

TSHL Executive Committee Meeting Minutes
Sunday, September 12, 2010
Capitol Auditorium E1.004
Austin, Texas

The TSHL Executive Committee meeting was held Sunday, September 12, 2010, at the Texas State Capitol Auditorium, in Austin, TX. The meeting was called to order by Speaker Walter Graham, and the invocation was led by A. G. "Pete" Hinojosa, Sr. The pledges to the U.S. and Texas flags were led by Jerry Pybus.

Guests were introduced and the roll was called by Secretary Porter with a quorum in attendance.

After a motion and second, the agenda was adopted.

The Minutes of the June 18, 2010, meeting were presented and upon motion made and seconded, they were approved as presented.

TSHL Foundation President Jim Hine then presented a report from the Foundation and included the information about the audit which has been completed successfully by the outside auditor. Pete Allman. Foundation Treasurer Michael Crowe presented his report which is attached.

Katy Kappel, TSHL Comptroller, presented a report and a proposed Budget for Calendar Years 2011 and 2012, for consideration. This Budget has been presented to and received approval from the Finance Committee. Comptroller Kappel also noted that a meeting is scheduled for October 18 for the TSHL/TSHLF Financial Workgroup to finalize plans for adoption of this budget by the Foundation. Attached

A Proposed Memorandum of Understanding between the Texas Silver-Haired Legislature (TSHL) and the Texas Association of Area Agencies on Aging (T4A) was presented and copies distributed. Speaker Graham explained that the only substantial difference between this document and the prior one was the addition of the TSHL Code of Conduct and the form required to be signed. He also noted that T4A is meeting on September 17 and will consider signing off on this document at that time. Upon motion made and seconded, the MOU was approved for signatures as required.

There were no reports heard from LIC chairs as well as no reports from Administrative committee chairs.

Speaker Graham then read a letter of resignation from Awards Chair Barbara Effenberger, which was accepted with regret.

Speaker Graham then introduced Sandy Graham to explain the technological aspects of this meeting. We will have Technical Assistants in each committee to take care of the computer areas with the secretaries still responsible for maintaining minutes of the meetings. She also noted that electronic signatures will be used on the Resolutions to be sent to the printer for the Legislative Report. She explained that, with permission of the LIC chairs in writing, certain signatures will be collected and used. Speaker Graham requested a motion for the Executive Committee to require all electronic signatures on the Resolutions. Upon motion made and second, it was approved. Speaker Graham then introduced Oscar Garcia, chair of the Resolution Task Force, who suggested moving forward with electronic communications on the resolutions. A group of 16 have met 6 different times and spent additional countless hours either by email or telephone, to come up with a recommendation to use the computers to move the resolutions thru the process from beginning to end. He recognized Sandy who has recruited 15 volunteers who are highly skilled in computer work and will be doing the computerization of the process.

Speaker Graham then called on Alan Abraham to explain his telecommunications/teleconferencing proposal which is attached. Using conference calls and/or web services for communicating between committee members is a very viable idea. He suggested two different types of conferences: both are audio only, with one being furnished by AT&T at no cost with a two-day lead time for scheduling. Susan will then furnish chair with the bridge and passcode for the time requested if possible. The chair then would be responsible for notifying their committee members of the bridge and code. There is another option but it does have costs (\$.04 per minute per guest (plus Federal Fee) attached to it and billing for a host code or multiple host codes for multiple committee meetings simultaneously. Quest offers this service for \$.22/minute plus taxes, which is out of range of our budget. He also reported that possibly TSHL can apply to Comptroller for qualification as an "assistance organization" so the Texas Department of Information Resources can be used for bidding. Mr. Abraham requested no Executive Committee action on any of these options, but just that Executive Committee endorse this tool and include training time at Orientation on using call conferences to develop a culture of using technology. Speaker Graham reminded us of AT&T's offer to host committee meetings, and suggested that all committees use this. Secretary Porter stated that the PRRP used this service to good advantage to have a conference call meeting in assigning the PRs to LIC Committees. After several comments, a question about multiple committee meetings thru AT&T was asked and it was indicated that Susan would be able to accommodate such a request. Speaker Graham expressed appreciation to Mr. Abraham for his report and suggested that we all use this option. Mr. Abraham volunteered to assist in Training at Orientation so that members can learn how to use this process.

Oscar Garcia explained the use of "GoToMeeting" which is a video conferencing process. Each committee chair could set up a video conference for \$49.00 month for web conference. He explained the importance of establishing culture of multi meetings of committee more than the three meetings currently scheduled.

The next topic was Membership Recruitment. Carlos Higgins provided a suggestion on Tenured members, Alan, Chris and Walter. Carlos Higgins announced that the LAC will meet at 630 PM on Monday thru Thursday evening to review the LIC PRs. He suggested that the LIC chairs call on their members to express their views/opinions on resolutions during committee meetings and to allow the Vice Chair and other members to help chair the meetings. Documents are on website, and are ready for final approval. All finalized documents will be published on line before Orientation and hopefully by December. On membership recruitment, primarily we have a number of vacant seats that continue to be vacant for or some time. We tried the At-Large members process, but it was not continued because of several reasons. Tenured membership has been suggested, but tenured was interpreted as "lifetime" which was not the intent of the author. It was moved to amend our E&C manual to increase our membership from 117 up to 122, adding 5, one in each metro area: Tarrant, Dallas, Harris, Bexar and Capitol. No motion was accepted today, but good discussion followed. Betty Streckfuss asked that Montgomery Co be considered as an additional metro area which needs coverage.

- Al Campbell commented on the Resolution he provided earlier to the members of the Executive Committee. He suggested that most effective recruiters are currently members, or they can discourage by explaining the costs involved. Current members would be reluctant to recruit people to run against themselves. Someone who has served three terms and has served in an office would be tenured to recruit.
- Chris Kyker suggested that there has been no addition to the original 116 members since the beginning except the special position in the Capital area. But suggested that the term "tenured" not be used. She suggested that an amendment to E&C to add a member to each metro area and do away with the Honorary Capital area position and make it a standard member. She suggested

that we keep the 4 in each AAA and add, as a reflection of population growth, two new positions in the 5 Metropolitan areas.

- Speaker Graham then asked Speaker Pro Tem Garcia to preside. He is also not in favor of the “tenured” status but is opposed to not allowing rural areas to increase their representation. He then expressed his suggestion that metro areas could be increased on population and that any area that has a full complement of 4 TSHL members could add an additional position with the Executive Committee approval.
- Speaker Pro Tem Garcia suggested adding to metro, but some areas in the state do not have representation at all, which he suggested was due to lack of funding for representatives to defray their expenses. He suggested that we increase our efforts toward increasing our endowment to generate more funding. We need to address the issue of less than 4 members; none in some areas. He stated that he does not want to see this as a “paid” position, but need to be able to reimburse for travel and lodging.

Speaker Graham then resumed the podium and recognized additional members for comments: Sandy Graham agreed that funding is a problem, especially for those in distant areas, but that publicity and recruitment could be improved. She suggested a mentoring program be re-established formally in which experienced members are assigned new members as a contact and resource. She questioned that if we currently have 97 on the roster, but only 50+ participate, where are the others? She mentioned that this percentage is not an unusual occurrence in volunteer organizations, but needs addressing. Homer Lear asked if elected or appointed members who are inactive and have missed many meetings should maintain their membership. Should we establish a criteria of a number of missed meetings as part of the membership requirement? Bruce Davis discussed the variety of differences between rural and urban areas and their representation. Katy Kappel suggested that we improve our visibility by developing a central office in Austin. Other comments were heard from Ted Hubert, Pete Hinojosa and others. Will changes based on 2010 census cause changes in Tx Legislature and maybe TSHL? Carlos suggested a two-step: make change in metro areas with 1 additional member immediately with a second phase of making adjustments across state. Other comments: Form a committee to propose the second step. AAA should have some input on these changes. If additions to metro areas are approved, should be done immediately to prepare for election in January. Speaker Graham agreed that discussion with AAAs is important and the two-step process is appropriate. Adalaide Balaban suggested that the unfilled positions be used as a pool to draw from by fully active TSHL areas. Especially important to Betty Streckfuss is adding additional TSHL member in Houston-Galveston AAA area to represent Montgomery Co. including The Woodlands, etc. She also asked about cost of communications firms for publicity. Speaker Pro Tem Garcia discussed the need for additional members in areas with multiple counties. Suggestion was made to use teleconferencing including local media with the committees to help spread the word. Speaker Graham asked for a count to adopt some action today. Discussion followed for clarification of additional proposed TSHL member for the metro areas including Houston -Galveston. Carlos Higgins moved to amend the Election & Credentials Manual to add one additional position in each of the six metro areas: Tarrant, Dallas, Harris, Bexar, Capital, and Houston-Galveston. Motion carried. Any additional action on this item will be added to the December Executive Committee meeting agenda.

The 13th Legislative Session was addressed by Ops chair Joy Jones who noted that transportation to and from the hotel to the Capitol has been made available at a cost of \$2.00 cash per trip per member and should be paid to the driver upon loading or unloading. Transportation to the Broken Spoke will also be available for a charge of \$5.00 each way. Operations will continue to be in the House Legislators' Lounge. Door charts following the progress of the resolutions will be posted. The Capitol Grill will serve TSHL

members who are wearing their badges for a flat rate of \$8.00 for lunch. LAC meeting will be in Room 309 of the La Quinta each evening as needed. General sessions will begin in the auditorium for Monday, Tuesday, and Wednesday mornings and will then move to the Legislative Conference Center for Thursday. On Friday, the House Appropriations Room will be available for the general session. Registration packets for members will have all information as to room numbers, etc. along with maps of the Capitol Extension indicating meeting rooms for LIC Committees.

Chris Kyker announced that the new contracts reflecting the extension in term are required for the LIC committee chairs to use the computers and the contracts are ready for signature. Please see her after the meeting.

Next meeting will be December 10, beginning at noon, at Wells Fargo Community Room. Lunch will be provided at 11:30 AM.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Pat J. Porter, Secretary

3 attachments: TSHLF Treasurer Report

TSHL Budget

Telecommunications report

TEXAS SILVER HAired LEGISLATURE FOUNDATION

TREASURER'S REPORT

SEPTEMBER 10, 2010

Balances as of September 9, 2010:

Checking Account \$ 42,607.38

Grants Account	\$ 10,349.45
Investment Account	\$281,923.44
August 31, 2010	\$275,678.69
July 31, 2010	\$279,566.66
June 30, 2010	\$268,605.43
May 31, 2010	\$273,125.79
April 30, 2010	\$286,793.58
March 31, 2010	\$284,504.37
February 29, 2010	\$274,504.37

TSHL PROPOSED BUDGET WORKSHEET, Calendar years 2011, 2012

	2011	2012	Comment
1 Projected Revenue from Foundation			
2 Carryover Designated Funds (grants)	8,000		
3 Sale of Directories & ads	21,750		Publish 2011
4 Program Fees (registration)		10000	general session
5 TSHL Foundation (4% of corpus)			11280 if needed
6 Fund raising activities	40,572	4402	
7 Memorials, gifts, donations			

8	Grants received		10000	
9		Total Projected Revenue	70,322	24402
10	Administration General			
11	Executive Committee			
12	Speaker	675	675	
13	Speaker Protem	350	350	
14	Deputy Speaker Protem	0	0	
15	Secretary	905	1325	
16	Comptroller	100	100	
17	Directory printing & postage	15,610	100	Publish 2011
18	Silver Bulletin, printing and mailing	1,885	2055	
19	Office Space/storage	3,600	3600	rental/phone/ins
20		Total	23,125	8205
21	Administrative Committees			
22	Finance	0	0	
23	Communication - printing & postage	3,100	200	Legis. Report/Bylaws+
24	Elections & Credentials	105	30	
25	Operations - general sessions (2)	35,000	10000	general/legis session
26	Legislative Action	225	200	
27		Total	38,430	10430
28	Legislative Issues Committees			
29	Criminal Justice	382	382	
30	Education	1,085	1085	
31	Health & Human Resources	0	0	
32	Human Services	100	100	
33	Insurance	175	175	
34	Retirement & Aging	100	100	
35	Rural-Urban Affairs	0	0	
36	State Affairs	800	800	
37	Utilities & Natural Resources	25	25	
38		Total	2,667	2667
39	Program Expenses			
40	Technology, Website and TSHL Online Academy	2,500	2500	includes 2 websites
41	Town Hall Forums	3,000		
42	Training Committee	500	500	

43	Awards		100	100
44		Total	6,100	3100
45		Grand Total (add lines 20, 27, 38, 44)	70,322	24402
				-0-
46		Variance. Subtract lines 9-45	-0-	
•	TELE-CONFERENCING REPORT	September 12, 2010		Alan Abraham

Question: Does a tele-conferencing capability help TSHL do its committee work (EC, Administrative, LIC and Special) statewide and throughout the year? If so, at what cost for convenience sake?

AT&T via the office of Susan Merrick

Cost: Free

Billing: None

Restrictions: 2-day advance notice; audio only without operator assist

Using the Service: Contact Susan directly by email with 2 days lead time. She will need to know what day, what time to begin and the expected duration of the call. She will then provide the chair the bridge number and pass code to be used. The committee chair will then furnish this information to their committee members.

VoiceText Communications

Cost: Reservationless toll conferencing, billed per minute with no monthly fees, is .04 cents per minute/per person, plus a state tax (6.25, from which TSHL may-be exempt) and the federally mandated Universal Service Fund fee, usually in the neighborhood of 13-14%.

.04 per minute X 60 minutes call X 5 guests = \$12.00 plus taxes

.04 per minute X 60 minutes call X 15 guests = \$36.00 plus taxes

Billing: Monthly to the name/address of the party on the VoiceText application

Restrictions: audio only without operator assist

Using the Service: TSHL can have a single host code and a guest code, or we can have multiple sets of codes for different committees so multiple groups can hold calls at once. The host code is what initiates and terminates the conference call.

My contact with Qwest Business yielded a quote of .22 cents per minute/per person, plus taxes.

And I followed a lead to the Texas Department of Information Resources (DIR), a contract bidding department for state government agencies, and found a possible path to savings if TSHL applied to the Comptroller as an Assistance Organization. Without that status in hand, I was unable to receive a service quote.

End of report