MEETING OF THE
LEGAL/LEGISLATIVE COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE SYSTEM

October 16, 2007

Minutes

The Legal/Legislative Committee of the Board of Trustees of the Houston Community College System held a meeting on Tuesday, October 16, 2007, at the System Administration Building, 3100 Main, 2nd Floor Seminar Room A, Houston, Texas.

COMMITTEE MEMBERS PRESENT
Mills Worsham, Committee Chair
Diane Olmos Guzman, Committee Member
Richard Schechter, Committee Member

ADMINISTRATION
Arthur Tyler, Deputy Chancellor/COO
Miles LeBlanc, General Counsel
Doretha Eason, Executive Assistant to the Chancellor
Remmele Young, Executive Director, Government Relations

OTHERS PRESENT
Jarvis Hollingsworth, Counsel, Bracewell & Giuliani
Dwight Boykins, Consulting, dBoykins Consulting
Judy Schneider, Consultant, dBoykins Consulting
Linda Koffel, President, Faculty Senate
Other administrators, citizens, and representatives of the news media

CALL TO ORDER
Mr. Worsham called the meeting to order at 1:50 p.m. and declared the Committee convened to consider matters pertaining to the Houston Community College System as listed on the duly posted Meeting Notice.

FEDERAL GOVERNMENT RELATIONS CONTRACT
Recommendation – Discuss the proposed federal government relations contract and related services sought by Houston Community College from dBoykins Consulting.

Remmele Young apprised the Committee that there is currently a month-to-month contract with both State and Federal Government Relations parties and provided the contract to the Committee for review.

Mr. Worsham asked why the federal and state government relations contracts were not presented for renewal with all the other contract renewals.

Mr. Young noted that he was unable to speak on the specifics of why the contracts were not on the list for renewal; however, he apprised that the monthly costs for the federal and state consultants fall within the Chancellor’s signature authority of less than $50,000.

(Mrs. Guzman arrived at 1:55 p.m.)
Mr. Worsham apprised that he would like to see benchmarks set for the consultants to including tracking of funds received.

Mrs. Guzman stated that she would request that the federal team seek more federal grants on behalf of the college.

Mr. Worsham noted that a meeting between the consultants and college presidents should be held to discuss funding needs.

Mrs. Guzman asked whether an inventory was completed to identify the different grants that the college is seeking. Dr. Tyler informed that there has been discussion of the different grant opportunities and apprised that the information provided identifies the specific grants that have been targeted as deliverables.

Dwight Boykins apprised that four requests have been submitted in terms of the earmarks funds. He noted that $150,000 has been appropriated for HCC’s nursing program and apprised that the federal team is comfortable that the funds will be granted. He further noted that the federal team has been instructed by the college to pursue funds for the Public Safety Institute, which is a priority for the federal team.

Mr. Schechter stated that he is assuming that the evaluation would be realistic in light of the fact they are signing the contract in September with a set of deliverables. Mr. Young informed that the Committee would have the opportunity to evaluate from the beginning time to the end time of the contract period to determine if there was value added and would therefore; cover the original time the contract was entered.

Dr. Tyler apprised that the contract is within the Chancellor’s signature authority; however, there may be additional expenses that could exceed the Chancellor’s authority, which would have to come back to the Board.

Mr. Boykins elaborated that it is a very serious task to represent the college and apprised that he is unaware of the issues. He further requested they are included in the discussions or terminate his services because to be given two months to accomplish twelve months of work is not fair.

Mrs. Guzman noted that a recommendation could be made to the full Board to authorize the Chancellor to negotiate a contract.

**Motion** - Mrs. Guzman motioned to authorize the Chancellor to negotiate a contract with dBoykins Consulting. Mr. Schechter seconded the motion. The motion passed with vote of 3-0.

Mr. Hollingsworth apprised that he appreciates the Board’s motion; however, counsel reviewed the contract, which is at a fixed amount of $11,500 per month with expenses not to exceed $500. He noted that for the four-month period remaining on the contract, the maximum amount of the contract could only be $48,000; therefore, the contract as far as it relates to policy is within the Chancellor’s signature of $50,000. He apprised that the Chancellor would not be able to proceed without the Board’s authority.

The committee concluded that the item was only a recommendation.

Mr. Young apprised that the discussion is not an indictment on the federal government relations team by any means; however, there are some budgetary concerns in light of the shortfall due to the Governor’s funding veto. Mr. Worsham requested that the government relations contracts be reviewed if the Governor’s funding veto is re-instated.
Mr. Worsham asked to review what other colleges are requesting as it relates to federal grants that HCC’s federal team could possibly seek.

**REPORT ON THE ORGANIZATION OF THE TEXAS COMMUNITY COLLEGE TRUSTEES**

Mrs. Guzman noted that she has been asked to serve on the exploratory committee that would be similar to the Texas Association of Community Colleges Trustees and Administrators. She noted that the Committee is scheduled to hold a meeting in San Antonio, Texas in November 2007 and noted that purpose of the committee would be to focus on lobbying for issues that are geared more to community colleges.

**ADJOURNMENT**
With no further business, the meeting adjourned at 2:34 p.m.

*Recorded by:*
Sharon R. Wright, Executive Administrative Assistant, Board Services

*Transcribed and submitted by:*
Sharon Wright, Executive Administrative Assistant, Board Services

*Minutes Approved: ________________________________*