

**THE SOUTH-CENTRAL TEXAS REGIONAL CERTIFICATION AGENCY, INC.**

**POLICIES AND PROCEDURES/CERTIFICATION JOINT COMMITTEE MEETING**

Policies, Procedures & Personnel Committee, Chair, Maurice Bridges (VIA)  
Certification Committee, Chair, Wyndie Applewhite (Port San Antonio)

**Thursday, March 14, 2024,  
2:00 p.m.**

**South Central Texas Regional Certification Agency  
Virtual Meeting**

**AGENDA**

The Policies, Procedures and Personnel Committee and the Certification Committee of the South-Central Texas Regional Certification Agency, Inc. will hold a Joint Board Special meeting on **Thursday, March 14, 2024, at 2 P.M. as a Virtual Meeting, of the South-Central Texas Regional Certification Agency, 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 Board 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 of the SCTRCA policies, procedures and requirements established within the procedures manual, including those items related to operations, standard operating procedures (SOP) and certification guidelines.
- IV. Briefing, discussion and consideration of amendments to the SOP(s) required to comply with federal, state and local certification guidelines.
- V. Briefing, discussion and recommendations for staffing requirements necessary to comply with federal, state and local certification guidelines.
- VI. Briefing, discussion regarding benchmarking results from Texas Unified Certification Program (TUCP) regarding staffing levels and certification turnarounds.
- VII. Future Business
- VIII. Adjournment

\*A closed meeting, if required, is authorized by statute. If, during 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 actions shall be taken during a closed meeting. The Board will reconvene in open session before the meeting is adjourned.

**Note:** With the current meeting being virtual, we ask if you are a **Citizens to be heard**, please RSVP, by emailing Wyndie Applewhite, Committee Chair, at [wyndie.applewhite@portsanantonio.us](mailto:wyndie.applewhite@portsanantonio.us) and or Maurice Bridges at [maurice.bridges@viainfo.net](mailto:maurice.bridges@viainfo.net) and a meeting link will be emailed to you.