



TEXAS VETERANS COMMISSION
FIRST QUARTER COMMISSION MEETING (FY 2022)
Thursday, November 16, 2021 09:00 am
1700 N. Congress Ave, Room 170, Austin TX 78701

MINUTES

I. OPENING

- a. Chairwoman Laura Koerner calls the meeting to order at 09:00 am.
- b. Roll call:

Secretary Shaneyfelt informs Chairwoman Korner that there is a quorum.

Chairwoman Laura Koerner, Vice-Chair Kevin Barber, Secretary Kimberlee Shaneyfelt
Commissioner Mike Hernandez, Commissioner Mary Dale
Also present was Executive Director Thomas P. Palladino

- c. Commissioner Mary Dale led the Pledge of Allegiance to the United States Flag, and Vice-Chair Kevin Barber led the Pledge of Allegiance to the Texas Flag.
- d. Chip Osborne led the Commission in prayer.
- e. Approval of the August 12, 2021 First Quarter Commission meeting minutes.

MOTION: Made by Secretary Kimberlee Shaneyfelt, seconded by Commissioner Mike Hernandez to approve the minutes

VOTE: 5-0: Motion Passed

II. PUBLIC COMMENT

There was no public comment.

III. PRESENTATIONS

- a. Quarterly Presentations from Advisory Committees.
 - i. **Earl Newsome, Chair of Veteran Services**, provided a summary of the Advisory activities since their last report to the Commission.

IV. REPORTS

- a. Report on Agency Departments and Programs.
 - i. Program Operations Division. Charles Catoe, Division Director of Program Operations provided the Commissioners with the TVC Agency reconstitution updates and department updates.
 - ii. Resource Management Division. Chip Osborne, Division Director of Resource Management provide the Commissioners with department and program updates.
 1. Michelle Nall, CFO of TVC Finance Department gave a detailed brief to the Commissioners on the Appropriation Year 2021 4th Quarter Operating Statement.
 2. Tina Marberry, Director of Human Resources gave a brief to the

Commissioners on the Human Resources End of Year Report, this report enables HR to provide transparency to the Agency and its employees and also helps identify trends.

3. Chip Osborne briefed the Commissioners on the FY 2021 Performance Measure review, to include Output and Efficiency Performance Measures and Outcome Performance Measures.
 4. Anna Baker, Manager of Veteran Entrepreneur briefed the Commissioners on the PenFed Veteran Entrepreneur Investment Program (VEIP) Event which sponsored the 2020 Top Cities for Veteran Entrepreneurs Tour in collaboration with the Texas Veterans Commission, the Veteran Land Board, Bunker Labs, Combined Arms, the Texas Veterans Chamber of Commerce.
- b. Deputy Executive Director Report. Shawn Deabay, Deputy Executive Director, briefed the Commission on program updates and events.
- c. Executive Director Report. Thomas Palladino, Executive Director, provided a report on the agency's priorities and activities over the last quarter, meetings, and events he has attended to include relationships with other State and Federal veteran agencies.

V. CONSIDERATIONS

- a. Acceptance of Gifts. Chip Osborne, Division Director of Resource Management provide the Commissioners with an update on TVC acceptance of donation in the total of \$1000.00 for the 4th Quarter FY 2021. It was requested that these funds be approved and allocated to the Women Veterans Program.

MOTION: Made by Vice-Chair Kevin Barber, seconded by Secretary Kimberlee Shaneyfelt to accept the gift and allocate to the Women Veterans Program.

VOTE: 5-0: Motion Passed.

- b. Action regarding FY 2022 Annual Internal Audit. Daniel Graves, Internal Auditor, Weaver and Tidwell LLP. Based on the FY 2021 risk assessment update performed by the former internal auditor and the internal audit history from FY 2008 to FY 2021, we have prepared a proposed internal audit plan for FY 2022. The plan includes an internal audit, follow-up procedures over findings identified in prior internal audits, and a full risk assessment update.

MOTION: Made by Secretary Kimberlee Shaneyfelt, seconded by Vice-Chair Kevin Barber to approve the FY 2022 Annual Internal Audit plan.

VOTE: 5-0: Motion Passed.

- c. Action regarding Advisory Committee Membership. Shawn Deabay, Deputy Executive Director, briefed the Commissioners on the TVC Staff Recommendations:

- **Veterans County Service Officer Committee Vacancy:** Carl Dwyer, El Paso County VCSO to replace Spencer Kimball, Denton County AVCSO.

- **Fund for Veterans Assistance Advisory Committee Vacancy:** Jamilah James, Richardson TX to replace Gene Wallace, Watauga TX.

Note: Mr. Dwyer and Mr. James would serve the remainder of the terms ending December 31, 2022. However, both would be eligible for reappointment to serve an additional 4- year term ending December 21, 2026.

MOTION: Made by Commissioner Mary Dale, seconded by Commissioner Mike Hernandez to approve the TVC Staff recommendation regarding Advisory Committee Membership.

VOTE: 5-0: Motion Passed.

- d. Action regarding administrative rules. Shawn Deabay, Deputy Executive Director, briefed the Commissioners on Proposed additions to Administrative Rules 462, 463 and 464.
- i. Action regarding proposed additions to Administrative Rule Title 40 TAC Part 15 Section 462 Energy Industry Program for Veteran Professional Development.
 - ii. Action regarding proposed additions to Administrative Rule Title 40 TAC Part 15 Section 463 Veteran Verification Letter.
 - iii. Action regarding proposed additions to Administrative Rule Title 40 TAC Part 15 Section 464 to Citizenship Assistance for Veterans.

MOTION: Made by Commissioner Mary Dale, seconded by Secretary Kimberlee Shaneyfelt to approve proposed additions to Administrative Rule Title 40 TAC Part 15 in response to section 462, 463 and 464

VOTE: 5-0: Motion Passed.

VI. Executive Session. None.

VII. Discussion and take possible action on the items considered in Executive Session.
There were no items to act on.

VIII. Discussion about setting the date, time, and location of the next Commission Meeting

The Commission agreed that the 2nd Quarterly Commission Meeting of FY 2022 would be held on Thursday, February 10, 2022, at 9:00 a.m. HQ Austin TX, SFA Bldg room 170.

IX. Adjournment.

Chairwoman Koerner asked each Commissioner for any closing remarks.

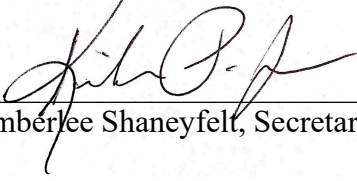
Each Commissioner extended their gratitude to Texas Veterans Commission staff for their support and hard work in serving Texas Veterans.

Chairwoman Koerner provided closing remarks as well.

MOTION: Made by Vice-Chair Kevin Barber and seconded by Secretary Kimberlee Shaneyfelt to adjourn the meeting.

Chairwoman Koerner adjourned the meeting at 10:50 a.m.

Minutes Approved by:



Kimberlee Shaneyfelt, Secretary