



Board of Directors Board Meeting Minutes

Tuesday, December 07, 2021 at 5:00 PM

at 2000 Texas Ave. El Paso TX 79901

Public	P/A/PY	Low Income Rep.	P/A/PY	Private	P/A/PY
Gabriella M. Reed	P	Marla Jo St. Leon	P	Fernando Escobedo	A
Judge Nina Serna	PY	Sylvia Carreon	P	Alberto Mesta	P
Commissioner David Stout	PY	Laurencio Bosquez	P	Loren Cartagena	P
Senator César Blanco	P	Paulina López	P	Fred Perea	P

P=In Person, V=Virtual, A=Absent, PY=Proxy

STAFF

P: Laura Ponce, Executive Director	P: Martin Dominguez, Chief Financial Officer
P: Andrea Cortez, Exec. Assistant & Outreach Coord.	V: Mona Mangloña Jacobs, Chief Program Officer

GUESTS

P: Cassandra Urrutia, Office of Senator Blanco

PROCEEDINGS

- I. **Call to Order** – The meeting was called to order at 5:00 PM by Gabriella Reed.
- II. **Certification of Quorum** – Quorum was certified by Ms. Ponce, Executive Director.
- III. **Public Comment** – There was no public comment.
- IV. **Consent Agenda:**
 - A. Ms. Ponce requested that reports and other agenda items that were not urgent be tabled due to an unforeseen circumstance that affected all Project BRAVO staff. The board of directors was informed of the situation and proceeded with the meeting as requested. **A motion was made by Laurencio Bosquez to table the Consent Agenda which consisted of the following: October 25, 2021 Board Minutes, October 2021 Community Services Report, October 2021 Weatherization Program Report, October 2021 Housing Program Report, October 2021 Human Resources Report, and the October 2021 Strategic Plan Report. The motion was seconded by Senator Blanco. The motion passed unanimously.**
- V. **Committee Reports:**
 - A. **Executive Committee:** Ms. Reed tabled the Executive Reports for the following board meeting. **No action was taken.**

- B. Financial Committee: Review and accept the September and October 2021 Finance Reports:** Ms. Reed asked for the September and October 2021 Finance Reports to be tabled for the next board meeting. **A motion was made by Sylvia Carreon to table the September and October 2021 Finance Reports. The motion was seconded by Marla Jo St. Leon. The motion passed unanimously.**

VI. New Business:

- A. Questions & Answers Session for Potential Public Sector Board Representative Christina Sanchez to Serve on the Project BRAVO Board of Directors as Designee for County Attorney Jo Anne Bernal. Approval Pending Board Discussion:** The board of directors had a brief discussion regarding Ms. Sanchez' qualifications to serve on Project BRAVO's Board of Directors. **A motion was made by Senator Blanco to Accept to the Board of Directors Christina Sanchez as Public Sector Board Representative as Designee for County Attorney Jo Anne Bernal. The motion was seconded by Marla Jo St Leon. The motion passed unanimously.**
- B. Presentation of the Nominating Committee 2022 Slate of Officers for the positions of Chair, Vice Chair, Secretary, and Treasurer for the Board of Directors of Project BRAVO. Nominations from the floor for additions to the ballot:** Ms. Reed presented the slate of officers that was determined by the Nominating Committee. The slate of officers that was presented was as follows: Fred Perea for Board Chair, Loren Cartagena for Vice Chair, Paulina Lopez for Secretary, and Alberto Mesta for Treasurer. Ms. Reed called for nominations from the floor for additions to the ballot, to which there were none. **No action was taken.**
- C. Officer elections, counting of the ballots, review of election results, and approval of election results for 2022 officers for the Project BRAVO Board of Directors:** The board members were handed a ballot and Ms. Reed motioned for the board to fill in their votes. Completed ballots were collected and counted by the Executive Assistant and the Chief Finance Officer. The following individuals were elected: Fred Perea for Board Chair, Loren Cartagena for Vice Chair, Paulina López for Secretary, and Alberto Mesta for Treasurer. **A motion was made by Senator Blanco to approve the election results for the 2022 Officers for the Project BRAVO Board of Directors. The motion was seconded by Laurencio Bosquez. The motion passed unanimously.**
- D. Call for volunteers to serve on the Finance, Fundraising, and Code of Conduct Committees:** Ms. Ponce called on volunteers to serve on the Finance Committee, with newly elected Board Treasurer, Alberto Mesta, serving as chair. Sylvia Carreon volunteered to continue serving on the Finance Committee. The board recommended Fernando Escobedo, who was not present, to continue serving on the Finance Committee. **No action was taken.**
- E. Service Award Presentation to Gabriella M. Reed, outgoing Public Elected Designee Board Chair Representing County Attorney Jo Anne Bernal:** Ms. Ponce presented Ms. Reed with a Service Award in honor of the work she has provided to Project BRAVO in her service as a Board Member since 2017. **No action was taken.**

VII. Old Business:

- A. Discuss Process for the 2021 Performance Evaluation of the Project BRAVO Executive Director per Organizational Standard 7.4:** Ms. Reed announced the process for completing Ms. Ponce's 2021 performance evaluation. Ms. Reed emphasized the need for input from all board members. **No action was taken.**

VIII. Adjourn to Executive Session:

This meeting is to be closed to review and discuss personnel matters under Tex. Gov't Code 551.074. Should any final action, decision, or vote be required in the opinion of the Board of Directors with regard to any matter considered in such closed meeting, then the Board may take action, decision, or vote on a matter posted for closed meeting when it reconvenes in open session.

There was no Executive Session.

IX. Community Updates: There were no community updates. **No action was taken.**

X. Confirm Next Meeting Date/Time: The meeting was confirmed for Tuesday, January 25, 2022, with time and location To be Determined.

XI. Adjournment: Gabriella Reed made a motion to adjourn the meeting. Senator Blanco seconded the motion. The motion passed unanimously and the meeting was adjourned at 5:13 PM.