MINUTES

BOARD OF DIRECTORS' SPECIAL MEETING

FEBRUARY 22, 2012

The El Paso Central Appraisal District Board of Directors held a special meeting on Wednesday, February 22, 2012, at 5:36 p.m., in the Conference Room of the El Paso Central Appraisal District at 5801 Trowbridge, with the following members present:

Reymundo Sepulveda, Chairman
Gary Gandara, Vice-Chairman
Isela Castañon-Williams, Secretary
Alfredo Borrego

Sergio Lewis
Ann Morgan Lilly
Patricia Torres McLean
Laure Sears

Eight members being present, there was a quorum. Ms. Castañon-Williams joined the meeting 6:02 p.m.

Ms. Chris Borunda, EPCAD legal counsel for personnel matters, was in attendance for the entire meeting.

First order of business was to recite the Pledge of Allegiance to the flag of the United States of America.

AGENDA ITEM 1 – EXECUTIVE SESSION UNDER THE AUTHORITY OF TEX. GOV'T. CODE § 551.071 & 551.074 TO DISCUSS LEGAL & PERSONNEL MATTERS

In accordance with the Open Meetings Act, TEX. GOV'T. CODE § 551.071 & 551.074, the Board of Directors went into Executive Session at 5:38 p.m. to discuss legal and personnel matters. The Board returned to open session at 7:26 p.m. No action was taken in Executive Session.

A. Executive Director/Chief Appraiser Evaluation
B. Executive Director/Chief Appraiser Contract

AGENDA ITEM 2 – DISCUSSION & POSSIBLE ACTION REGARDING A-B ABOVE

A. Executive Director/Chief Appraiser Evaluation – All evaluations averaged 1.89%.

(The levels are 0% - Needs Improvement; 1% - Satisfactory and 2% – Excels)

Ms. Sears made a motion to accept the evaluation as proposed. Ms. Castañon-Williams seconded the motion. Motion carried with Mr. Lewis abstaining.

B. Executive Director/Chief Appraiser Contract – The following are the proposed revisions.

1.1 Term – Adjust the terms of the contract to coincide with present dates effective September 30, 2011 thru September 30, 2012, to become effective the first board meeting of March, 2012 (3/8/12).

4.1 Salary – The term of contract shall change to 3/8/12 to 9/30/12.
4.2 Salary Adjustments – make the revision to 3.1 to reflect Section 4.1.

5.2 Preliminary Evaluation – Since there is no longer a preliminary evaluation, the Board wishes to change the evaluation to take place during the board meeting in August, 2012.

7.4 Arbitration – Change the section to reflect that the arbitrator would be agreed to by the parties instead of Texas Arbitration and Mediation Services.

Mr. Borrego made a motion to accept the recommendation changes of the contract as stated by Ms. Borunda and to include in Section 4.1, a salary increase of $2,714.00 (2%), effective April 1, 2012. Mr. Gandara seconded the motion. Motion passed with Ms. Morgan Lilly voting no.

There being no further business to come before the Board, the meeting was adjourned at 7:35 p.m.

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[Signature]

Alfredo Borrego, Acting Chairman

ATTEST:

[Signature]

Isela Castañon-Williams