

**The Region 4 ESC Board of Directors' Regular Meeting Minutes**  
**February 22, 2022**  
**Board Room, Region 4 Education Service Center**  
**7145 West Tidwell Road**  
**Houston, Texas 77092**

The Region 4 Education Service Center (Region 4) Board of Directors met in a Regular meeting on February 22, 2022, at 11:00 a.m. at Region 4 Education Service Center. The following Board Members were in attendance: Mrs. Scotty Bass, Mrs. Linda Tinnerman, Dr. Hugh Hayes, Mrs. Carmen Moreno, Mr. Andy Reyes, Mrs. LaVerie Wise, Ms. Lalla Morris, and Mr. Victor White. No members were absent.

Staff members in attendance included: Dr. Pam Wells, Dr. Kelly Ingram, Dr. Robby McGowen, and Mr. Robert Zingelmann. Ms. Kristi Hernandez was absent.

Kate Mejia served as recording secretary.

1. General Items

- A. The meeting was called to order at 11:00 a.m. by Mrs. Scotty Bass, Chair.
- B. The invocation was led by Mrs. LaVerie Wise. The pledges of allegiance were led by Ms. Lalla Morris.
- C. There were no comments from the public.
- D. Dr. Wells shared with the Board information about two sessions Region 4 presented at the TASA Midwinter Conference—New Teacher Development Framework and Refining Campus Leaders' Roles and Responsibilities to Support Instructional Leadership in Alignment to the Effective Schools Framework. She also shared that she has been awarded the Safe School Award by Houston Crime Stoppers. Dr. Wells also shared information about the Houston Endowment grant and provided an update on Mathematics Academy. Dr. Wells also shared that Ms. Dolores Trevino has been named the new Director of Accountability and Leadership Solutions. Lastly, Dr. Wells announced the retirement of Dr. Robby McGowen, Deputy Executive Director, Support Services.

2. Reports/Information Items

- A. Dr. Robby McGowen shared the report on personnel matters, including employment, retirement, and termination of full-time or part-time employees.
- B. Dr. Robby McGowen presented the report on Region 4 Educator Certification interlocal agreements.
- C. Mr. Robert Zingelmann shared the report on public agencies utilizing National IPA/Region 4 Education Service Center (ESC) contracts.
- D. Mr. Robert Zingelmann shared the report on 2022-2023 Budget Development Calendar.

3. Consent Agenda

Mrs. Scotty Bass 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 December 15, 2021.

B. Business Office

3B-1 Approval of budget amendments

3B-2 Approval of Fiscal Year 2021-2022 Financial Status Recap Report as of January 31, 2022, and Investment Portfolios as of December 31, 2021 and January 31, 2022.

C. National Intergovernmental Purchasing Alliance Company (National IPA)

A motion was made by Mrs. Carmen Moreno and seconded by Mr. Andy Reyes 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. Linda Tinnerman and seconded by Mrs. LaVerie Wise to affirm the Board Election for Place 1 and Place 2 as uncontested. The motion carried unanimously.

4A-2 A motion was made by Ms. Lalla Morris and seconded by Mr. Victor White to approve the resolution authorizing the administration to compensate all employees for the day the center was closed due to the winter storm on February 4, 2022. Dr. Robby McGowen presented information regarding resolution authorizing the administration to compensate all employees for day the center was closed due to the winter storm on February 4, 2022. The motion carried unanimously.

4A-3 A motion was made by Mrs. LaVerie Wise and seconded by Mrs. Carmen Moreno to approve the 2022-2023 Region 4 ESC calendar as presented. Dr. Robby McGowen presented information regarding approval of 2022-2023 Region 4 ESC calendar. The motion carried unanimously.

4A-4 A motion was made by Dr. Hugh Hayes and seconded by Mr. Victor White to approve the resolution authorizing the administration to compensate all employees for days during the 2022-2023 calendar when the center is closed due to inclement weather. Dr. Robby McGowen presented information related to the approval of resolution authorizing the administration to compensate all employees for days during the 2022-2023 calendar when the center is closed due to inclement weather. The motion carried unanimously.

4A-5 A motion was made by Mr. Victor White and seconded by Ms. Lalla Morris to approve the purchase of digital file hosting and backup services from Box, Inc. through Carahsoft Technology Corp for an amount not to exceed \$210,528 for a two-year term. Dr. Robby McGowen overviewed information about the approval for purchase of digital file hosting and backup services. The motion carried unanimously.

- 4A-6 A motion was made by Mrs. LaVerie Wise and seconded by Mrs. Linda Tinnerman to authorize the Executive Director or designee to negotiate final terms and execute the First Amendment to Principal Procurement Agency Rebate Agreement and Principal Procurement Agency Certificate with National Intergovernmental Purchasing Alliance Company. Dr. Pam Wells overviewed information about the approval of First Amendment to Principal Procurement Agency Rebate Agreement and Principal Procurement Agency Certificate with National Intergovernmental Purchasing Alliance Company. The motion carried unanimously.
- 4A-7 A motion was made by Mrs. Carmen Moreno and seconded by Dr. Hugh Hayes that the Board select Thompson & Horton to serve as a search consultant. Dr. Pam Wells overviewed information about the selection of search consultant. The motion carried unanimously.

**B. Business**

- 4B-1 A motion was made by Mrs. Carmen Moreno and seconded by Dr. Hugh Hayes to authorize Executive Director or designee to negotiate final terms and execute a professional services agreement with Double Line, Inc. for the development and implementation of the Texas Education Exchange platform for an amount not to exceed \$10,000,000 utilizing funding from the Texas Education Agency 2022-2024 ESC Statewide Interoperability Platform Grant (Phase 1). Mr. Robert Zingelmann overviewed information about the approval to authorize Executive Director or designee to negotiate final terms and execute a Professional Services Agreement for the development and implementation for the Texas Education Exchange platform. The motion carried unanimously.
- 4B-2 A motion was made by Mrs. LaVerie Wise and seconded by Ms. Lalla Morris to authorize Executive Director or designee to negotiate final terms and execute a professional services agreement with Instructure Holdings, Inc. for the development and implementation of the Texas Education Exchange platform for an amount not to exceed \$2,500,000 utilizing funding from the Texas Education Agency 2022-2024 ESC Statewide Interoperability Platform Grant (Phase 1). Mr. Robert Zingelmann overviewed information about the approval to authorize Executive Director or designee to negotiate final terms and execute a Professional Services Agreement for the development and implementation for the Texas Education Exchange platform. The motion carried unanimously.

**C. National Intergovernmental Purchasing Alliance Company (National IPA)**

- 4C-1 A motion was made by Dr. Hugh Hayes and seconded by Mrs. Linda Tinnerman to approve a three (3) year contract with the option of two (2) one- year renewals for scoreboards, electronic signs, installation, related products and services as presented. Mr. Robert Zingelmann reviewed information about the contract award for scoreboards, electronic signs,

- installation, related products and services. Administration recommended contract award to Daktronics, Inc. The motion carried unanimously.
- 4C-2 A motion was made by Mrs. Linda Tinnerman and seconded by Mr. Victor White to approve a three (3) year contract with the option of two (2) one- year renewals for playground systems, installation, service and related items as presented. Mr. Robert Zingelmann reviewed information about the contract award for playground systems, installation, service and related items. Administration recommended contract award to BCI Burke Company, LLC, Play and Park Structures, and Playcraft Systems LLC. The motion carried unanimously.
- 4C-3 A motion was made by Mrs. Carmen Moreno and seconded by Mr. Victor White to approve a three (3) year contract with the option of two (2) one-year renewals for trenchless technology rehabilitation and related products and services as presented. Mr. Robert Zingelmann reviewed information about the contract award for trenchless technology rehabilitation and related products and services. Administration recommended contract award to Corby Energy Services, Inc. and SAK Construction, LLC. The motion carried unanimously.
- 4C-4 A motion was made by Mrs. LaVerie Wise and seconded by Dr. Hugh Hayes to approve a three (3) year contract with the option of two (2) one-year renewals for sport surfaces, installation, and related material as presented. Mr. Robert Zingelmann reviewed information about the contract award for sport surfaces, installation, and related material. Administration recommended contract award to AstroTurf Corporation, Elite Sports Builders, Fieldturf USA, Inc., and Shaw Industries, Inc. The motion carried unanimously.
- 4C-5 A motion was made by Mr. Victor White and seconded by Ms. Lalla Morris to approve a three (3) year contract with the option of two (2) one-year renewals for facility technology integration and security system services as presented. Mr. Robert Zingelmann reviewed information about the contract award for technology integration and security system services. Administration recommended contract award to ADT Commercial LLC, Convergent Technologies LLC, and Schneider Electric Buildings Americas, Inc. The motion carried unanimously.
- 4C-6 A motion was made by Mrs. Linda Tinnerman and seconded by Mrs. LaVerie Wise to approve a two (2) year and ten (10) month contract with the option of two (2) one year renewals for automotive parts and supplies as presented. Mr. Robert Zingelmann reviewed information about the contract award for automotive parts and supplies. Administration recommended contract award to Liftnow Automotive Equipment Corp. The motion carried unanimously.

## 5. Closed Session

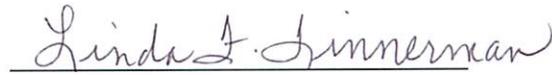
Mrs. Scotty Bass requested a motion to enter into Closed Session. A motion was made by Dr. Hugh Hayes and seconded by Mr. Andy Reyes to enter into Closed Session to discuss

with Board attorney regarding legal issues on any item on the Board Meeting Agenda [Tex. Gov. Code Section 551.071] and to consider employment contract, status of Executive Director, and related actions [Tex. Gov. Code Section 551.074] The motion carried unanimously. The Board entered Closed Session at 11:33 a.m. A motion was made by Mrs. Carmen Moreno and seconded by Ms. Lalla Morris to reconvene the Board Meeting. The Board reconvened at 12:49 p.m.

6. Adjournment

There being no further business, a motion was made by Mrs. Carmen Moreno and seconded by Mr. Victor White to adjourn the meeting. Mrs. Scotty Bass adjourned the meeting at 1:28 p.m.

  
Chair

  
Secretary