

The Region 4 ESC Board of Directors' Regular Meeting Minutes
June 27, 2023
Board Room, 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 June 27, 2023, at 11:04 a.m. The following Board Members were in attendance: Mrs. Scotty Bass, Mrs. Linda Tinnerman, Dr. Hugh Hayes, Ms. Lalla Morris, Mrs. Carmen Moreno, Mr. Victor White, and Mrs. LaVerie Wise. Mr. Andy Reyes was absent.

Staff members in attendance included: Dr. Rodney Watson, Dr. Kelly Ingram, Ms. Kristi Hernandez, Mr. Jeff Kohrman, Mr. Robert Zingelmann, Dr. Julie Hill, Dr. Sylvia Mitchell, and Dr. Melody Goffney.

Kate Mejia served as recording secretary.

1. General Items

- A. The meeting was called to order at 11:05 a.m. by Mrs. Carmen Moreno, Chair.
- B. The invocation was led by Mr. Victor White. The pledges of allegiance were led by Mrs. LaVerie Wise.
- C. There were no comments from the public.
- D. Dr. Watson shared that three Region 4 team members were selected by Houston ISD as Outstanding Community Partners due to the consistent support and leadership they provide to students served in Houston's Office of Special Populations. They are Jan Cook, Senior Education Specialist, Literacy & Language Solutions; Dr. Kellian Hughes, Education Specialist, Science/Social Studies Solutions; and Tiffany Battle, Education Specialist, Special Education Solutions. He also shared that the elementary mathematics team was asked by the Texas Education Agency to develop the content and training materials for the Grade 4 Mathematics Achievement Academy that will be utilized across the state. We also held our first annual Elementary Art & Music Celebration. Dr. Watson shared that Sara King, Jade White, and Dr. Marina McCormick from Special Education Solutions presented at the Texas Technology Access Program State Assistive Technology Conference. Lastly, Dr. Watson shared that Ken Culbreath, Director of Emergency Management and School Safety, presented during the Texas Elementary Principals and Supervisors Association (TEPSA) Conference.

2. Reports/Information Items

- A. Kate Mejia, Executive Assistant to the Executive Director, administered the Oath of Office to reelected Board members and reappointed Charter Schools member, Mrs. LaVerie Wise—Place 3, Dr. Hugh Hayes—Place 4, and reappointed Charter Schools member, Ms. Lalla Morris.

- B. Dr. Rodney Watson presented information on the 2023–2024 Budget proposal. The cabinet team also presented on their respective divisional analyses as well as evidence of the progress related to Region 4 Goals. Adoption of the budget will be considered at the August 22, 2023 Board Meeting.
 - C. Dr. Melody Goffney shared the report on personnel matters, including employment, retirement, and termination of full-time or part-time employees.
 - D. Mr. Robert Zingelmann shared the report on public agencies utilizing OMNIA Partners/Region 4 Education Service Center (ESC) contracts.
3. Consent Agenda
- Mrs. Carmen Moreno 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 April 25, 2023
 - B. Business Office
 - 3B-1 Approval of budget amendments.
 - 3B-2 Approval of Fiscal Year 2022-2023 Financial Status Recap Report as of May 31, 2023, and Investment Portfolios as of April 30, 2023, and May 31, 2023.
 - C. OMNIA Partners
 - 3C-1 Approval of contract renewals

December 2023

- Ardham Technologies, Inc.
- DLT Solutions, LLC
- Hyland Software, Inc.
- Everdriven Technologies, LLC
- Con10gency Consulting, LLC
- SouthEast Texas Regional Advisory Council
- Accurate Background, LLC
- Sterling Infosystems, Inc. dba Sterling
- Aetna Life Insurance Company
- Continental American Insurance Company, a member of the Aflac family
- American Fidelity Assurance Company
- Ameritas Life Insurance Corp.
- ARAG Services, LLC
- Cigna Health and Life Insurance Company (CHLIC)
- Combined Ins. Company d/b/a Chubb Workplace Benefit Solutions
- Humana
- Legal Access Consulting Services d/b/a The LegalEASE Group

- Medical Air Services Association Inc.
- Metropolitan Life Insurance Company
- Nationwide
- Standard Insurance Company
- Sun Life Assurance Company of Canada
- Texas life Insurance Company
- United Concordia Dental
- Unum Group
- Wellspring Telehealth, LLC d/b/a WellVia

A motion was made by Dr. Hugh Hayes and seconded by Mrs. Scotty Bass to approve all consent agenda items as presented. The motion carried unanimously.

4. Action Items

A. Administration

- 4A-1 A motion was made by Mrs. Linda Tinnerman and seconded by Mr. Victor White to approve Mrs. Carmen Morneo to serve as Chair, Mrs. Linda Tinnerman to serve as Vice-Chair, Mrs. LaVerie Wise to serve as Secretary, and Mr. Victor White to serve as Assistant Secretary. The motion carried unanimously. Mrs. Moreno continued the meeting as Chair.
- 4A-2 A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White to approve the 2023-2024 Board Meeting dates as presented. Dr. Rodney Watson presented the proposed 2023-2024 Board Meeting dates— October 24, 2023; December 13, 2023; February 27, 2024; April 23, 2024; June 25, 2024; and August 27, 2024. Region 4 Board Meetings are typically scheduled for Tuesdays at 11:00 a.m. in the Board Room at Region 4 Education Service Center. The motion carried unanimously.
- 4A-3 A motion was made by Mrs. LaVerie Wise and seconded by Mrs. Scotty Bass to approve the pay structure plan for 2023-2024 as proposed in the April 25, 2023 TASB Compensation Plan Review. Mr. Robert Zingelmann presented and recommended approval of the Region 4 ESC pay structure plan for 2023–2024 based on the findings and recommendations of the Texas Association of School Boards (TASB) Compensation Plan Review that was presented to the Board at the April 25, 2023 Board Meeting. The motion carried unanimously.
- 4A-4 A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White to approve a 4% of the midpoint general salary increase for those employees within the Region 4 ESC salary structure, a 1% of the midpoint salary increase for employees who are at or above the pay grade maximum, a 4% salary increase for those employees on the Executive Administration Pay Plan, and a one-time supplemental payment of \$1,000 for all employees hired as of September 1, 2023. Dr. Rodney Watson reviewed information regarding the approval of the Region 4 ESC compensation plan for 2023-2024. The motion carried unanimously.

- 4A-5 A motion was made by Mr. Victor White and seconded by Mrs. Scotty Bass to approve the Region 4 employer contribution for health insurance coverage options for the 2023–2024 fiscal year at \$8,548 per employee annually. Mr. Robert Zingelmann presented information concerning Region 4 employer contribution for health insurance coverage options for 2023–2024 fiscal year. The motion carried unanimously.
- 4A-6 A motion was made by Mrs. LaVerie Wise and seconded by Mrs. Linda Tinnerman to authorize Executive Director or designee to negotiate final terms and execute a professional services agreement with Slalom, INC, dba Slalom Consulting, for Cloud Cybersecurity Program Development to Support the Texas Education Exchange in an amount not to exceed \$494,100. Mr. Jeff Kohrman presented information concerning approval of professional services agreement with Slalom, INC, dba Slalom Consulting. The motion carried unanimously.
- 4A-7 A motion was made by Mrs. Scotty Bass and seconded by Dr. Hugh Hayes to approve on first reading Localized Policy Manual Update 29 as prepared and presented by Texas Association of School Boards (TASB) Policy Services. Mr. Robert Zingelmann presented information regarding approval on first reading the Localized Policy Manual Update 29 prepared by Texas Association of School Boards (TASB) Policy Services. Affected policies include:
- AD (LEGAL) MISSION/SERVICES
 - BBI (LEGAL) BOARD MEMBERS: TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS
 - BDB (LEGAL) BOARD ORGANIZATION: INTERNAL BOARD COMMITTEES
 - BE (LEGAL) BOARD MEETINGS
 - BE (LOCAL) BOARD MEETINGS
 - CI (LEGAL) PROPERTY DISPOSAL
 - CP (LEGAL) RECORDS MANAGEMENT
 - CP (LOCAL) RECORDS MANAGEMENT
 - CRD (LEGAL) INSURANCE AND ANNUITIES MANAGEMENT: HEALTH AND LIFE INSURANCE
 - DBE (LEGAL) EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: NEPOTISM
 - DBE (LOCAL) EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: NEPOTISM
 - DC (LEGAL) EMPLOYMENT PRACTICES
 - DEBB (LEGAL) LEAVES AND ABSENCES: MILITARY LEAVE
 - DHD (LEGAL) EMPLOYEE STANDARDS OF CONDUCT: REPORTS TO TEXAS EDUCATION AGENCY
 - ED (LEGAL) RELATIONS WITH OTHER GOVERNMENTAL ENTITIES
 - EE (LEGAL) USE OF ESC FACILITIES BY OUTSIDE ENTITIES
 - FBA (LEGAL) STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

**FBA (LOCAL) STUDENT WELFARE: FREEDOM FROM
DISCRIMINATION, HARASSMENT, AND RETALIATION**

The motion carried unanimously.

- 4A-8 A motion was made by Mrs. LaVerie Wise and seconded by Ms. Lalla Morris to approve the Supplemental Sick Leave Bank for employees impacted by catastrophic illness or injury and three paid Bereavement Leave days to DEB (LOCAL) policy. Dr. Julie Hill reviewed information regarding the approval of Region 4 ESC Supplemental Sick Leave Bank and Bereavement Leave 2023-2024. The motion passed unanimously.
- 4B-1 A motion was made by Mrs. Linda Tinnerman and seconded by Mr. Victor White to approve funding not to exceed \$1,350,000 allocated from 2022–2023 committed fund balance for non-competitive Region 4 School Support Grants available to all eligible school districts and charter schools within Region 4. Mr. Robert Zingelmann shared information regarding the approval for funding for Region 4 School Support Grants. The motion passed unanimously.
- 4B-2 A motion was made by Dr. Hugh Hayes and seconded by Mrs. Linda Tinnerman to approve the Administration's recommendation for a contract with Trane U.S. Inc. for a complete chiller teardown and rebuild at an amount not to exceed \$115,904.47. Mr. Robert Zingelmann reviewed information for the contract to complete chiller teardown and rebuild. The motion passed unanimously.
- 4C-1 A motion was made by Mr. Victor White and seconded by Mrs. LaVerie Wise to approve a three (3) year contract with the option of two (2) one-year renewals for energy solutions as presented. Mr. Robert Zingelmann reviewed information about the contract award for energy solutions. Administration recommends award to ENGIE Services U.S. Inc.; Honeywell International Inc.; RoofConnect Logistics, Inc.; Schneider Electric Buildings; Americas, Inc.; and Trane U.S. Inc. The motion passed unanimously.
- 4C-2 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 playground and recreational surface products and services as presented. Mr. Robert Zingelmann reviewed information about the contract award for playground and recreational surface products and services. Administration recommends award to Perfect Turf and Robertson Recreational Surfaces. The motion passed unanimously.
- 4C-3 A motion was made by Ms. Lalla Morris and seconded by Mrs. Scotty Bass to approve a three (3) year contract with the option of two (2) one-year renewals for playground and automated payable solutions as presented. Mr. Robert Zingelmann reviewed information about the contract award for automated payable solutions. Administration recommends award to Commerce Bank; Ramp Business Corporation; and cPayPlus, LLC (d/b/a REPAY). The motion passed unanimously.

5. Closed Session

It was determined that Closed Session was not needed.

6. Adjournment

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

Carmen I. Moreno

Chair

Laverie Wise

Secretary