

**NOTICE OF REGULAR MONTHLY MEETING AND AGENDA
POLLOK REDTOWN WATER CORPORATION
January 24, 2022**

Notice is hereby given that the monthly meeting of the Board of Directors for Pollok-Redtown Water Supply Corporation will be held at the business office at 5:30 P.M. on Monday, January 24, 2022. The public is invited to attend.

The Agenda for meeting is as follows:

- I. Call meeting to order
- II. Establish Quorum
- III. Invocation
- IV. Approval of minutes from previous meeting
- V. Approval of financial statements from previous months
- VI. Open public forum. Petitioners may present their concerns, but no action can be taken until following meeting. Petitioner has 15 minutes to present their concerns.
- VII. Unfinished business
- VIII. New business
 1. Review Election Procedures for 2022
 2. Board of Director Changes
 3. Annual Employee Review
- IX. Office Report
 1. Thomas Woods
 2. Morgan Oil
 3. GETCAP Program
 4. Water loss
 5. Rates
 6. EPP
- X. Operator's report
- XI. Executive session if necessary
- XII. Action on Executive Session
- XIII. Adjourn Meeting

FILED
AT 10:35 O'CLOCK A.M.
JAN 19 2022
AMY FINCHER
County Clerk, County Court at Law
Angelina County, Texas
By AK

Notice Posted by:

Joseph Chase

Date:

1-19-22

AGENDA

BURKE BOARD OF TRUSTEES MEETING

Central Administration Building
2001 South Medford Dr., Lufkin, Texas 75901

By Zoom: <https://bit.ly/3I8MGmf>
Meeting ID: 861 9365 4117 / Passcode: 397689

Tuesday, January 25, 2022
1:00 P.M.

The Board meeting will be called to order at 1:00 p.m.

FILED
AT 9:50 O'CLOCK A.M.
JAN 19 2022
AMY FINCHER
County Clerk, County Court at Law
Angelina County, Texas
By mcs

- I. CALL TO ORDER, INVOCATION AND RECOGNITION OF GUESTS
- II. INVITE COMMENTS FROM VISITORS

In accordance with Texas Open Meetings Act under Government Code Title 5, Subtitle A, Chapter 551, Subchapter F; this meeting will be held both in-person at 2001 S. Medford Drive or by video via zoom at <https://bit.ly/3I8MGmf>

It is the policy of the Board of Trustees that these comments will be limited to three minutes unless otherwise approved by the Board. Visitors who desire to speak on an agenda item must complete a [request form](#) by 10 a.m. the morning of the board meeting unless the agenda item is a closed session item, then the request must be completed at least 24 hours prior to the start of the meeting. Requests may also be made in person at the Burke Central Administration office at 2001 S. Medford Drive in Lufkin during regular business hours. Board Response: Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board may not deliberate, discuss, or make any decision on any subject not on the agenda.

- III. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING
- IV. THE BOARD WILL CONSIDER AND TAKE ACTION UPON THE FOLLOWING ITEMS:

A. BUDGET AND FINANCE COMMITTEE

- 1. Consideration of FY 2021 Financial and Compliance Audit
- 2. Consideration of Response to FY 2021 Audit Management Letter
- 3. Consideration of Treasurer's Report
 - a. November, 2021
 - b. December, 2021

B. PROGRAM COMMITTEE

- 1. Consideration of Center's FY2022 Strategic Initiatives
- 2. Discussion of Annual Evaluation of Safety, Risk Management, and Infection Control for FY 2021

C. PERSONNEL AND PUBLIC EDUCATION COMMITTEE

D. CHIEF EXECUTIVE OFFICER'S REPORT

- Calendar
- Report on Programmatic Activities
- Human Resources Monthly Employee/Benefits Changes
- Update on FY 2022 Key Performance Indicators
- Joint Commission Review

F. EXECUTIVE SESSION-

An executive (closed) session will be held for the purpose of holding a private consultation with Wayne Haglund, Attorney for Burke, with regard to pending, threatened, or contemplated litigation, settlement offers, and matters where the duty of public body's counsel to his client, pursuant to the Code of Professional Responsibility of the State Bar of Texas, clearly conflicts with the Open Meetings Act. These closed sessions are authorized by Texas Open Meetings Act, Texas Government Code Section 551.071.

An executive session will also be held for the purpose of receiving a report from the Professional Review Committee or to ask questions of the Professional Review Committee. This closed session is authorized by Texas Health & Safety Code Section 161.032.

An executive session will also be held for the purpose of deliberating on certain matters concerning the purchase, exchange, lease or value of real property where deliberation in open meeting would have a detrimental effect on the position of the public body's negotiations with a third person. This closed session is authorized by Texas Open Meetings Act, Texas Government Code Section 551.072.

An executive session will also be held to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, including discussions of board relations, communications, unity, leadership and direction. This Executive Session will also include a discussion of employment reassignment and reduction of staff based on anticipated funding cutbacks. This closed session is authorized by Texas Open Meetings Act, Texas Government Code Section 551.074.

- V. DESIGNATION OF DATE, TIME AND LOCATION OF NEXT BOARD MEETING
- VI. ADJOURN

Items do not have to be taken in same order as shown on meeting notice. If, during the meeting, any discussion of any item on the agenda should be held in Executive or Closed Session, the Board will convene in such Executive or Closed Session in accordance with the Open Meetings Act, Texas Government Code Section 551.001 et seq. The Board may elect to consider all matters which are proper subjects for discussion in the same executive session or may elect to hold two or more executive sessions in the same meeting.

Items designated in "red" require Board action.

Items designated in "blue" are for discussion only and no Board action is required.