

Housing Authority of the City of Laredo
Regular
Board of Commissioner Meeting
LHA Board Room
2000 San Francisco Ave.
Laredo, Texas 78040
Friday, April 28, 2017
10:00 a.m.

A-17-R-4

Minutes

April 28, 2017

1. **CALL TO ORDER** Chairman Ceballos called the meeting to order at 10:02 a.m.
2. **PLEDGE OF ALLEGIANCE** Mauricio Del Barrio, Director of Finance, lead them in the recital of the pledge.
3. **ROLL CALL AND DECLARATION OF QUORUM**

Commissioners Present

Jose L. Ceballos, Chairman
Dr. Sergio Garza, Vice Chairman
Anita Guerra, Commissioner
Gina Magallanes, Commissioner

Commissioners Absent

Dr. Marisela Rodriguez, Commissioner

Staff Present

Melissa Ortiz, Acting/Interim Executive Director
Christy Ramos, Administrative Assistant
Alma Mata, Modernization Coordinator
Jennifer Barrientos, Interim Section 8 Administrator
Mauricio Del Barrio, Director of Finance
Cesar Vasquez, Human Resources Manager
Alfonso Treviño, CFP Coordinator
Roberto Peña, IT Coordinator
Bulmaro Cruz, Director of Modernization and Development
Frank Lopez, Procurement Officer
Jose Collazo, Special Projects Coordinator
Maria Hernandez, Assistant Director of Housing Management
Mario Jasso, Consultant
Ricardo De Anda, Attorney
Doug Poneck, Attorney

Others Present

Rosie Rios, Central Resident Council
Monica Martinez, Stewart Title & Abstract
Yolanda Sciaraffa, Stewart Title & Abstract

4. CHAIRMAN'S COMMENTS

No comments.

5. CITIZENS' COMMENTS

This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at this time. There will be a three-minute limitation per speaker (Texas Attorney General Opinion-JC-0169)

No comments.

6. APPROVAL OF MINUTES

A. Approval of minutes for the Board of Commissioners on March 17, 2017.

Chairman Ceballos requested changes be made to the minutes. He stated Marisela was spelled with an "s" and he requested that the minutes read moved and not motioned when voting for item approval.

Vice-Chairman Dr. Garza moved to approve the minutes with corrections as stated.

Commissioner Guerra seconded the motion.

Motion passed unanimously.

7. PRESENTATION BY CENTRAL RESIDENT COUNCIL

Rosie Rios, President of Central Resident Council, announced the success they had with the Día del Niño activity on Saturday, April 22nd. She thanked Chairman Ceballos and Commissioner Anita Guerra for joining them and asked them how they liked it.

Commissioner Guerra replied that everything was very nice.

Ms. Rios then informed that they were hoping to do another activity like that for Christmas.

Chairman Ceballos thanked everyone who took the time to assist and asked for an applause for those who participated in the activity.

Chairman Ceballos thanked Mrs. Rios.

Chairman Ceballos moved to take item 9J up on the agenda. Discussion and possible action to award RFP No. LHA2017_0307_01 Title Insurance, Escrow, and Related Services for the Russell Terrace Revitalization Project and authorize the Acting/Interim Executive Director to negotiate and/or contract with the top evaluated firm.

Commissioner Guerra seconded the motion.

Motion passed unanimously.

Chairman Ceballos moved to take item 9I up on the agenda. Discussion and possible action to approve the renewal of Blue Cross Blue Shield employee group health insurance.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

Chairman Ceballos moved to take item 9F up on the agenda. Discussion and possible action to authorize Acting/Interim Executive Director to execute an interlocal agreement to join the City of Laredo in the procurement and preparation of the Affirmatively Furthering Fair Housing (AAFH) Analysis to be submitted to the U.S. Department of Housing and Urban Development, participate in the selection of the firm to conduct said analysis, and allocate \$10,000 toward the cost of the study.

Commissioner Guerra seconded the motion.

Motion passed unanimously.

8. PRESENTATIONS (No Action To Be Taken)

9. ACTION ITEMS

- A. Discussion and possible action to authorize the Laredo Fire Department to train at the Russell Terrace units before demolition.

Chairman Ceballos stated that this was discussed at the last meeting and asked if there was anything that should be added to this.

Ms. Ortiz stated that they had met with two individuals from the fire department and they had discussed a timeline. She was advised that it would be an in and out training for three days at a time. She stated that she would be receiving an itinerary of activities once a date is set.

Chairman Ceballos informed the Board that there will be no live fire training for the residents' sake.

Chairman Ceballos moved to approve this item as presented.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

- B. Discussion and possible action to authorize the use of the Magic Corner South Laredo Development, 2801 Ireland Street by the Webb County Head Start for educational staff offices and parent trainings, subject to a month-to-month agreement in writing.

Ms. Ortiz provided background of the Webb County Head Start and LHA partnership. She stated that they are requesting permission to use the building for trainings. She also stated that they have an active lease with them.

Chairman Ceballos asked why is it that they do not serve the LHA children, to which Ms. Ortiz replied that it is not because they do not want to, but because LHA families do not need their services.

Chairman Ceballos suggested that they sign a term to term agreement but have a termination clause in those leases probably with a 30-day notice. He stated he wanted to make sure that any lease they enter they can get out of in the event that they decide to develop.

Commissioner Guerra moved to approve this item as presented.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

- C. Discussion and possible action to authorize Secretary to file an Amendment to the Articles of Incorporation of the Laredo Housing Facilities Corporation with the Office of the Secretary of State of Texas.
- D. Discussion and possible action to authorize Secretary to file an Amendment to the Articles of Incorporation of the Laredo Housing Development Corporation with the Office of the Secretary of State of Texas.
- E. Discussion and possible action to authorize Secretary to file an Amendment to the Articles of Incorporation of the Laredo Housing Opportunities Corporation with the Office of the Secretary of State of Texas.

Ms. Ortiz stated that Compass Bank requested the articles for Laredo Housing Facilities Corporation. She also stated they needed to change a few items to the articles of incorporation, those being the registered agent of the corporation to Melissa Ortiz and to change and update the Board of Directors. She mentioned these needed to get approved and be submitted to Secretary of State to update all the articles.

Chairman Ceballos asked Attorney Doug Poneck if essentially this was just formative administrative change.

Attorney Poneck replied that Board members automatically become members and your Executive Director is always going to be secretary for these corporations. He also stated people want to see things in writing.

Chairman Ceballos moved to adopt items 9C, 9D and 9E amendments and file with the Secretary of State.

Commissioner Guerra seconded the motion.

Motion passed unanimously.

- F. Discussion and possible action to authorize Acting/Interim Executive Director to execute an interlocal agreement to join the City of Laredo in the procurement and preparation of the Affirmatively Furthering Fair Housing (AAFH) Analysis to be submitted to the U.S. Department of Housing (AAFH) Analysis to be submitted to the U.S. Department of Housing and Urban Development, participate in the selection of the firm to conduct said analysis, and allocate \$10,000 toward the cost of the study.

Ms. Ortiz explained that under the Fair Housing Act, HUD has directed programs that receive HUD funding to make an assessment of fair housing issues in their communities. This process was previously known as the Analysis of Impediments to Fair Housing Choice, and this new Affirmative Furthering Fair Housing AFFH rule was published 7/16/2015. She stated they analyze data and other information and engage the community in Fair Housing planning, conduct and submit to HUD an AFH identifying Fair Housing issues in the community, identify and prioritize significant contributing factors for each Fair Housing that is identified, set Fair Housing goals for overcoming the effects of the prioritized contributing factors, and related Fair Housing issues, and integrate the goals and priorities established in the AFH into subsequent plans for the use of HUD.

Chairman Ceballos asked when it would start, to which Ms. Ortiz replied that Tina Martinez was here to further explain.

Tina Martinez, City of Laredo Community Development Department, introduced herself and said Mrs. Ortiz, had helped them and gave them a recommendation.

Chairman Ceballos asked what the deadline to submit for the Housing Authority is.

Ms. Ortiz replied that it is January 2020.

Chairman Ceballos asked if doing it early does not outdate the study.

Ms. Ortiz replied no, The City of Laredo's plan is due a month before LHA.

Chairman Ceballos asked if this job would take about six months.

Ms. Ortiz replied that yes, it would take around six months.

Chairman Ceballos then mentioned that they had a meeting about this and he was asked about possibly adding work related to inventory and vacant lots, and asked Ms. Ortiz if she sees that as something that could be added.

Ms. Ortiz replied that they can definitely discuss it with the consultant that they chose at that time.

Chairman Ceballos added that he would like to know especially if they would to start already and asked if she thinks they would start within the next 60 days.

Ms. Martinez replied that yes, but they want to take it to council in May, therefore yes, they will start within 60 days.

Chairman Ceballos mentioned to Vice-Chairman Dr. Garza and Commissioner Guerra that the idea was that they have all these lots around town and no one seems to have a central list of vacant lots that they can use for affordable housing, and homeless related housing, so they have an idea that there are a lot of vacant lots. Chairman Ceballos argued that he thinks it would be good to work jointly as the City and the Housing Authority, maybe not do every part of the city or every district but, maybe pick some where it could redevelop.

Chairman Ceballos informed that they have not developed a contract, however they have already hired an architectural firm to help them with planning, so they could also do it if they decide that this firm is not a good fit.

Chairman Ceballos mentioned that there are a lot of lots that are not empty lots but, they are deteriorated and that the reason this comes up is because of what happened at Russell Terrace and there was a potential of students leaving the district and it's also a good thing for the school district in order to bring back students to the urban area. He suggested that hopefully, they can reach out to the district and make them a part of that initiative. He also added that there would be economic issues and not that much racial issues since there is urban area and there are economic differences.

Chairman Ceballos moved to approve as presented soliciting them to come back with the prospect of adding the inventory list of abandoned lots and dilapidated homes.

Commissioner Guerra seconded the motion.

Motion passed unanimously.

- G. Discussion and possible action related to the appointment of hearing panel and setting of dates for formal grievance hearing on notice of appeal by tenants M.L., N.R. and M.V. of proposed notice to vacate housing units.

Attorney Ricardo De Anda stated that at this time he will ask for the appointment for members of the hearing panel and continued with comments about the dates for the formal grievance hearing on the notice of appeal by tenants.

Attorney De Anda selected the following for the hearing panel.

M.L. Chairman Ceballos

M.V. Commissioner Magallanes

N.R. Commissioner Guerra

Chairman Ceballos moved to approve recommendation made by Attorney Ricardo De Anda.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

- H. Discussion and possible action on 1994 Ford Ranger pickup truck improperly donated to the Laredo Boys and Girls Club by the previous Executive Director as a surplus LHA vehicle on June 30, 2014.

Chairman Ceballos mentioned that with this particular item he is not prepared to make it right by saying they can keep it. He said that he thinks that given the events of this week with the City, they should prevent it in terms of resending that action and actually collecting the vehicle. He asked if it was a good working vehicle, which he was informed that indeed it was.

Chairman Ceballos asked Ms. Ortiz if they need vehicles in this organization to which Ms. Ortiz responded, yes it could be used. Chairman Ceballos stated that what seemed right for him is to have the asset returned and deal with it in the organization. He informed that he will not vote for them to keep the vehicle even though the Attorney De Anda said they could do that.

Chairman Ceballos stated that he would like to obtain a conflict of interest form.

Chairman Ceballos moved to request that the vehicle be returned to LHA property.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

- I. Discussion and possible action to approve the renewal of the Blue Cross Shield employee group health insurance.

Cesar Vasquez, Human Resources Manager, stated that he was going to present the renewal options that they have for Blue Cross Blue Shield as everyone could see in their packets with the options that the committee had reviewed. He proceeded to inform that they had an increase of 19% however, they would wait to see how March numbers over all would come in based on the ratios that they had showed that they were still at 156% for the month and 107% for the fiscal year.

Chairman Ceballos asked Mr. Vasquez if they were proposing any contributions from the employee at this point. To which Ms. Ortiz replied, not at this point.

Chairman Ceballos stated that he wanted to remind everybody that he does not know what the HUD budget is and that they do not know how that is going to come in in terms of funding so they have the option to make adjustments in plans as they go forward.

Chairman Ceballos asked Mr. Vasquez if they are able to change plans if HUD funds were at a lower level and they need to seek contributions from the employees. To which Mr. Vasquez answered that they could change whatever plan they have, but within the plan cell there could be no adjustments because they were a small group.

Chairman Ceballos asked Ms. Ortiz if they were recommending a particular plan.

Ms. Ortiz said that she was recommending option 2. The deductible would increase, but expenses would stay the same. She stated that the co-insurance would increase from 50% to 70% and the difference would be \$400.00 per year.

Chairman Ceballos asked if this cost was fixed.

Ms. Ortiz replied that it will depend on how many employees they have.

Chairman Ceballos asked what the total budget for this expense was. Ms. Ortiz replied that the total budget was \$600,000 with a 19% increase, to which Chairman Ceballos added that they did do that last month, so that the number in the budget was \$600,000 from last month.

Ms. Ortiz replied yes.

Chairman Ceballos asked if there were any questions for Mr. Martinez.

Vice-Chairman Dr. Garza asked Mr. Martinez if he ever saw a time where he feels that the employee would have contributed. Mr. Vasquez answered that eventually there will be a moment.

Blas Martinez, Laurel Insurance Agency & Associates, Inc., stated as far as he was concerned, any newspaper they open, any financial network they watch, the cost of health insurance employee benefits is getting out of control and more and more people are getting to the point where they have to ask the staff for some kind of contribution. As far as the budget numbers are concerned, the rates are fixed for the full year. If they have a dramatic drop or increase in membership, then they do reserve the right to go back and adjust those numbers. He said he thinks it is 15%. He stated that all of the numbers were based on loss ratios. Acceptable loss ratios were about 75%, unfortunately there had been some claims that have affected their loss ratios as Mr. Vasquez mentioned that the loss ratios were 106%, which is one of the reasons why there was an increase.

He continued by saying that when he first visited with staff with Mr. Vasquez several months back looking for what target they should program for budget, we were looking for about 28% and 35% without knowing what the actual renewal was going to be, so when he saw the 19%, he thought somebody had made a mistake because he knew we had some rough months in the past, therefore 19% was reasonable. As far as the budget is concerned, it could still be said that they are going to pay 100% of the contribution but in a few months if they need to make an adjustment internally, we do have that option.

Chairman Ceballos asked if they don't have to go back to him for any changes if they decide they are going to fund them at a lower level. They would just make that change themselves.

Mr. Martinez mentioned that the rules of the road are that for every group there is, they must contribute at least a 15% of the premium, at least 75% of the population must be enrolled in insurance. He said that as of right now, Laredo Housing Authority was complying with those requirements. He

continued by adding that the plan that they have right now was called the PPO Plan from Blue Cross Blue Shield. Blue Cross Blue Shield has the largest network in the state of Texas and the second largest in the United States, so as far as the population here, they have an excellent number of 99% of population stay in network which is excellent. The discounts that Blue Cross Blue Shield offers are some of the best that they have seen. They are independent brokers, which means they represent a bunch of different companies who do business here in South Texas and from what they have seen in their region here in Laredo, Blue Cross Blue Shield has some very good discounts. Again, speaking of loss ratios, if they came in at a 106% that means that if it was a million dollars, after the discount it would be around \$300,000 or \$400,000.

Mr. Martinez explained the insurance ratio by comparing it with a checking account, if he had \$1,000.00 in his checking account, he writes \$1,500.00 worth of checks, he would have to put more money into the account. The target loss ratios that all insurance companies look for is 75% at least and we were at a 106% which means that they paid out more than what they received. This was the reason for the increase.

Chairman Ceballos said that they had some catastrophic cases, to which Mr. Martinez agreed and added that that was the reason why they had insurance, however this past year only two individuals hit the maximum out-of-pocket expenses, which means people have been using the insurance for the little stuff like checkups and doctor visits, which is what they want, to take care of things before they turn into heart attacks, strokes or something of that magnitude.

Chairman Ceballos added that education was key since many people here in Laredo see a doctor for the first time in the emergency room.

Mr. Martinez mentioned that another point he wanted to bring up was that another service was being offered by the insurance called the Teledoc Medical Services which was a telehealth company that uses telephone and videoconferencing technology to provide on-demand remote medical care via mobile devices, the internet, video and phone. You call an 800 number and they will assign you a doctor. They have English and Spanish services.

Chairman Ceballos asked who is the number one provider in the country.

Mr. Martinez replied that the biggest is UnitedHealth Group, however they work with bigger companies like Goodyear and UPS. He stated that even though UnitedHealth was a good company to work with, Blue Cross Blue Shield had what it needs and better suits this company.

Vice-Chairman Dr. Garza moved to accept the recommendation by the Acting/Interim Executive Director effective June 1, 2017.

Chairman Ceballos seconded the motion.

Motion passed unanimously.

- J. Discussion and possible action to award RFP No. LHA2017_0307_01 Title Insurance, Escrow, and Related Services for the Russell Terrance Revitalization Project and authorize the Acting/Interim Executive Director to negotiate and/or contract with the top evaluated firm.

Frank Lopez, Procurement Officer, discussed the evaluation committee summary.

Chairman Ceballos asked Mr. Lopez just for the record who was in that committee. Bumaro Cruz, Julia Orduna, Jose Collazo and Alma Mata.

Mr. Lopez replied that was correct and that he facilitated them.

Chairman Ceballos informed commissioners that it was title insurance that was being required for the Russell Terrance Revitalization reconstruction RAD effort that it was a request that subsequent to a lot of other things that they have been working on with that project and that at first, they were not informed that this was going to be required so when they were informed, they added it to all the other things that have to go with reconstructing Russel Terrance. He also stated that it is a strict requirement and that they do not have an option, therefore they will have to put this into the project.

Chairman Ceballos stated that as he understood, there was a state standard percentage rate, not including ancillary services that might be available to them, and that would be determined as they negotiate with whoever they decide to work with.

Mr. Lopez agreed with as Chairman Ceballos and added that the projected cost of the Russell Terrance developing work is approximately twelve million and the title insurance for the policy came out to be \$50,964.00 which is regulated by the State of Texas.

Chairman Ceballos asked if there were any questions from the legal team, or if there was anything to add.

Attorney Poneck replied no.

Chairman Ceballos moved that they award this item as presented to Stewart Title and that they enter into negotiations with them to proceed as stated in the item.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

Chairman Ceballos stated that he knew Monica and Yolanda from Stewart Title and asked them if there is anything they would like to add that he might not have covered in terms of the board being informed.

Monica Martinez, Stewart Title & Abstract, introduced herself and stated that as Mr. Frank Lopez stated, all of their rates are regulated by the State of Texas, therefore this was a kind of service that the company would be able to provide and that they were excited to be on board with Laredo Housing Authority with this amazing and huge undertaking and that she knew this was a big thing for The City of Laredo and that they would always want to be their partner through this organization, specially Laredo Housing Authority. She stated that they would be working with them in every possible way.

Chairman Ceballos thanked Ms. Martinez and mentioned that there are not a lot of RAD projects across the country and that they would be one of the few companies that would have the experience of working with this kind of reconstruction project.

Chairman Ceballos thanked her again.

- K. Discussion and possible action related to the Farm Labor Housing Development, the AEI Project Capital Needs Assessment, and the recent Rural Housing Area Office monitoring visit, and to update Farm Labor Occupancy Policy.

Maria Hernandez, Assistant Director of Housing Management, stated that there had been a Project Capital Needs Assessment done on February 10 by AEI.

Ms. Hernandez stated that they recommended replacing all GFIs, fire alarms and putting fire extinguishers in every unit. She also recommended replacing smoke detectors in each bedroom and carbon monoxide detectors hard wired.

Chairman Ceballos asked Mr. Cruz is he's looked at the cost they were projecting he thinks the cost is very low for parking lot and 49 smoke detectors hard wired at \$1,700.

Mr. Cruz replied they needed to check those cost to make adjustments.

Ms. Hernandez mentioned that they were requesting landscaping.

Chairman Ceballos asked Ms. Hernandez what they would be starting with first.

Ms. Hernandez replied the health and safety items first.

Ms. Hernandez will bring this back to the board with the work items.
Chairman Ceballos asked Ms. Hernandez if they needed anything from them for Farm Labor.

Ms. Hernandez replied no.

No action taken.

- L. Discussion and possible action to adopt the Public Housing Maximum Rents effective June 1, 2017 and adopt Resolution No. 17-R-9.

Ms. Hernandez stated they would be increasing their maximum rents for 2 bedroom \$50, 3 bedroom \$40 and the 4 bedroom \$126.

Chairman Ceballos asked if they were only approving flat rents.

Ms. Hernandez replied yes for them to calculate maximum rents for the mixed families.

Chairman Ceballos asked Ms. Hernandez to explain to the Board what a mixed family is and what flat rent consists of.

Ms. Hernandez explained mixed family consists of an eligible tenant that isn't a permeant resident. She also explained that flat rent is market rent charged for a private unassisted rental unit. She stated that the family decides what they want.

Chairman Ceballos moved to approve the Public Housing Maximum Rents effective June 1, 2017 and adopt Resolution No. 17-R-9. as recommended by staff.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

- M. Discussion and possible action to approve the amendment to the Section 8 Housing Choice Voucher (HCV) Program Reasonable Rent policy and adopt Resolution No. 17-R-10.

Ms. Barrientos stated that in December she took a Reasonable Rent policy and is now making two revisions to that policy. The first revision being the optional filters on assisted and unassisted units. Second revision being the compliance with fair housing regulations section that was added to ensure the reasonable rent determination process is not utilized to violate anyone's fair housing rights.

Chairman Ceballos asked Ms. Barrientos how Section 8 is doing.

Ms. Barrientos replied very well, it's improving.

Chairman Ceballos asked Ms. Barrientos if she was getting ready with SEMAP.

Ms. Barrientos replied yes, she's been working with The NELROD Company.

Chairman Ceballos moved to approve the amendment to the Section 8 Housing Choice Voucher Program Reasonable Policy and adopt Resolution No. 17-R-10. recommended by staff.

Commissioner Guerra seconded the motion.

Motion passed unanimously.

- N. Discussion and possible action to approve and update LHA Personnel Policy Section 7(A) - Unauthorized Absences.

Chairman Ceballos moved to entertain both items 9N and 9O.

- O. Discussion and possible action to approve and update LHA Personnel Policy Section 7(B) - Holiday.

Ms. Ortiz stated on item 7(A) that the employee has 30 minutes to call in late and she thinks that's too long of a time to be guessing if the employee will be coming in. She would like to change it to 15 minutes for the employee to report if their tardy.

Chairman Ceballos clarified if the only thing she was changing was reporting.

Ms. Ortiz stated she was also changing item 7(B) and her recommendation was to treat the personal holiday as annual leave and submit requests with 15 calendar days in advance.

Cesar Vasquez, Human Resource Manager explained that they were having many employees requesting with short notice before or after a holiday.

Chairman Ceballos asked Commissioner Guerra on her input on this item.

Commissioner Guerra stated that she agrees with the personal holiday.

Ms. Barrientos, Interim Section 8 Administrator stated that they were fair with staff requesting holidays and verify through the employee personal attendance calendars to verify when they have requested in the past.

Alma Mata, Modernization Coordinator stated that the LHA policy requires employees to work a full day before and after a holiday in order to receive holiday pay unless leave has been previously approved.

Chairman Ceballos thanked Ms. Mata for that important information.

Vice-Chairman Dr. Garza moved to approve the update to the LHA Personnel Policy Section 7(A) – Unauthorized Absences to be reduced to 15 minutes as recommended by Acting/Interim Executive Director.

Commissioner Magallanes seconded the motion.

Motion passed unanimously.

Vice-Chairman Dr. Garza moved to approve the update of the LHA Personnel Policy Section 7(B) – Holidays to require a 15 day notice of the personal holiday request.

Chairman Ceballos amended the motion asking staff to report if any issues arise.

Chairman Ceballos seconded the motion.

Motion passed unanimously.

Chairman Ceballos moved to enter into Executive Session.

Chairman Ceballos stated they would be entertaining items 10A and 10B in Executive Session.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

Chairman Ceballos called all Board of Commissioners, Acting/Interim Executive Director Ms. Ortiz, Attorney Doug Poneck and Attorney Ricardo De Anda to enter into Executive Session.

Board entered into Executive Session at 11:57 a.m.

Board returned from Executive Session at 1:20 p.m.

No action was taken in Executive Session.

Chairman Ceballos stated they would not be taking action on either of these items. He also stated for Ms. Ortiz and management to continue focusing allocation resources needed at Asherton and Farm Labor.


10. ADJOURNMENT

**Vice Chairman Dr. Garza moved to adjourn.
Commissioner Guerra seconded the motion.
Motion passed unanimously.**

Meeting adjourned at 1:30 p.m.



Jose L. Ceballos, Board Chairman



Melissa Ortiz, Acting/Interim Executive Director