

THE SOUTH CENTRAL TEXAS REGIONAL CERTIFICATION AGENCY, INC.

POLICIES & PROCEDURES COMMITTEE MEETING

Monday, November 20, 2023
2:00 p.m.

South Central Texas Regional Certification Agency
Virtual Meeting
501 W. Cesar E. Chavez Blvd., Ste. 3.324K
San Antonio, Texas 78207

AGENDA

The Policies and Procedures Committee of the South Central Texas Regional Certification Agency, Inc. will hold its Policies and Procedures Committee meeting on **Monday, November 20, 2023, at 2:00 p.m., at the South Central Texas Regional Certification Agency, Virtual Meeting, 501 W. Cesar E. Chavez Blvd., Ste. 3.324K, San Antonio, Texas 78207.** Verification of Notice of Meeting and Agenda are on file in the office of the Executive Director. The Committee will consider, discuss, and take appropriate action regarding the following items, unless otherwise noted therein:

- I. Call to Order**
- II. Citizens to be Heard**
- III. Briefing, Discussion, and Consideration regarding the update of vacation and sick leave made to Personnel Manual.**
- IV. Briefing and Discussion regarding the update of the checks & balances review of staff's accrued vacation and sick leave.**
- V. Briefing and Discussion of the Member Entity Interlocal Agreement.**
- VI. Future Business**
- VII. Adjournment**

*A closed meeting, if required, is authorized by statute. If, during the course of the meeting, any item listed on the agenda should require discussion in closed meeting, the Board will convene in Closed Session in accordance with Texas Government Code Sections 551.071-551.089. No action shall be taken during a closed meeting. The Board will reconvene in open session before the meeting is adjourned.

This meeting site is accessible to individuals with disabilities and the general public. If you have a disability and require special accommodation, please call (210) 227-4722 ext. 304 at least one business day before the meeting. Parking is available. Auxiliary aids and services are available upon request (interpreters for the deaf and/or hearing impaired must be requested forty-eight [48] hours prior to the meeting). For assistance, call (210) 207-7245 voice/TTY.

Note: With the current meeting being virtual, we ask if you are a Citizen to be heard, please RSVP, by emailing Sandra Ramos, Executive Director at sramos@sctrca.org and a meeting link will be emailed to you.