

CHAIR
Betty Reinbeck

COMMISSIONERS
William D. Darby
Virginia Hermosa
Brant C. Ince
Michael Novak
Jack W. Perry
Alvin Shaw



EXECUTIVE DIRECTOR
Terry Keel

TEXAS FACILITIES COMMISSION

Minutes No. 61: Minutes of the March 19, 2014 Public Meeting of the Texas Facilities Commission in Austin, Travis County, Texas.

After providing notice as required by the Texas Open Meetings Act, the Texas Facilities Commission held an open meeting at the Central Services Building, 1711 San Jacinto Boulevard, in Conference Room 402, Austin, Texas, on Wednesday, March 19, 2014 commencing at 10:00 a.m. Chair Reinbeck presided, and Commissioners Hermosa, Darby, Novak and Perry were also present. Commissioners Ince and Shaw were absent.

I. Call to Order.

Chair Reinbeck called the meeting to order at 10:02 a.m.

II. Service Awards

The following employee was recognized for his state service by the Commission.

Michael Hutton Twenty years (PREM/Maintenance Specialist V)

III. Approval of the minutes from the February 19, 2014 Open Meeting.

The Commission voted unanimously to approve the minutes from the previous meeting with a motion made by Commissioner Hermosa and a second to approve the motion made by Commissioner Perry.

IV. Public Comment.

There was no public comment.

V. Award of Lease Recommendations and Summaries.

Leases/Renewals Pending Execution with Commencement Date before March 19, 2014.

Renewal

- 1. #8964 – Department of Aging and Disability Services: Arlington, TX.**

Replacement Lease

2. #303-5-20417 – Department of Family and Protective Services: Wharton, TX.

Renewal/Add Spaces

3. #9210 – Health and Human Services Commission/Department of Assistive and Rehabilitative Services/Texas Commission on Law Enforcement Officer Standards and Education: Austin, TX.
4. #10252 – Health and Human Services Commission/Department of State Health Services/Department of Aging and Disability Services/Office of the Attorney General/Texas Lottery Commission: McAllen, TX.

The Commission voted unanimously to approve the above leases with a motion to approve made by Commissioner Darby and a second to approve the motion made by Commissioner Hermosa.

VI. Consideration and possible action to approve an architectural engineering professional services contract for the FY 2014-15 deferred maintenance on the Brown-Heatly Building Project No. 14-009-6459 and the William P. Hobby Building Project No. 14-010-6460, in Austin, TX.

The Commission voted unanimously to approve an architectural/engineering professional service contract to Jacobs Engineering Group, Inc., in the amount of \$545,000.00, for the FY 2014-2015 deferred maintenance on the Brown-Heatly Building Project No. 14-009-6459 and the William P. Hobby Building Project No. 14-010-6460, in Austin, TX., with a motion made by Commissioner Hermosa and a second to approve the motion made by Commissioner Novak.

VII. Report from the Executive Director and executive staff on facilities design, construction projects, facilities leasing, facilities operations, maintenance, energy management and legislation.

Mr. Terry Keel, Executive Director, informed the Commission that staff has begun working on the Fiscal Years 2016-2017 Legislative Appropriations Request (LAR) in order to meet the August submission date. In addition, staff has begun working on the Agency Strategic plan for Fiscal Years 2015-2019. Mr. Keel also informed the Commission of some of the TFC proposed initiatives for Fiscal Years 2016-2017 to be included in the LAR and Strategic Plan submittals.

VIII. Report on the Energy Management and Water Conservation Program.

Mr. John Raff, Deputy Executive Director of Facilities Design and Construction, informed the Commission that the Energy Management program continues to focus on three main areas: a more rigorous review of utility bills to verify their accuracy and to identify anomalies; collaboration with project management staff on deferred maintenance projects; and, on the load cooperative agreement with Austin Energy.

IX. Report from the Chief Financial Officer on the monthly financial report update.

Ms. Diana Warner, Chief Financial Officer, provided the monthly financial report including the agency

forecast, operating expense report, year to date budget adjustments, cost recovery programs results of operations, the revenue forecast, and the financial transactions and appropriations not included in the operating budget.

X. Monthly Status Report from the Director of Internal Audit.

a. Management Letter “Update on External Audit Activities”

Mr. Mark Scott, Director of Internal Audit, updated the Commission on current external audit activities.

XI. Recess into CLOSED session, if necessary, pursuant to Texas Government Code Chapter 551 for the following purposes:

- a. Pending and potential litigation, Section 551.071.**
- b. The appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director and executive management staff, Section 551.074. The duties, roles, and responsibilities as Commissioners of the Texas Facilities Commission, Section 551.074.**
- c. The deliberation regarding purchase, exchange, lease, or value of real property, Section 551.072.**
- d. All matters identified in this agenda where the commission votes unanimously that deliberation in an open meeting of business and financial issues relating to a contract being negotiated would have a detrimental effect of the position of the State in negotiations with a third person and in which the General Counsel has issued a determination in writing, Section 551.0726.**
- e. Any matters identified in this agenda where the Commissioners seek the advice of their attorney, Section 551.071.**


XII. Reconvene in open meeting and consider action on matters discussed in Executive Session.

XIII. Consideration and possible action, if necessary, on any issue discussed during Executive Session.


XIV. Adjournment.

Chair Reinbeck adjourned the meeting at 10:42 a.m.

Reviewed and Submitted:

By: 
Kay Molina
General Counsel

Approved by the Commission on May 21, 2014.

By: 
Betty Reinbeck
Chair