

The Region 4 ESC Board of Directors' Regular Meeting Minutes
December 13, 2023
Corporate Park Northwest, Building L, Suite 100
7125 West Tidwell Road
Houston, Texas 77092

The Region 4 Education Service Center (Region 4) Board of Directors met in a Regular meeting on December 13, 2023, at 11:00 a.m. The following Board Members were in attendance: Mrs. Carmen Moreno, Mrs. Linda Tinnerman, Mrs. LaVerie Wise, Dr. Hugh Hayes, and Mr. Victor White. Ms. Lalla Morris, Mrs. Scotty Bass, and Mr. Andy Reyes were absent.

Staff members in attendance included: Dr. Rodney Watson, Dr. Kelly Ingram, Ms. Kristi Hernandez, Mr. Jeff Kohrman, Ms. Jorgannie Carter, 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 11:04 a.m. by Mrs. Carmen Moreno, Chair.
- B. The invocation was led by Mrs. LaVerie Wise. The pledges of allegiance were led by Mr. Victor White.
- C. There were no comments from the public.
- D. Dr. Watson shared Kenneth Benavides, Director, Information Technology, presented at the AESA Annual Conference. He also shared that Kerra Glover and Kristina Parr, Special Education Department, will present at the National Conference for The Council for Exceptional Children in March. Additionally, he shared that Kelli Rodgers, Special Education, was invited to co-present at the Texas Council of Administrators of Special Education New Director Academy. Lastly, Dr. Watson shared that the Region 4 counseling team hosted the inaugural Texas ESC Foster Care Summit in collaboration with TEA this year.
- E. Mr. Greg Peterson, Weaver and Tidwell, L.L.P., presented the special recognition for Certificate of Achievement for Excellence in Financial Reporting from the GFOA and the Certificate of Excellence in Financial Reporting from the ASBO. This is the 29th consecutive year Region 4 ESC has earned a financial reporting award from the Government Finance Officers Association (GFOA) of the United States and Canada and the Association of School Business Officials (ASBO) International for the Annual Comprehensive Financial Report (ACFR).

2. Reports/Information Items

- A. Dr. Melody Goffney shared the report on personnel matters, including employment, retirement, and termination of full-time or part-time employees.
- B. Dr. Julie Hill reviewed the report on Region 4 Educator Certification interlocal agreements.
- C. 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, and 3B-2 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 October 23, 2023.

B. Business Office

3B-1 Approval of budget amendments.

3B-2 Approval of Fiscal Year 2023-2024 Financial Status Recap Report as of November 30, 2023, and Investment Portfolios as of October 31, 2023, and November 30, 2023.

A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White 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. LaVerie Wise and seconded by Mrs. Linda Tinnerman to approve the Board of Directors' Election Order and Notice for the March 1, 2024 to April 5, 2024 election for Place 5, Place 6, and Place 7. Dr. Rodney Watson shared information regarding the approval of Board of Directors' Election Order and Notice for the March 1, 2024 to April 5, 2024 election for Place 5, Place 6, and Place 7. The motion carried unanimously.

4A-2 A motion was made by Mr. Victor White and seconded by Dr. Hugh Hayes to approve the yearly renewal of digital file hosting and backup services from Box, Inc. through AWS for an amount not to exceed \$114,962.10. Mr. Jeff Kohrman presented information about the yearly renewal of digital file hosting and backup services. The motion carried unanimously.

4A-3 A motion was made by Dr. Hugh Hayes and seconded by Mrs. Linda Tinnerman to authorize the Executive Director or designee to negotiate final terms and execute the contract for services from Slalom at a price not to exceed \$250,000. Mr. Jeff Kohrman reviewed information regarding the approval of the Region 4 internet and intranet web modernization. The motion carried unanimously.

4A-4 A motion was made by Mr. Victor White and seconded by Mrs. LaVerie Wise to authorize the Executive Director or designee to negotiate final terms and execute the purchase of outsourced printing services from an awarded contract vendor provided for a price not to exceed \$330,000. Ms. Kristi Hernandez reviewed information about the purchase of outsourced printing services. The motion carried unanimously.

4A-5 A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White to approve the expansion of the Region 4 Regional Day School Program for the Deaf (RDSPD); execute the revised Shared Services

Agreement with Houston, Pasadena, Deer Park, Klein, Aldine, and Spring ISDs as well as Bloom Academy Charter School and DRAW Academy as presented and authorize the Executive Director or designee to negotiate final terms and enter into Interlocal Agreements with additional LEAs as presented. Dr. Kelly Ingram reviewed information about the approval of revision of the Region 4 Regional Day School Program for the Deaf. The motion carried unanimously.

B. Business

- 4B-1 A motion was made by Mrs. LaVerie Wise and seconded by Mr. Victor White to approve the Annual Comprehensive Financial Report (ACFR) for the year ending August 31, 2023, as presented. Mr. Robert Zingelmann shared information regarding Annual Comprehensive Financial Report (ACFR) for the year ending August 31, 2023. The motion passed unanimously.
- 4B-2 A motion was made by Mrs. Linda Tinnerman and seconded by Mrs. LaVerie Wise to approve the Resolution to designate Investment Officers and Lone Star/TexPool Authorized Representatives as presented. Ms. Jorgannie Carter reviewed information about the approval of Board Resolution to designate Investment Officers and Lone Star/TexPool Authorized Representatives. The motion passed unanimously.
- 4B-3 A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White to approve the Administration's recommendation to enter into the ODP Business Solutions, LLC Consulting Agreement to provide services to include related to print functionality, print technology integration, building layout, and equipment selection and purchase for an amount not to exceed nine hundred thousand dollars (\$900,000). Mr. Robert Zingelmann reviewed information about the approval of the ODP Consulting Agreement pertaining to the Region 4 Print Production and Distribution Project. 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. Linda Tinnerman and seconded by Mrs. LaVerie Wise to adjourn the meeting. Mrs. Carmen Moreno adjourned the meeting at 12:07 p.m.



Chair



Secretary