I. MEETING CALLED TO ORDER AT 1:34 P.M. BY VICE-CHAIR LISA BALTY. SHE ANNOUNCED THAT A QUORUM WAS PRESENT.


Members Absent: Jimmy Mize, Jerry Huffman, and Ellen Mills

Staff Present: Mark Durand, Keith Johnson, Chelsea Martin, and Kelly Davis

Visitors: Terry Kassabaum, Rhonda McGrath, Paul Dunn, Michelle Kennedy, and Teresa Maryska

II. VICE-CHAIR LISA BALTY REMINDED THE COMMITTEE MEMBERS OF THE CONFLICT OF INTEREST DECLARATION.

III. CONSENT AGENDA

Approval of the July 11, 2017 Minutes

Motion: Committee member Robert Fitzpatrick made a motion to approve the minutes of the July 11, 2017 Executive Finance Committee meeting.

Second: Committee Member Garvey Jackson

In Favor: All

Opposed: None

Abstained: None

Motion: Carries

IV. DISCUSSION AND POSSIBLE ACTION

A. June Financial Reports

Executive Director Mark Durand went through the financial report line by line. He explained that they are doing well on expenses and revenue.
B. Action Item 17-25 Surveillance Policy
Technology Director Keith Johnson presented the Surveillance Policy to the Committee. He discussed video retention, which is 60 days, and explained who is allowed to monitor videos and why. Vice-Chair Lisa Balty asked if this included cell phone video. Mr. Johnson informed her that cell phone video is already addressed in the IT Security Policy. Committee Member Wayne Haglund suggested in Section 5.3.2, add the word workplace to the types of investigations. Vice-Chair Lisa Balty also asked about consent from operators. Mr. Haglund suggested creating another signature block for Operators to sign their acknowledgment of the policy.

Motion: Committee Member Tyane Dietz made a motion to approve the policy with suggested changes made.
Second: Committee Member Gene Lee
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

C. Action Item 17-32 Child Care Operator Budget
Executive Director Mark Durand stated that the contract with Goodwill Industries of Central East Texas could be renewed upon Board approval. He explained their budget. Committee Member Tyane Dietz asked about the “Special Project” section of the budget. Mr. Durand explained that going forward, the money allocated for those projects will be paid from the board level instead of a large lump sum of money going out to provider.

Motion: Committee Member Kelli Marshall made a motion to approve the Child Care Operator Budget.
Second: Committee Member Garvey Jackson
In Favor: All
Opposed: None
Abstained: None
Motion: Carries

V. ANY OTHER ACTION ITEMS REQUIRING ATTENTION DUE TO ANOTHER COMMITTEE NOT MAKING QUORUM.
None

VI. PRESIDING OFFICER TO ADJOURN THE EXECUTIVE FINANCE COMMITTEE MEETING.
Vice-Chair Lisa Balty adjourned the meeting at 2:06 p.m.
Duly passed and approved on this 12th day of September, 2017.

James Mize, Chairman

Attest:

Kelly Davis, Executive Coordinator

This institution is an equal opportunity provider and employer. Auxiliary aids and services are available, upon request, to individuals with disabilities.