

**MEETING OF THE  
EXTERNAL RELATIONS COMMITTEE  
OF THE BOARD OF TRUSTEES  
HOUSTON COMMUNITY COLLEGE**

**November 13, 2014**

**Minutes**

The External Relations Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, November 13, 2014, at the HCC Administration Building, 2<sup>nd</sup> Floor, 3100 Main in Seminar Room B, Houston, Texas.

**MEMBERS PRESENT**

Carroll G. Robinson, *Committee Chair*  
Zeph Capo, *Committee Member*  
Robert Glaser, *Committee Member*  
Sandie Mullins, *Alternate Committee Member*  
Eva Loreda  
Neeta Sane  
Adriana Tamez  
David B. Wilson

**ADMINISTRATION**

Cesar Maldonado, Chancellor  
E. Ashley Smith, Acting General Counsel  
Shantay Grays, Chief of Staff  
William Carter, Vice Chancellor, Information Technology  
Zachary Hodges, Acting Vice Chancellor, Academic Affairs  
Diana Pino, Vice Chancellor, Student Services  
Teri Zamora, Vice Chancellor, Finance and Planning  
Michael Edwards, Acting President, Coleman College  
Margaret Ford Fisher, President, Northeast College  
Fena Garza, President, Southwest College  
Butch Herod, Acting President, Northwest College  
Irene Porcarello, President, Southeast College  
Janet May, Chief Human Resources Officer

**OTHERS PRESENT**

Derrick Mitchell, Board Counsel, Bracewell & Giuliani  
Susan Goll, President, Faculty Senate  
Other administrators, citizens and representatives from the news media

**CALL TO ORDER**

Mr. Carroll G. Robinson, Committee Chair, called the meeting to order at 3:30 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

*(The following Trustees were present: Capo, Glaser, Loreda, Mullins, Robinson, and Wilson)*

**STATE AND LOCAL GOVERNMENT RELATIONS CONSULTING SERVICES  
(PROJECT NO. RFQ 15-01)**

Motion – Mr. Capo motioned and Mr. Glaser seconded.

Dr. Cesar Maldonado noted that the recommendation for the RFQ regarding the State and Local Government Relations Consulting Services is to contract services with Locke Lord LLP for a three-year term.

Mr. Glaser inquired as to the reason for the three-year term. Dr. Maldonado informed that the three-year term would allow for strategic preparation due to the off cycle. He apprised that if the desire of the Board is to have less than three years, he would request a one-year with a two-year option.

Mr. Capo noted that he concurs with the reason for recommending three years.

Mr. Glaser inquired if there is an opt-out performance clause. Dr. Maldonado informed that the firm has a history with the college and noted that there is an opt-out clause in the contract.

Mr. Capo expressed appreciation to the Chancellor for discussing the historical performance. He apprised that there has been a discussion that all contracts would have a performance review and noted that this should be the case in this contract as well. He informed that there should be some written performance review document that denotes past performance.

Ms. Mullins inquired if there would be a team to assist with all concerns. She apprised that there was not an amount noted under the fiscal impact and requested a dollar amount under the fiscal impact.

Mr. Robinson noted that the dollar amount is \$125,000, which was discussed when reviewing the RFQ. Dr. Maldonado informed that he did not include the dollar amount because of negotiation.

Mr. Wilson inquired of the contract commencement. Mr. Robinson apprised that the current contract expires on December 31, 2014.

Mr. Wilson inquired about the three-year term and noted that the Chancellor mentioned recommending a two-year term after this contract period. Dr. Maldonado informed that if discussion starts on the off cycle, it would allow for the consultant's participation with the interim work leading up to the session.

Mr. Wilson inquired as to how the evaluation was determined and inquired of the details regarding the evaluation. Dr. Maldonado apprised that the detailed evaluation

information is not normally included in the agenda book but noted that the information is available for review if desired.

Mr. Robinson noted that he has inquired of receiving the information and apprised that Dallas Independent School District provides the information to their Board. Dr. Maldonado noted that the information could be provided in a summary format to the Board.

Mr. Robinson informed that he concurs with the Chancellor that a three-year term will assist with the two-year cycle beginning thereafter. He inquired if a thirty-day opt-out would apply. Mr. Rogelio Anasagasti apprised that the thirty-day opt-out would be included as part of the normal standards.

Mr. Robinson informed that the contract is only for state services and noted that he would like to see a move regarding the federal team.

Vote – The motion passed with a vote of 3-0.

#### **UPDATE ON MIDTOWN TIRZ STREET IMPROVEMENT PROJECT FOR CENTRAL CAMPUS AND FEDERAL GRANT APPLICATION**

Dr. Maldonado apprised that several Trustees requested an update. He informed that in the first group of projects, the contribution level is \$5 million with 1/3 of the contribution going to public housing. He apprised that the college has reached its level of contribution and noted that the projects have been designed as following:

- Holman Street project is scheduled to start in March 2015.
- Alabama Street reconstruction project has expanded beyond the scope with two phases with Phase I from the Pierce Elevated to Elgin scheduled to begin construction in March 2016).
- Caroline Street project from Elgin to Holman has been included in Phase II.

Dr. Maldonado informed that 1/3 of contributions after \$5 million will go to HCC projects. He apprised that the college does not have a voting seat on the Board.

Mr. Capo inquired if TIRZ determines the phase. Dr. Maldonado noted that a meeting is scheduled for an update. He informed that there is a budget consideration with Texas Department of Transportation (TxDOT) funding, which played a role in defining Phase I.

*(Mrs. Sane joined the meeting at 3:52 p.m.)*

Ms. Loreda inquired of the number of members on the Board. Mr. Derrick Mitchell apprised that there are seven members on the Board and noted that Matt Thibodeaux is the Executive Director.

Ms. Loredo inquired if funds would be added for Central campus. Dr. Maldonado noted that the funds are for street improvements.

Mr. Robinson apprised that the college should be given first consideration regarding projects that are completed with the college's funds.

Ms. Mullins noted that there is no vote on the Board even though funds are contributed. She inquired if the college would have input on future projects. Dr. Maldonado informed that the projects are in the original agreement. He apprised that the college can provide recommendation but does not have a vote.

Mr. Wilson noted that this is taxpayers' money and informed that he is not fully in support of TIRZ.

Mr. Robinson inquired if it is possible to get out of the TIRZ. Mr. Mitchell apprised that the college is obligated up to the amount. Dr. Maldonado noted that he would recommend reviewing because the contract states up to 2026. He informed that 1/3 is allocated for HCC projects, 1/3 is for public housing and the remaining 1/3 would be for TIRZ projects.

Mr. Robinson recommended that there is a review regarding the opt-out possibilities.

**APPROVE APPOINTMENT TO MIDTOWN ZONE BOARD OF DIRECTORS**

Motion – Mr. Capo motioned and Mr. Glaser seconded.

Mr. Robinson apprised that there are other Trustees interested in attending the meetings.

Ms. Loredo noted that she would volunteer to serve as an alternate.

Amended Motion – Mr. Capo moved and Mr. Glaser seconded to add Trustees Glaser and Loredo to the TIRZ Board. The motion passed with a vote of 3-0.

*(Dr. Tamez arrived at 3:59 p.m.)*

Vote on Amended Motion – The motion passed with a vote of 3-0

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 4:04 p.m.

*Minutes recorded, transcribed & submitted by:*  
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: January 22, 2015