

**THE SOUTH CENTRAL TEXAS REGIONAL CERTIFICATION AGENCY, INC.
SPECIAL BOARD OF DIRECTORS MEETING**

Friday, January 27, 2023
2:00 p.m.

South Central Texas Regional Certification Agency
Hybrid Meeting – In Person and Teams
3201 Cherry Ridge St. Ste. B-210, San Antonio, Texas 78230

Member Entities	Representative's Name	Present/Absent
Alamo Colleges	Torence Henderson	Present
	Gary O'Bar	Absent
Bexar County	Renee Watson	Absent
	Patricia Torres	Present
Brooks Development Authority	Lucynda Massey	Present
San Antonio ISD	April Alcorta	Absent
Edwards Aquifer	Shelly Hendrix	Absent
	Maggie Veliz	Present
Port Authority of San Antonio	Wyndie Tanner-Applewhite	Absent
City of San Antonio	Shuchi Nagpal	Absent
	Barbara Patton	Absent
San Antonio Housing Authority	George Ayala	Absent
	Lucio Tovar	Absent
CPS Energy	Maria Garcia	Absent
	James Massey	Present
San Antonio River Authority	Emily Hanson	Present
San Antonio Water System	Marisol V. Robles	Present
	Tracy Burns	Absent
University Health System	Latifah Jackson	Present
	Horacio Vasquez	Absent
VIA Metropolitan Transit	Ana Rivas	Present
	Dyanne Sampson	Absent

Staff: Sandra Ramos (SCTRCA) **Counsel:** Lisa Tatum Absent; Zelisa Guerrero, Paralegal (LM Tatum, PLLC)

- I. **Call to Order** – The Board Chair L. Jackson called the Board of Directors meeting to order at 2:00 p.m. on Friday, January 27, 2023.
- II. **Citizens to be Heard** - None.
- III. **Posting of Board Agendas** –The Board Chair advised the Board that the posting of Board Agendas will continue in the manner, by which notice was posted under the prior Board Chair, posting on the SCTRCA website at least seventy-two (72) hours in advance of the meeting.
- IV. **Briefing and Discussion of Committee Chairs and Committee Descriptions** – the Board Chair discussed with the Board holding regular Committee meetings, so the working groups have a dedicated time to meet and work on committee tasks. L. Jackson announced that Committee Meeting Schedule. Committees will meet on these designated days as needed to fulfill the committee’s responsibilities.
 1. Executive – One Friday a Month the day of the month to be determined by the Executive Committee Members
 2. Finance - Every 2nd Friday
 3. Marketing – Every 3rd Monday
 4. Policies and Procedures – Every 3rd Monday
 5. Certification Guidelines – Every 3rd Tuesday
- V. **Briefing, Discussion and Consideration of the SCTRCA Lease** – The Board discussed the upcoming lease renewal for the current location. The lease is schedule to expire on November 30, 2023, unless renewed. The Board discussed the need to make a decision about renewal or termination prior to May 30, 2023, and give the landlord requisite notice.
 - A. **Lease Options** – The Board discussed two new locations for consideration, a location managed by UTSA and a location managed by VIA. In discussion the consensus was to look for a location that is central to San Antonio that has sufficient space for five (5) staff members, a meeting room for Board meetings or access to a shared Conference Room and access to restrooms and a breakroom, either in side the leased space or nearby.
- VI. **Future Business** - L. Jackson announced the new committee appointments will be confirmed no that the new Committee Chairs are confirmed. Each Committee Chair was asked to contact members of their respective committees and confirm their place of service on the committee. After confirmation each Committee Chair is to provide their committee list to the Board Chair.
- VII. **Adjournment** - J. Massey moved to adjourn the meeting. M. Robles seconded the motion to adjourn. The motion carried unanimously, and the meeting was adjourned at 2:16 p.m.