

**FINANCE COMMITTEE MEETING  
AGENDA**

May 16, 2024  
12:30 P.M.

**BOARD OF TRUSTEES**

Daniel T. Barrett  
*Chairman*

Mary Rose Brown  
*Vice Chairman*

Donnie Windham Whited  
*Secretary*

Graciela A. Cigarroa  
*Treasurer*

Roberta L. Krueger, M.D.  
Hon. Sandee Marion  
Hon. Polly Jackson Spencer  
Richard P. Usatine, M.D.  
Margaret M. Vera

Sheriff Javier Salazar  
*Ex-Officio Member*

Sam Williams, Jr.  
*Member Emeritus*

Ira Smith, Jr.  
*Member Emeritus*

Jelynn LeBlanc Jamison  
*President/  
Chief Executive Officer*

**I. CALL MEETING TO ORDER/ CERTIFICATION OF QUORUM**

**II. APPROVAL OF MINUTES**

Finance Committee Meeting of March 21, 2024

**III. ADMINISTRATIVE OPERATIONS REPORT**

Accounting Department Reports – February 2024 and March 2024 - *Robert Guevara*

- Center's Checks
- Wire Transfers
- Line of Credit Disbursements

**IV. ACTION ITEMS**

1. Review and Recommendation to the Board of Trustees for Acceptance of the CY 2024 First Quarter Performance Report of the Center's 401(a) and 457(b) Accounts from Morgan Stanley - *Hunter Stanco*
2. Review and Recommendation to the Board of Trustees for Acceptance of the Center's Financial Statements for the period ending February 29, 2024, and March 31, 2024 – *Robert Guevara*
3. Review and Recommendation for Approval to the Board of Trustees for the President/CEO to Negotiate and Execute a Contract with Prosumers International for the Provision of Consumer Operated Services – *Adam Velez*
4. Review and Recommendation for Approval to the Board of Trustees for the President/CEO to Negotiate and Execute a Contract with Pamela W. Deegear for the Provision of Grant Writing Services – *Adam Velez*
5. Review and Recommendation for Approval to the Board of Trustees for the President/CEO to Negotiate and Execute a Contract with Relias, LLC for the Provision of a Learning Management System – *Adam Velez*

6. Review and Recommendation of Approval for the President/CEO to Execute a Contract with Canon U.S.A. Inc. for the provision of a Center Print Shop Printer – *Adam Velez*
7. Review and Recommendation to the Board of Trustees for Ratification of a Resolution authorizing the President/CEO to request to the Texas Department of Housing and Community Affairs (TDHCA) to become a Reservation System Participant to access HOME funds an authorizing the Clinical Director to execute certain documents on behalf of The Center for Health Care Services. – *Robert Guevara*
8. Review and Recommendation to the Board of Trustees for Acceptance of the Budget Assumptions and Center Wide Targets for Fiscal Year 2025 – *Robert Guevara*

## **VI. REVIEW OF DATE FOR NEXT MEETING**

The next Finance Committee Meeting is scheduled for July 18, 2024, at 12:30 pm.

## **VII. ADJOURNMENT**

### **Accessibility Statement**

*This meeting site is accessible to disabled persons. Persons with disabilities who plan to attend this meeting and who may need assistance should contact CHCS at 210-261-1006 two working days prior to the meeting so that appropriate arrangements can be made. 6800 Park Ten Blvd, Suite 200-S is wheelchair accessible and accessible parking spaces are available.*

*The Center for Health Care Services Finance Committee reserves the right to adjourn into executive session at any time to discuss any of the matters listed above, as authorized by Texas Government Code § 551.071 (Consultation with Attorney) § 551.072 (Deliberations about Real Property) and § 551.074 (Personnel Matters).*