

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

Monday, November 27, 2023
2:00 p.m.

South Central Texas Regional Certification Agency
In-Person Meeting
2800 U.S. Highway 281 North
San Antonio, Texas 78212

AGENDA

The Board of Directors of the South Central Texas Regional Certification Agency, Inc. will hold its Regular Board of Directors meeting on **Monday, November 27, 2023, at 2:00 p.m., at the South Central Texas Regional Certification Agency, In-Person Meeting, San Antonio Water Systems, 2800 U.S. Highway 281 North, San Antonio, Texas 78212.** 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. Meeting Minutes

- A. Review, Discussion, and Consideration of the Minutes for June 26, 2023
- B. Review, Discussion, and Consideration of the Minutes for July 24, 2023
- C. Review, Discussion, and Consideration of the Minutes for August 24, 2023
- D. Review, Discussion, and Consideration of the Minutes for August 28, 2023
- E. Review, Discussion, and Consideration of the Minutes for September 25, 2023
- F. Review, Discussion, and Consideration of the Minutes for October 23, 2023

IV. Finance Committee Report

- A. Briefing, Discussion and Consideration regarding Financial Reports for July 2023
- B. Briefing, Discussion and Consideration regarding Financial Reports for August 2023

V. Policies and Procedures Committee Report

- A. Briefing, Discussion, and Consideration regarding the update of vacation and sick leave made to Personnel Manual.

VI. Certification Guidelines Committee Report

- A. Briefing, Discussion and Consideration of Certification Desk Review Audit of Certification Records.
- B. Briefing, Discussion and Consideration of Priority Request Procedures.
- C. Briefing, Discussion and Consideration of Certification Ethics and Compliance

Requirements.

VII. Executive Director's Report

- A. Certification Activity Report
- B. Outreach Activity Report
- C. Certification Audit Update

VIII. Board's Chair's Report

- A. Discussion and Consideration of the Investigation Report of the Executive Director Complaint
- B. Briefing, Discussion and Consideration of the Performance Assessment of the Executive Director and Executive Committee Recommendations
- C. Briefing and Discussion for Executive Committee Elections

IX. Future Business

X. 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 in-person meeting, with a virtual option for the public, 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.