

The Region 4 ESC Board of Directors' Regular Meeting Minutes
October 26, 2021
Region 4 Education Service Center
7145 West Tidwell Road
Houston, Texas 77092

The Region 4 Education Service Center (Region 4) Board of Directors met in a Regular meeting on October 26, 2021, at 11:00 a.m. at Region 4 Education Service Center. The following Board Members were in attendance: Mrs. Scotty Bass, Mrs. Linda Tinnerman, Dr. Hugh Hayes, Mr. Victor White, Mrs. Carmen Moreno, Ms. Lalla Morris, Mr. Andy Reyes, and Mrs. LaVerie Wise.

Staff members in attendance included: Dr. Pam Wells, Dr. Kelly Ingram, Dr. Robby McGowen, Mr. Robert Zingelmann, and Ms. Kristi Hernandez.

Kate Mejia served as recording secretary.

1. General Items

- A. The meeting was called to order at 11:00 a.m. by Mrs. Scotty Bass, Chair.
- B. The invocation was led by Mrs. Linda Tinnerman. The pledges of allegiance were led by Mr. Victor White.
- C. There were no comments from the public.
- D. Dr. Wells introduced Dr. Jennifer Brock, Director, Reading/Language Arts Solutions, who shared with the Board a report on the latest Reading Academy metrics. Dr. Wells also shared that Region 4 has received a grant from H-E-B to be used to assist with the Alief ISD Mental Health Community Collaboration Framework Project. Lastly, Dr. Wells reviewed the upcoming conferences Board Members will attend.

2. Reports/Information Items

- A. Dr. Robby McGowen shared the report on personnel matters, including employment, retirement, and termination of full-time or part-time employees.
- B. Mr. Robert Zingelmann shared the report on public agencies utilizing National IPA/Region 4 Education Service Center (ESC) contracts.

3. Consent Agenda

Mrs. Scotty Bass recommended that Items 3A-1, 3B-1, 3B-2, and 3C-1 be presented, reviewed, and handled in one motion, one second, and one vote.

A. Administration

3A-1 Approval of the minutes of the Regular Meeting on August 24, 2021.

B. Business Office

3B-1 Approval of budget amendments.

3B-2 Approval of Fiscal Year 2020-2021 Financial Status Recap Report as of September 30, 2021, and Investment Portfolios as of August 31, 2021 and September 30, 2021.

- C. National Intergovernmental Purchasing Alliance Company (National IPA)
3C-1 Approval of one year annual renewal contracts for the following companies:

March 2022

- DIRT Environmental Solutions, Inc.
- Trendway Corporation
- Fellowes, Inc. dba ESI Ergonomic Solutions
- Krueger International, Inc.
- The HON Company, LLC
- VARI Sales Corporation (formerly VARIDESK, LLC)

April 2022

- RPS Holdings, Inc.
- Adjusters International LTD
- McGriff, Seibels & Williams, Inc.
- BELFOR USA Group, Inc. (Disaster and Non-Disaster Restoration of Operational Services)
- Brown & Root Industrial Services, LLC (Disaster and Non-Disaster Restoration of Operational Services)
- CORE Construction Services of Texas, Inc. (Disaster and Non-Disaster Restoration of Operational Services)
- Cotton Commercial USA, Inc.
- DKI Restoration, LLC dba DKI Commercial Solutions LLC
- HARBRO, Inc.
- BELFOR USA Group, Inc. (Job Ordering Contracting Services)
- Brown & Root Industrial Services, LLC (Job Ordering Contracting Services)
- CORE Construction Services of Texas, Inc. (Job Ordering Contracting Services)
- Dura Pier Facilities Services, LTD dba Facilities Sources
- HITT Contracting Inc.
- RS Commercial Construction, LLC
- J.T. Vaughn Construction, LLC
- Waterproofing Technologies, Inc.

June 2022

- Amplexor Inc.
- Crabtree Interpreting Services
- Language Line Services, Inc.
- Lionbridge Global Solutions II, Inc.
- MasterWord Services, Inc.
- Webbco Enterprises LLC dba Visual Communication Services
- CONTINENTAL FLOORING COMPANY
- Mohawk Carpet Distribution, Inc.

- Tarkett USA Inc. (formerly Tandus Centiva US LLC)
- Pocket Nurse Enterprises, Inc. DBA Pocket Nurse
- School Specialty, LLC
- Lakeshore Equipment Company dba Lakeshore Learning Materials
- Office Depot, Inc.
- School Specialty, Inc.
- Trusted Capital Group (formerly TCG Consulting, LP)

A motion was made by Mrs. Carmen Moreno and seconded by Mrs. LaVerie Wise to approve all consent agenda items as presented. The motion carried unanimously.

4. Action Items

A. Administration

- 4A-1 A motion was made by Dr. Hugh Hayes and seconded by Ms. Lalla Morris to authorize Executive Director or designee to negotiate final terms and execute purchase of technology devices from CDW-G for center-wide upgrades for an amount not to exceed \$690,000 from designated fund balance for technology upgrades. Dr. Robby McGowen presented information regarding the approval to authorize Executive Director or designee to negotiate final terms and execute purchase of technology devices for center-wide upgrades from designated fund balance for technology upgrades. The motion carried unanimously.
- 4A-2 A motion was made by Ms. Lalla Morris and seconded by Mrs. Linda Tinnerman to authorize Executive Director or designee to negotiate final terms and execute purchase of data center storage units from CDW-G at an amount not to exceed \$350,000 from designated fund balance for technology upgrades. Dr. Robby McGowen presented information regarding the approval to authorize Executive Director or designee to negotiate final terms and execute purchase of data center storage units. The motion carried unanimously.
- 4A-3 A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White to authorize Executive Director or designee to negotiate final terms and execute the purchase of OKTA identity management service from CDW-G at a price not to exceed \$200,000. Dr. Robby McGowen presented information on the approval to authorize Executive Director or designee to negotiate final terms and execute purchase of OKTA identity management service. The motion carried unanimously.
- 4A-4 A motion was made by Mrs. Carmen Moreno and seconded by Mr. Andy Reyes to authorize the Executive Director or designee to negotiate final terms and execute the purchase of outsourced printing services from an awarded provider for a price not to exceed \$300,000. Dr. Robby McGowen presented information on the approval to authorize the Executive Director or designee to negotiate final terms and execute

purchase of outsourced printing services. The motion carried unanimously.

B. Business

4B-1 A motion was made by Mrs. Linda Tinnerman and seconded by Mrs. Carmen Moreno to approve Board Policy CBF (LOCAL) Revenue Sources Investments in one reading, as presented. Mr. Robert Zingelmann presented information regarding the Board Policy CBF (LOCAL) Revenue Sources Investments. The motion carried unanimously.

C. National Intergovernmental Purchasing Alliance Company (National IPA)

4C-1 A motion was made by Dr. Hugh Hayes and seconded by Mrs. LaVerie Wise to approve a three (3) year contract with the option of two (2) one-year renewals for interpretation and translation services and related solutions as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for interpretation and translation services and related solutions. Administration recommended contract award to Amplexor, Inc., GLOBO Language Solutions, LLC, Homeland Language Services, ITC Translations USA, Inc., Language Line Services, Inc., Lionbridge Global Solutions II, Inc., Language Resource Center, INC, MasterWord Services, Inc., GlobalVision International, Inc. A Division of Summa Linguae Technologies, United Language Group, Inc., Webbco Enterprises, L.L.C. dba Visual Communication Services, and WorldWide Interpreters, Inc. The motion carried unanimously.

4C-2 A motion was made by Dr. Hugh Hayes and seconded by Ms. Lalla Morris to approve a three (3) year contract with the option of two (2) one-year renewals for facilities management software and solutions as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for facilities management software and solutions. Administration recommended contract award to Accruent, LLC and Dude Solutions, Inc. The motion carried unanimously.

4C-3 A motion was made by Mrs. Linda Tinnerman and seconded by Mrs. LaVerie Wise to approve a three (3) year contract with the option of two (2) one- year renewals for fuel card services and related products as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for fuel card services and related products. Administration recommended contract award to FLEETCOR TECHNOLOGIES, INC. THROUGH ITS SUBSIDIARIES: FLEETCOR TECHNOLOGIES OPERATING COMPANY, LLC AND COMDATA, INC. The motion carried unanimously.

4C-4 A motion was made by Mrs. LaVerie Wise and seconded by Mr. Victor White to approve a three (3) year contract with the option of two (2) one-year renewals for as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for automotive parts and

supplies. Administration recommended contract award to AutoZone Parts, Inc. and Lawson Products, Inc. The motion carried unanimously.

4C-5 A motion was made by Ms. Lalla Morris and seconded by Dr. Hugh Hayes to approve a three (3) year contract with the option of two (2) one-year renewals for cleaning supplies, breakroom, and related products as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for cleaning supplies, breakroom, and related products. Administration recommended contract award to Network Services Company and Office Depot, LLC. The motion carried unanimously.

4C-6 A motion was made by Mrs. LaVerie Wise and seconded by Mrs. Linda Tinnerman to approve a three (3) year contract with the option of two (2) one-year renewals for warehousing, material handling, and production support as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for warehousing, material handling, and production support. Administration recommended contract award to Crown Equipment Corporation, Global Equipment Company Inc., and Ruby Industrial Technologies LLC (d/b/a Kaman Industrial Technologies). The motion carried unanimously.

4C-7 A motion was made by Ms. Lalla Morris and seconded by Mr. Victor White to approve a three (3) year contract with the option of two (2) one-year renewals for cabling and data management as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for cabling and data management. Administration recommended contract award to Datum Tech Inc. and NeedThese. The motion carried unanimously.

4C-8 A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White to approve a three (3) year contract with the option of two (2) one-year renewals for feedback and customer service solutions for schools as presented. Mr. Robert Zingelmann reviewed information regarding the contract award for feedback and customer service solutions for schools. Administration recommended contract award to K12 Insight LLC. The motion carried unanimously.

5. Closed Session

It was determined a Closed Session was not needed.

6. Adjournment

There being no further business, a motion was made by Mrs. Carmen Moreno and seconded by Mrs. Linda Tinnerman to adjourn the meeting. Mrs. Scotty Bass adjourned the meeting at 12:10 p.m.



Chair



Secretary