at 5:00 p.m.

### CITIZENS' COMMENTS

None.

### CHAIR'S WELCOME & ANNOUNCEMENTS

Chair Young Brown welcomed Board Members and Staff. Chair Young Brown announced new Committee assignments and announced David Weden was leaving the agency.

### CONSENT AGENDA

The following Consent Agenda items were approved by consensus:

- a. **October 27, 2022 Board of Trustees Meeting Minutes**
- b. **Cash & Investment Report for October 31, 2022** (Finance Item III, Weden)
- c. **Updating Board Policy 07.01 Unplanned Closures** (Finance Item V, Weden)
- d. **Updating Board Policy 07.03 Definitions** (Finance Item VI, Weden)
- e. **Updating Board Policy 07.05 Arbitration** (Finance Item VII, Weden)
- f. **Updating Board Policy 07.06 Equal Employment Opportunity** (Finance Item VIII, Weden)
- g. **Updating Board Policy 07.07 Harassment** (Finance Item IX, Weden)
- h. **Updating Board Policy 07.11 Controlled Substance Testing** (Finance Item X, Weden)
- i. **Updating Board Policy 07.12 Applicant and Employee Investigation** (Finance Item XI, Weden)
- j. **Updating Board Policy 07.13 Nepotism** (Finance Item XII, Weden)
- k. **Updating Board Policy 07.14 Hiring** (Finance Item XIII, Weden)
- l. **Updating Board Policy 07.15 Transfer Promotions and Reassignments** (Finance Item XIV, Weden)
- m. **Updating Board Policy 07.17 Assignments and Terms of Employment** (Finance Item XV, Weden)
- n. **Updating Board Policy 07.18 Personnel Files** (Finance Item XVI, Weden)
- o. **Updating Board Policy 07.19 Probationary Period** (Finance Item XVII, Weden)

- p. **Updating Board Policy 07.20 Employee Performance Evaluation** (Finance Item XVIII, Weden)
- q. **Updating Board Policy 07.21 Standards of Conduct** (Finance Item XIX, Weden)
- r. **Updating Board Policy 07.24 Drugs and Alcohol** (Finance Item XX, Weden)
- s. **Updating Board Policy 07.25 Reorganization and Reclassification** (Finance Item XXI, Weden)
- t. **Updating Board Policy 07.26 Wage Classification** (Finance Item XXII, Weden)
- u. **Updating Board Policy 07.27 Timekeeping** (Finance Item XXIII, Weden)
- v. **Updating Board Policy 07.28 Employment Contracts** (Finance Item XXIV, Weden)
- w. **Updating Board Policy 07.34 Agency Performance Bonus** (Finance Item XXV, Weden)
- x. **Updating Board Policy 07.37 Leave Benefits** (Finance Item XXVI, Weden)
- y. **Updating Board Policy 07.50 Retirement Plans** (Finance Item XXVII, Weden)
- z. **Updating Board Policy 07.51 Group Insurance** (Finance Item XXVIII, Weden)
- aa. **Updating Board Policy 07.61 Employee Separations** (Finance Item XXIX, Weden)
- bb. **Updating Board Policy 07.62 Employee Recognition Program** (Finance Item XXX, Weden)
- cc. **Updating Board Policy 07.64 Internal Staff Grievance and Internal Dispute Resolution** (Finance Item XXXI, Weden)
- dd. **Updating Board Policy 07.65 Governmental Regulation and Compliance** (Finance Item XXXII, Weden)
- ee. **Updating Board Policy 07.67 Workplace Violence** (Finance Item XXXIII, Weden)
- ff. **Updating Board Policy 07.69 Employee Position Compensation** (Finance Item XXXIV, Weden)
- gg. **Updating Board Policy 07.72 RIF** (Finance Item XXXV, Weden)
- hh. **Extension of Lease with 2410 East Riverside, LTD** (Finance Item XL, Weden)
- ii. **Approval to Finalize Negotiation and Enter into a Contract with T-Mobile** (Finance Item XLIII, Weden)

### **ACTION ITEMS**

Acceptance of the Consolidated Local Service Plan (CLSP) & Local Provider Network Development Plan. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of Financial Statements and Budget Amendments (if applicable) for the Period Ending October 31, 2022 (Subject to Audit). Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of Adopting Board Policy 07.73 Neutral Employee Separation. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of Resolution for Formation of Travis County Supporting Housing Collaborative (TCSHC) and Appointment of Dawn Handley as a Director. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of Resolution on Seabrook Phase II including authorization to apply for HOME American Rescue Plan funding through TDHCA. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of Resolution on Kensington Apartments. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of Potential Sale of 5515 Woodrow. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of action regarding 401(a) Retirement Plan and Creating Non-Elective 403(b) Retirement Plan. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of action regarding Easement at 6222 N Lamar. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

**INFORMATION ITEMS**

Emmitt Hayes, Louise Lynch and David Weden provided and update on the Board Staff Ad Hoc Committee on Racial Equity.

**CEO REPORT**


The CEO report was briefly highlighted with emphasis on the ICCC.

**CITIZENS' COMMENTS**

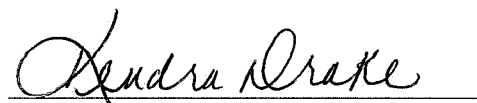
Citizens' comments were provided.

There being no further business, the meeting was adjourned at 6:30 p.m.

**BOARD APPROVED:**

  
\_\_\_\_\_  
Patricia Young Brown  
Board Chair

January 26, 2023

  
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Kendra Drake  
Recording Secretary

