

TECH PREP OF THE RIO GRANDE VALLEY, INC.
MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
12 noon Tuesday, November 28, 2006 – Best Western Palm Aire Motel and Suites, Weslaco, Texas

DIRECTORS PRESENT:

John A. Edwards, Ph.D.	UTPA, Vice President for Enrollment and Student Services
Linda Fossen	UTB/TSC, Associate Vice President for Enrollment Planning
Robert Gomez	TSTC Harlingen, Vice President for Financial Services
Pat Hobbs	TSTC Harlingen, Vice President for Student Learning
Daniel King, Ph.D.	Hidalgo ISD, Superintendent of Schools
Dean LaFever	Texas Gas Service Company, Director for Rio Grande Valley
Sam O. Olivarez	Barrera's Supply Co., Inc., President
Mark Rainey, PHR	South Texas Health Systems, Associate Administrator
Hollis V. Rutledge, Jr.	Hollis Rutledge and Associates, Inc., President and CEO
Joe Vasquez	Mid Valley Health Systems/Knapp Medical Center, Vice President of Human Resources
Stephen M. Vassberg	Community Volunteer
Richard Vaughan	Burton Auto Supply, President
Perry A. Vaughn	Associated General Contractors of the Rio Grande Valley, Executive Director

DIRECTORS ABSENT:

Adrian A. Arriaga, CCIM, CIPS	AAA Real Estate & Investments, Broker/Owner
Nicolas (Nick) Gonzalez	South Texas College, Director of Public School Relations
Robert Leftwich	Lockheed Martin, Material Planning
Minnie Lucio	Cameron County Workforce Centers, Brownsville, Community Coordinator
Cesar Maldonado, P.E.	Maverick Engineering Inc., Vice President of Systems Development
Joey Treviño	Half Associates, Planning/Business Development
Rolando Vela	Time Warner Cable, Public Affairs Manager
Linda Wade, Ph.D.	Harlingen CISD, Superintendent of Schools

ASSOCIATE MEMBERS PRESENT:

Hernan Gonzalez	Economic Development Corporation of Weslaco, Executive Director
Arnold Pedraza	Utility Engineering Specialists, Owner
Felipe Reyes	Region One Education Service Center, Career and Technology Education Specialist

ASSOCIATE MEMBERS ABSENT:

Michael (Mike) Barrera, Ed.D.
Charles Champion, Jr.
Roberto F. Loredó
Jose G. Martin, Ph.D.
Janice H. Mumford
Robert Rodriguez
Estella L. Trevino
Ron Tupper, M.S.
Romeo Villarreal

McAllen ISD, Lead Director for Middle School Instruction and CTE
Brownsville ISD, Special Projects Officer
PSJA ISD, Assistant Superintendent for Administration and School Operations
UTB/TSC, Provost and Vice President for Academic Affairs
Community Volunteer
South Texas Career and Technology Association, Vice-President
Edinburg Housing Authority, Executive Director
El Milagro Clinic, Chairman, Board of Directors
Romeo Villarreal Rental Properties, Owner

EMERITUS MEMBERS ABSENT:

Eduardo A. Campirano
Ray Elledge
Ed Tamayo

Brownsville Public Utilities Board, Assistant General Manager & Chief Operations Officer
Texas Commercial Energy, Division Manager
First Community Bank, Executive Vice President

GUESTS PRESENT:

Belinda Garces
Gisela Figueroa
Naomi Perales

South Texas College, Dual Enrollment Workforce Program Specialist
TSTC Harlingen, Director of Accounting
Texas Gas Service Company, Community Relations Representative

STAFF PRESENT:

Patricia G. (Pat) Bubb
Yvette Garza
Lilia Perez

Tech Prep RGV, Executive Director
Tech Prep RGV, Administrative Assistant
Tech Prep RGV, Secretary

Pursuant to notice duly given, a meeting of the Tech Prep RGV Board of Directors was held at the above time and place with the above persons participating. A quorum was present and participating, allowing actions to be taken. Board Vice President Sam Olivarez chaired the meeting in the absence of Board President Cesar Maldonado, and Yvette Garza served as secretary.

Agenda Item	Key Points Discussed	Actions to Be Taken	Person Responsible and Timelines
Call to Order/ Welcome	<p>Board Chair Sam Olivarez called the meeting to order. Olivarez gave the invocation and led the pledge of allegiance.</p> <p>Self-introductions followed. Olivarez welcomed all.</p> <p>There were no public comments.</p>	No action required	Not applicable
Board Bytes	<p>Board Chair Olivarez called on Board Member Dean LaFever. LaFever introduced Naomi Perales, Community Relations Representative for Texas Gas Service. LaFever and Perales then presented a donation from Texas Gas Service Company for the Dr. Lauro F. Cavazos Scholarship Fund.</p> <p>Executive Director Pat Bubb gave an overview of the federal and state laws governing Perkins Tech Prep funds and the Board's role and responsibilities.</p>	No action required	Not applicable
Action Item 1: Consider/Approve Board Minutes of September 26, 2006	The minutes of the Board meeting of September 26, 2006, were approved on motion made by Pat Hobbs, seconded by Robert Gomez, and unanimously carried.	File minutes for record	Staff
Action Item 2: Consider/Approve Finance & Bylaws Committee Reports and Recommendations	<p>Finance and Bylaws Co-Chair Robert Gomez presented the Committee's report and recommendations, which were as follow:</p> <ul style="list-style-type: none"> ● FY07 budget is currently \$1,030,070 ● Recommend approval of FY07 financial reports ● Recommend approval of \$36,785 budget for AmeriCorps*Texas planning grant ● Recommend approval of fund-raising report and related proposals, projects, and contracts (if funding awarded) ● Recommend that Dr. Lauro F. Cavazos Scholarships for FY07 be awarded as outlined in fund-raising report: \$2,500 scholarship good for any college or university; \$400 Lockheed Martin Engineering Scholarship; and all scholarships funded by local colleges and universities ● Recommend that Board support the Marketing & Awards Committee's 	Work under approved budgets and enter into agreements as appropriate to implement approved plans.	Board, Committee and staff

	<p>fund-raising campaign</p> <ul style="list-style-type: none"> • Recommend that January Board meeting be moved to February • Recommend that Board members review Bylaws and Policies—recommendations to be brought in February 2007 <p>After discussion, on motion made by Robert Gomez, seconded by Dr. John Edwards, and unanimously carried, the Finance and Bylaws Committee’s report and recommendations were approved.</p>		
Action Item 3: Consider/Approve Marketing & Awards Committee Reports and Recommendations	<p>Marketing and Awards Committee Chair Dean LaFever presented the Committee’s report and recommendation. The recommendation made was to for the Board to authorize the committee to complete a request-for-application process and for the President then to sign a contract for fund-raising services with contractor recommended by this committee</p> <p>After discussion, on motion made by Dean LaFever, seconded by Robert Gomez, and unanimously carried, the Marketing and Awards Committee’s reports and recommendations were approved.</p>	Continue working	Board, Committee and staff
Action Item 4: Consider/Approve Nominations Committee Reports and Recommendations	<p>Nominations Committee Chair Perry Vaughn presented the Committee’s report and recommendations.</p> <ul style="list-style-type: none"> • Richard Vaughan has been moved to full Directorship as result of action taken by voting members at annual meeting on October 31 • Committee recommends that officers and committee appointments for 2006-07 remain the same as for 2005-06, as follows: President/Board Chair/Executive Committee Chair..... Cesar Maldonado, P.E. Vice President Sam O. Olivarez Treasurer Robert Gomez Curriculum/Work-Based Learning and Professional Development Committees Chairs Dr. Linda Wade and Dr. Daniel King Finance and Bylaws Committee Chairs Joe Vasquez and Robert Gomez Marketing and Awards Committee Chair Dean LaFever 	Continue working	Board, Committee, and staff

	<p>Technology Initiatives Committee Chair Sam O. Olivarez Universities and Colleges Committee Chair Pat Hobbs</p> <p>After recommendation, and on motion made by Perry Vaughn, seconded by Dean LaFever, and unanimously carried, the Nominations Committee’s report and recommendations were approved.</p>		
5.A Committee Reports, Curriculum/Work-Based Learning and Professional Development	<p>Dr. Daniel King, Curriculum/Work-Based Learning and Professional Development Committees Co-Chair, reported on the committee’s activities which were as follow:</p> <ul style="list-style-type: none"> • 11/07/06--successful Lower Rio Grande Valley Counselors’ Network meeting held • 11/14/06--Joint committee meeting, with Universities & Colleges and LRGV P-16 Council • 11/29/06—Tech Prep Regional Conference to be held at South Padre Island Radisson; Teacher of the Year Awards will be presented there • 01/30/07—next LRGV Counselors’ Network meeting, 9:30 a.m., Weslaco • 02/13/07—next joint committee meeting scheduled for 9:30 a.m., again with Universities & Colleges Committee and LRGV P-16 Council • 02/15-16/07—13th Annual Counselors’ Institute, Sheraton South Padre • Blanca Munoz, contractor has conducted activities including contacts for evaluation study by UT-Dallas 	Continue working	Board, Committee, and staff
5.B Committee Reports, Executive	There was no report.	Continue working	Board, Committee and staff
5.C Committee Reports, Finance and Bylaws	There was no additional report.	Continue working	Committee and staff
5.D Committee Reports, Marketing and	There was no additional report.	Continue working	Committee, and staff

Awards			
5.E Committee Reports, Nominations	There was no additional report.	Continue working	Board and Committee
5.F Committee Reports, Partnerships	<p>Executive Director Pat Bubb reported for the committee in the absence of Committee Chair Adrian A. Arriaga. Bubb gave an overview of current MOUs which are as follow:</p> <ul style="list-style-type: none"> • Current MOUs <ul style="list-style-type: none"> – ALA partnership – Cameron Works – WorkFORCE Solutions – Two Spaceport boards – Various hospitals for work-based learning – RGV Allied Health Training Alliance – 1st Generation Project MOUs • Cameron County Youth Coalition meeting held on October 31, 2006 	Continue working	Board, Committee, and Staff
5.G Committee Reports, Technology Initiatives	<p>Committee Chair Sam Olivarez, and Executive Director Pat Bubb gave the committee's report, as follows:</p> <ul style="list-style-type: none"> • Advanced Manufacturing (A-MAN) high school project is well underway • A-MAN partners did well in BEST Robotics competition at Texas A&M Kingsville on October 28, 2006 • Work is underway to establish regional BEST Robotics HUB in this region for the October 2007 competition—will be based at UTPA, but involve a large group of regional partners, including, but not limited to, TSTC Harlingen 	Continue working	Staff
5.H Committee Reports, Universities and Colleges	<p>Committee Chair Pat Hobbs gave the committee's report which was as follows:</p> <ul style="list-style-type: none"> • Implementation of CATEMA is continuing • Upward-articulation agreement in engineering/ science between TSTC and UTPA has almost been completed • Working to develop regional template for comprehensive Tech Prep graduation plans fitting in with model of AchieveTexas 	Continue working	Committee, and staff

	<ul style="list-style-type: none"> • College for Texans activities are continuing • Next meeting, held jointly with Curriculum/Work-Based Learning and Professional Development Committees, as well as LRGV P-16 Council, set for 9:30 a.m. on 02/13/07 in Weslaco <p>Linda Fossen from UTB commented that she still sees a big gap of knowledge for postsecondary opportunities while in High School. There is a public relations challenge that needs to be considered. Many parents have not been aware about the credits high school students could be receiving for work done in high school.</p> <p>Richard Vaughan shared information about the way his company helps employees and their families with scholarships for continuing education.</p>		
6. Staff Reports	Executive Director Pat Bubb referred all to the staff reports included in the briefing packet and gave an overview of her duties as Executive Director.	None required	Not applicable
OTHER BUSINESS; ADJOURN	<p>Meeting Chair Sam Olivarez reported that the next Board meeting will be held on February 27, 2007, at 12:00 noon, in Weslaco.</p> <p>There was no further business to come before the Board; so the meeting was adjourned at approximately 1:00 p.m.</p>	None required	Not applicable

Respectfully submitted,

Yvette Garza, Secretary of the Meeting