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**Executive/Finance Committee Meeting**  
**Staples Career Center, 520 N. Staples Street, Conference Room #1**  
**Corpus Christi, Texas**  
**November 14, 2019 – 4:00 pm**

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**AGENDA**

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- I. Call to Order: *Victor M. Gonzalez, Jr., Chair*
- II. Roll Call: *Rosie Collin, Secretary*
- III. Announcement on Disclosure of Conflicts of Interest  
*Any Conflicts of Interest or Appearance of a Conflict of Interest with items on this agenda shall be declared at this time. Members with conflicts will refrain from voting, and are asked to refrain from discussion on such items. Conflicts discovered later in the meeting shall be disclosed at that time. Note: Information on open meetings is included at the end of this agenda.*
- IV. Public Comments
- V. Discussion and Possible Action on Minutes of the September 19, 2019 Executive/Finance Committee Meeting
- VI. Chairman’s Report: *Victor M. Gonzalez, Jr.*
- VII. President/CEO’s Report: *Ken Trevino*
  - Business Development, Public Relations and Organizational Update
- VIII. Committee Reports
  - \* *Child Care Services* *Marcia Keener, Chair*
  - \* *Public Relations* *Jesse Gatewood, Chair*
  - \* *Workforce Services* *Velma Soliz-Garcia, Chair*
  - \* *Ad Hoc Nominating* *Mary Gleason, Chair*
- IX. Discussion and Possible Action to Approve FY 2020 Budget Amendment #1: *Shileen Lee*
- X. Discussion and Possible Action to Amend the Partnership Agreement between The Coastal Bend Workforce Development Board and the Chief Elected Officials Council: *Ken Trevino*
- XI. Discussion and Possible Action to Authorize the President/CEO to Execute the Contract for Financial Audit Services: *Ken Trevino*
- XII. Discussion and Possible Action to Authorize the President/CEO to Execute a Contract for Janitorial Services: *Ken Trevino*
- XIII. Discussion and Possible Action to Approve Fiscal Policy: *Shileen Lee*
  - 1. Policy #2.0.207.00 – Check Signature

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XIV. Information Only:

1. Facilities Update: *Amy Villarreal*
2. Financial Report: *Shileen Lee*
3. Update on Future Procurements and Contract Renewals: *Robert Ramirez*
4. Performance Measure Update: *Amy Villarreal*
5. Draft Agenda for the December 12, 2019 Annual Board of Directors Meeting: *Ken Trevino*

XV. Adjournment

**Note:** Except for expressly authorized closed sessions, meetings, discussions, and deliberations of the Board or Committees will be open to the public. Voting in all cases will be open to the public. Board members are advised that using personal communication devices to discuss Committee and Board business during the meeting may be a violation of the Texas Open Meetings Act. Such communications also may be subject to the Texas Public Information Act.

**Closed Session Notice.** PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.