

**EASTLAND COUNTY CRISIS CENTER**  
**Board of Directors' Meeting**  
**November 15, 2021**  
**MINUTES**

**Members Present:** Jamie Thomas, David Hulum, Susan Crozier, Felicia Minney, Susana Jackson, Betty Galvan, Jason Weger, Buck Williams, Trinity Dempsey – CAC Program Director, Sean Edwards– Finance Manager, Gena Camacho – ED.

**1. Meeting called to order at 4:41 pm by Jamie Thomas, President.**

**2. New Employees.** New employees were introduced: Tina Byrd – forensic interviewer/victim services specialist II, Callie Boyd – victim services specialist I, and Lorynne Benavides– Community Outreach Specialist

**3. Minutes from October 18, 2021.** The minutes were presented and discussed. David Hulum made a motion to approve minutes as written. Jason Weger provided the second. Motion carried.

**4. Monthly Financial Reports.** Financial reports for September P&L, Balance Sheet, and Invoice Spreadsheets were presented and discussed. Susana Jackson made a motion to approve the Financial Reports. Felicia Minney provided the second. Motion carried.

**5. Policy & Procedure Revision**

**a.** Salary revisions due to COLA increase reviewed and discussed. Susanna Jackson made a motion to approve the salary schedule as written. Betty Galvan provided the second. Motion carried.

**b.** The recently amended travel policy was reviewed. The proposal to remove positions that do not serve on call from the 30 miles from office distance requirement was reviewed and discussed. Susana Jackson made a motion to remove the Finance/Grant manager position and Counselor position from the distance requirements as they do not serve on call. Betty Galvan provided the second. Motion carried. Other issues with this policy were discussed but tabled for action at a future date.

**6. Discuss and Consider approving Revised Cultural Competency Plan** – Revisions to the plan were reviewed and discussed. Susana Jackson made a motion to approve the revisions as written. Felicia Minney provided the second. Motion carried.

**7. Officer Election for remaining positions, 1 year term.**

- a. Board Vice – President – Buck Williams
- b. Board Secretary – Susan Crozier
- c. Board Treasurer – Susana Jackson
- d. Board Parliamentarian – Felicia Minney

Susana Jackson made the motion to elect slate of officers as presented. Felicia Minney provided the second. Motion carried.

**8. Board Committee Elections, 1 year term.**

a. Fundraising Committee and Chairperson – Sean Edwards, Lorynne Benavides, Gena Camacho, Russell Reid , Jamie Thomas, Susana Jackson-Chairperson.

b. Finance Committee – Susana Jackson, Sean Edwards, Susan Crozier, Gena Camacho

Susana Jackson made the motion to approve the proposed the committees as presented. Buck Williams provided the second. Motion carried.

**9. Personnel**

a. Gena Camacho, ED, provided an update on posted positions. Anticipates making an offer to a candidate for the counselor position in the near future.

b. Executive Director provided the Board with 90 day update information.

**10. Finance Committee Report.** Committee meeting will be scheduled for second week in January.

**11. Fundraising Committee Report.** Committee will meet after the first of the year and establish a calendar for events.

**12. Executive Director’s Report.** See attached.

**13. Upcoming.** An Angel Tree is being set up at Burke's Outlet for CAC and CVAC clients. A Comfort Tree will be at Eastland City Hall. The Staff plans to participate in Eastland Chamber of Commerce Christmas Parade.

No Board meeting in December. January meeting will be scheduled at a later date.

**14. Felicia Minney made a motion to adjourn the meeting. Buck Williams provided the second. Meeting adjourned 5:53 pm by Jamie Thomas, President.**

Submitted by Susan Crozier, Secretary

\_\_\_\_\_ Signature

Approved by Board on: \_\_\_\_\_ Date

\_\_\_\_\_ Presiding Board Member Signature