

NCCAA Board of Directors Annual Meeting

TO: NCCAA Board of Directors
FROM: *cal* Vic Medina, Board Chairperson
DATE: September 17, 2024
SUBJECT: Annual Board of Directors Meeting

Please be advised that the **NCCAA Board of Directors** will hold its **Annual Meeting** on **Thursday, September 26, 2024**, following the adjournment of the regular Board Meeting.

The meeting will be held in person only at the NCCAA Administrative Office located at 101 South Padre Island Drive. **The Annual Meeting will begin directly following the conclusion of the regular meeting.**

If you have any questions, you may email Linda R. Carrillo, Chief Executive Officer at linda.carrillo@nccaatx.org or Cynthia Longoria, Director of Operations at cynthia.longoria@nccaatx.org. Thank you for your service to our community.

VM/LRC/cal

**AGENDA
NCCAA BOARD OF DIRECTORS
ANNUAL MEETING**

September 26, 2024

I. CALL TO ORDER

II. INVOCATION

III. Public Comments: Presentations limited to three minutes. Persons who need a translator will be given at least twice the time as a member of the public who does not require such assistance.

Complies with H.B. No. 2840.

H.B. 2840 seeks to give the public increased access to the decision-making process by providing for public comment before or during the consideration of each item on the meeting agenda.

IV. APPROVAL OF SEPTEMBER 28, 2023 ANNUAL BOARD MEETING MINUTES Pages 2 - 6

V. LETTERS OF BOARD APPOINTMENT FOR 2024 - 2025

- A. Low-Income Sector - Representatives of the Low-Income.....Page 7
- B. Public Sector - Representatives of Public Sector.....Page 8
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VI. VOTING BALLOT DISTRIBUTION & BOARD ELECTION

VII. RECOMMENDATION OF NOMINATING COMMITTEE CONCERNING THE ELECTION OF OFFICERS

VIII. ELECTION OF OFFICERS FOR 2024 - 2025

IX. ADJOURNMENT

**NUECES COUNTY COMMUNITY ACTION AGENCY
BOARD OF DIRECTORS**

Thursday, September 28, 2023

ANNUAL BOARD MEETING MINUTES

MEMBERS PRESENT

Vic Medina
Nicholas Adame
Zulema Zapata
Jean Gaskins
Priscilla Quintanilla
Jennipher Garcia

State Representative Dist. 32 Todd Hunter
LULAC Council #1
State Representative Dist. 34 Abel Herrero
Austin/Zavala Neighborhood Council
County Commissioner Pct. 3 John Marez
Birth-to-Five Head Start Policy Council

MEMBERS ABSENT

Maria E. Garcia – excused working
Aidee Hernandez – excused working
Maria Pacheco – excused sick
Aminta Garcia – excused sick
Kristina Fernandez - unexcused
Esmeralda Teran – excused funeral

Texas A & M Health Science Center – CBHEC
County Commissioner Pct. 2 Joe A. Gonzalez
United Council of Robstown
Banquete Neighborhood Council
Kristina Fernandez, Attorney
Westside Business Association

STAFF PRESENT
Linda R. Carrillo, Chief Executive Officer
Cindy Longoria, Chief Operating Officer
Martha Benavides, Chief Financial Officer
Alicia Mancha, Director of Birth-to-Five Head Start
Diana Hernandez, Director of Community Services
Jennifer Ruiz, Director of Human Resources

CALL TO ORDER:

The Nueces County Community Action Agency (NCCAA) Board of Directors met Thursday, September 28, 2023, for the annual meeting. The Board Chairperson, Vic Medina, conducted the meeting at the NCCAA Administrative office located at 101 South Padre Island Drive.

Chairperson Medina called the meeting to order at 6:03 p.m. at which time a quorum was present.

INVOCATION:

Invocation previously led by Ms. Jean Gaskins, Board Member.

PUBLIC COMMENTS: Presentations limited to three minutes. Persons who need a translator will be given at least twice the time as a member of the public who does not require such assistance. Complies with H.B. No. 2840.

H.B. 2840 seeks to give the public increased access to the decision-making process by providing for public comment before or during the consideration of each item on the meeting agenda.

PUBLIC COMMENTS: Hearing none.

APPROVAL OF SEPTEMBER 29, 2022 ANNUAL BOARD MEETING

MINUTES:

Chairperson Medina entertained a motion to approve the minutes of the September 29, 2022 Annual Board of Directors meeting.

MOTION: by Dr. Nicholas Adame to, seconded by Ms. Jean Gaskins, to approve the minutes of the September 29, 2022 Annual Board of Directors meeting.

DISCUSSION: Hearing none.

PUBLIC COMMENTS: Hearing none.

ALL APPROVED. MOTION CARRIED.

LETTER OF APPOINTMENTS:

Presented by Vic Medina, Chairperson. The deadline to submit letters of appointment was Friday, September 1, 2023.

- A. Representatives of Low-Income. Board Recruitment Letters have been received from the following Low-Income Sector. Their representatives are to be considered for the NCCAA 2023 – 2024 Board of Directors. They are as follows:

Austin/Zavala Neighborhood Council	Jean F. Gaskins
Banquete Neighborhood Council	Aminta Garcia
United Council of Robstown	Maria Pacheco
Birth-to-Five Head Start Policy Council	To Be Determined

Letters of appointment were received from three Low-Income Sector groups before the established deadline. As required by the Office of Head Start Performance Standards, a representative of the Birth-to-Five Head Start Policy Council will be elected and seated. The Birth-to-Five Head Start Policy Council has a mandated seat on the board. As required by the Office of Head Start Performance Standards, an Educator (Maria Pacheco, representing United Council of Robstown) has a mandated seat on the board.

B. Representatives of Public Officials. Board Recruitment Letters have been received from the following Public Officials. Their representatives are to be considered for the NCCAA 2023 – 2024 Board of Directors. They are as follows:

Joe A. Gonzalez County Commissioner Pct. 2	Aidee Hernandez
John Marez County Commissioner Pct. 3	Priscilla Quintanilla
Todd Hunter State Representative District 32	Vic Medina
Abel Herrero State Representative District 34	Zulema Zapata

Letters of appointment were received from four Public Officials before the established deadline.

C. Representatives of Private Sector. Board Recruitment Letters have been received from the following Private Sector (Organizations). Their representatives to be considered for the NCCAA 2023 – 2024 Board of Directors. They are as follows:

Attorney	Vacant
LULAC Council #1	Dr. Nicholas L. Adame
Texas A & M Health Science Center (CBHEC)	Starr Flores
Westside Business Association	Esmeralda Teran

Letters of appointment were received from three Private Sector – Organizations before the established deadline. As required by the Office of Head Start Performance Standards, an Attorney (Vacant, Attorney) has a mandated seat on the board.

Chairperson Medina entertained a motion to accept all appointments to the Low-Income Sector, Public Sector and Private Sector as recorded in items A, B, and C.

MOTION: by Ms. Jennipher Garcia, seconded by Ms. Zulema Zapata, to accept all appointments to the Low-Income Sector, Public Sector and Private Sector as recorded in items A, B, and C.

DISCUSSION: Hearing none.

PUBLIC COMMENTS: Hearing none.

ALL APPROVED. MOTION CARRIED.

Chairperson Medina read the Nominating Committee report provided by Nominating Committee Chairperson, Zulema Zapata.

RECOMMENDATION OF NOMINATING COMMITTEE CONCERNING THE ELECTION OF OFFICERS:

Mr. Medina presented the Nominating Committee report to the Board of Directors. The Nominating Committee advised the Board did not submit any nominations for the following officer positions: Chairperson, Vice Chairperson, Secretary, Treasurer, and Parliamentarian.

ELECTION OF OFFICERS FOR 2023 - 2024:

Mr. Medina opened and called for nominations from the floor three times for Chairperson, Vice Chairperson, Secretary, Treasurer and Parliamentarian. Nominations were made from the floor.

Mr. Medina entertained a motion to cease nominations from the floor and seat by acclamation Vic Medina as Board Chairperson, Dr. Nicholas L. Adame as Vice Chairperson, Zulema Zapata as Secretary, Aidee Hernandez as Treasurer and Jennipher Garcia, Parliamentarian.

MOTION: by Dr. Nicholas Adame, seconded by Ms. Jean Gaskins, to cease nominations from the floor and seat by acclamation Vic Medina as Board Chairperson, Dr. Nicholas L. Adame as Vice Chairperson, Zulema Zapata as Secretary, Aidee Hernandez as Treasurer and Jennipher Garcia as Parliamentarian.

DISCUSSION: Hearing none.

PUBLIC COMMENTS: Hearing none.

ALL APPROVED. MOTION CARRIED.

Mr. Medina advised the Board that the following officers were elected.

The 2023 - 2024 Board of Directors officers are as follows:

Vic Medina	-	Chairperson
Dr. Nicholas L. Adame	-	Vice Chairperson
Zulema Zapata	-	Secretary

Aidee Hernandez - Treasurer
Jennipher Garcia - Parliamentarian

The 2023 – 2024 NCCAA Board Officers first meeting will be on Monday, October 16, 2023 at 5:30 PM.

ADJOURNMENT:

No further business. NCCAA Board of Directors Annual Meeting adjourned at 6:18 p.m.

Respectfully submitted by Cynthia A. Longoria, Chief Operating Officer.

ATTEST:

Board Secretary or Chairperson of NCCAA BOD

NCCAA Board of Directors Low-Income Sector 2024 – 2025 Board Appointments

Board Recruitment letters were mailed to the following low-income representatives to serve under the Low-Income Sector on the 2024 - 2025 NCCAA Board of Directors.

The Board Appointment forms received for 2024 – 2025 are highlighted in yellow.

Recruitment Letters Mailed = Wednesday, July 30, 2024
Requested Due Date = Tuesday, September 3, 2024

Banquete Neighborhood Council
Aminta Garcia
P.O. Box 65
Banquete, TX 78339

United Council of Robstown Neighborhood Council
Maria Pacheco
477 Cenizo Drive
Robstown, TX 78380

Austin/Zavala Neighborhood Council
Jean Gaskins
226 Mohawk
Corpus Christi, TX 78405

Birth-to-Five Head Start Policy Council
Representative to be appointed once the 2024 – 2025
Policy Council is seated.

Updated: September 6, 2024

NCCAA Board of Directors Public Sector 2024 – 2025 Board Appointments

Board Recruitment letters were mailed to the following public officials to serve under the Public Sector on the 2024 - 2025 NCCAA Board of Directors.

Recruitment Letters Mailed = Wednesday, July 30, 2024

Requested Due Date = Tuesday, September 3, 2024

The names highlighted in yellow have sent a Board Appointment form for 2024 – 2025.

County Commissioner Pct. 2
Joe A. Gonzalez
901 Leopard St. Rm. 303.07
Corpus Christi, TX 78401

State Representative Dist. 34
Abel Herrero
P.O. Box 2923
Corpus Christi, TX 78403

County Commissioner Pct. 3
John Marez
901 Leopard St. Rm. 303.09
Corpus Christi, TX 78401

State Representative Dist. 32
Todd Hunter
15217 South Padre Island Dr., STE. 205
Corpus Christi, TX 78418

Updated: September 6, 2024

NCCAA Board of Directors Private Sector 2024 – 2025 Board Appointments

Board Recruitment letters were mailed to the following organizations to serve under the Private Sector on the 2024 - 2025 NCCAA Board of Directors.

Recruitment Letters Mailed = Wednesday, July 30, 2024

Requested Due Date = Tuesday, September 3, 2024

The names highlighted in yellow have sent a Board Appointment form for 2024 – 2025.

Dr. Nicholas L. Adame, President
LULAC Council #1
P.O. Box 270113
Corpus Christi, TX 78427

Beatriz B. Hanson, Executive Director
Coastal Bend Food Bank
5442 Bear Ln.
Corpus Christi, TX 78405

Communities in Schools
3502 ½ Greenwood Drive
Corpus Christi, TX 78416

Liz Cantu, President
Westside Business Association
2501 S. Padre Island Dr.
Corpus Christi, TX 78415

Kimberly Head
Elevate 361
Education to Employment Partners
3015 Morgan Ave.
Corpus Christi, TX 78405

Goodwill Industries of South Texas, INC.
2961 S. Port Ave.
Corpus Christi, TX 78405-2038

The Salvation Army
1804 Buford St.
Corpus Christi, TX 78404

American Red Cross
4639 Corona Dr.
Corpus Christi, TX 78411

Updated: September 6, 2024