

THE SOUTH CENTRAL TEXAS REGIONAL CERTIFICATION AGENCY, INC.

REGULAR BOARD OF DIRECTORS MEETING

(Virtual)

Monday, July 25, 2022
2:00 p.m.

South Central Texas Regional Certification Agency
Virtual Meeting
3201 Cherry Ridge St. Bldg. B, Ste 210
San Antonio, TX 78230

AGENDA

The Board of Directors of the South Central Texas Regional Certification Agency, Inc. will hold its Regular Board meeting on **Monday, July 25, 2022, at 2:00 p.m., at the South Central Texas Regional Certification Agency, Virtual Meeting, 3201 Cherry Ridge St, Bldg. B Ste. 210, San Antonio, Texas 78230.** Verification of Notice of Meeting and Agenda are on file in the office of the Executive Director. The Board will consider, discuss, and take appropriate action regarding the following items, unless otherwise noted therein:

I. Call to Order

II. Citizens to be Heard

III. Review, Discussion and Consideration of the Minutes for June 27, 2022

IV. Finance Committee Report

- A. Briefing, Discussion and Consideration of Financial Report for April 2022
- B. Briefing, Discussion and Consideration to set aside funds from the Checking account totaling \$30,000.00; \$15,000.00 each to conduct a full Financial and Certification audit for the SCTRCA FY 2022
- C. Briefing and Discussion regarding the Financial Audit Request for Proposal
- D. Briefing, Discussion, and Consideration to approve Satterfield & Pontikes Construction as a Corporate Sponsor at the Silver Level Sponsorship

V. Marketing Committee Report

- A. Briefing and Discussion on the SCTRCA's Outreach Events/Mixers for FY 2022-2023
- B. Briefing and Discussion on the Business Opportunity Academy (BOA) upcoming event

VI. Policy, Procedure and Personnel Committee

- A. Briefing, Discussion, and Consideration of the Executive Director Job Description
- B. Briefing, Discussion, and Consideration of Advertising the Executive Director Job Description and appointing LM Tatum, PLLC as the point of contact for receiving resumés
- C. Briefing and Discussion on current SCTRCA Policies

VII. Ad-Hoc Certification Audit Committee Report

Briefing, Discussion, and Consideration of approving a Request for Proposal (RFP) document for 2022 Auditing Services for Internal Controls for DBE, HUB and Business Enterprise Certification, to include Certification Policies and Procedures

- VIII. Executive Director's Report**
 - A. Certification Activity Report
 - B. Outreach Activity Report
 - C. SCTRCA Entity Update

- IX. Board Chair's Report**

- X. Future Business**

- XI. Adjournment**

*A closed meeting, if required, is authorized by statute. If, during the course of the meeting, any item listed on the agenda should require discussion in closed meeting, the Board will convene in Closed Session in accordance with Texas Government Code Sections 551.071-551.089. No action shall be taken during a closed meeting. The Board will reconvene in open session before the meeting is adjourned.

This meeting site is accessible to individuals with disabilities and the general public. If you have a disability and require special accommodation, please call (210) 227-4722 ext. 304 at least one business day before the meeting. Parking is available. Auxiliary aids and services are available upon request (interpreters for the deaf and/or hearing impaired must be requested forty-eight [48] hours prior to the meeting). For assistance, call (210) 207-7245 voice/TTY.

Note: With the current meeting being virtual, we ask if you are a **Citizen to be heard**, please RSVP, by emailing Charles Johnson, Executive Director at cjohnson@sctrca.org and a meeting link will be emailed to you.

