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**TEXAS SOUTHMOST COLLEGE DISTRICT**

**Minutes of the Regular Meeting of the Board of Trustees**

**January 20, 2022**

The Board of Trustees of the Texas Southmost College District convened in open session on January 20, 2022 at 5:30 p.m. Board Members present were Mr. Ruben Herrera, Chair; Dr. Tony Zavaleta, Vice Chair; Ms. Eva Alejandro, Secretary; Mrs. Adela Garza; Ms. Alejandra Aldrete; Mrs. Delia Saenz; and Mr. J.J. De Leon. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College.

**REGULAR MEETING  
AGENDA**

**1. Call to Order**

The meeting was called to order by Chair Herrera at 5:30 p.m. He called role and confirmed a quorum.

**2. Pledges of Allegiance**

Vice Chair Zavaleta led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

**3. Public Comment**

Chair Herrera asked if there were any speakers signed up for public comment. There were no public speakers.

**4. Presentations**

**a. Rotary Club of Brownsville Sunrise**

Chair Herrera called upon Ana Putegnat Garcia, Sunrise Rotary Club President, and Lizandro Garcia, Sunrise Rotary Club Treasurer, to present the item. Ms. Putegnat Garcia presented TSC with a check for \$2,000 to be used for student scholarships. The Board of Trustees and Rotary Club members participated in the official check presentation.

The item was for information only. No action was taken.

**b. Annual Investment Report for Fiscal Year Ended 2021**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the agenda item. She introduced Mr. Carlos Pecero, Controller, to present Annual Investment Report for Fiscal Year ended 2021.

The item was for information only. No action was taken.

**c. Monthly Financial Statement Report for the month ended November 30, 2021**

Dr. Gisela Figueroa, Vice President of Finance and Administration was called upon to present the agenda item. She introduced Mr. Carlos Pecero, Controller, who presented the monthly financial statement report for the month ended November 30, 2021.

There were no questions from the board. The item was for information only. No action was taken.

**d. First Quarter Investment Report for Fiscal year 2022**

Mr. Carlos Pecero, Controller, was called on to present the First Quarter Investment Report for Fiscal Year Ended 2022.

There were no questions from the board. The item was for information only. No action was taken.

**e. All Institutional CARES expenditures report**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She reported on new institutional CARES grant fund expenditures.

Secretary Alejandro commended Dr. Figueroa and Mr. Pecero for their excellent work and extensive knowledge they bring to the college.

The item was for information only. No action was taken.

**9. Facilities Committee**

Chair Herrera called on Trustee Saenz to present the report.

**a. Consideration and possible action on award RFQ 22-07 for "Architectural/ Engineering (A/E) Services for Construction of New Thermal Plant"**

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Jaime Salazar, Associate Vice President of Operations, were called on to present the item. Mr. Salazar reviewed the RFQ process, including the timeline, scope of work, the evaluation committee, review criteria and scoring,

and budget and financial impact. Four vendors submitted proposals, with Gomez Mendez Saenz, of Brownsville, receiving the highest score from the committee.

**Trustee Saenz made a motion to award RFQ 22-07 for "Architectural/ Engineering (A/E) Services for Construction of New Thermal Plant" to Gomez Mendez Saenz, Inc. and authorize President Rodríguez to negotiate and execute the contract to prepare construction documents in accordance to the "Request for Competitive Sealed Proposals" (RFP) project delivery method permitted under Government Code 2269. The motion was seconded by Secretary Alejandro and carried unanimously.**

**b. Consideration and possible action on contract renewal for Property and Casualty Insurance for FY 2021-2022**

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Jaime Salazar, Associate Vice President of Operations, were called on to present the item. Mr. Salazar reviewed the RFP Timeline, Risk Management, and the Budget and Financial Impact. The Board engaged in a discussion of coverage provided under the contract.

**Trustee Saenz made a motion to approve annual contract for Property and Casualty Insurance with TASB Risk Management Fund through RFP 20-09 for FY2021-2022. The motion was seconded by Trustee De Leon and carried unanimously.**

**c. Facilities update**

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Jaime Salazar, Associate Vice President of Operations, were called on to present the item. Mr. Salazar reported out on the status of the JC Penny's roof repair, Dillard's roof, campus parking lot improvement, TSC Courtroom and Criminal Justice Program project, and the Oliveira 2<sup>nd</sup> floor restroom.

The Board engaged in a discussion of ongoing projects at in the Oliveira Student Center.

The item was for information only. No action was taken.

**10. Policy Committee**

Chair Herrera called on Vice Chair Alejandro to present the report.

**a. Consideration and possible action on CAK Local: Appropriations and Revenue Sources-Investments**

Mr. Ruben Pena, Legal Counsel, was called upon to present the item. Mr. Pena said the board is required to review the investment policy annually. He reviewed all aspects of the policy, from investment authority to the annual audit requirements, and confirmed there had not been any changes since the last review.

**Secretary Alejandro made a motion to acknowledge annual review of CAK Local: Appropriations and Revenue Sources – Investments. The motion was seconded by Trustee Aldrete and passed unanimously.**