



REGION 18 EDUCATION SERVICE CENTER

2811 La Force Boulevard, Midland, TX 79706

Notice: Of a Regular Meeting of the Board of Directors Thursday, August 24, 2023 at 11:30 AM, in the Conference Rooms A and B, Region 18 Education Service Center, 2811 La Force Boulevard, Midland, TX 79706. The Board may retire to executive session at any time between the meeting's opening and adjournment for purposes of deliberating business as authorized in Texas Government Code, Title 5, Subchapter D, Sections 551.071-551.074 and 551.076. Action, if any, will be taken in open session. (Texas Government Code Chapter 551.102)

AGENDA

1. Call to Order
2. Invocation
3. Roll Call
4. Audience

5. Swear in Board Member(s)

At the April 6, 2023 Board meeting the Board of Directors took action certifying the 2023 election. Mr. Randy Graham, running uncontested for Place 6 designated as the confines of Pecos-Barstow-Toyah and Fort Stockton ISDs was duly elected.

- a) Place 6 - Mr. Randy Graham
Mrs. LaJuan Holster will swear in Mr. Graham.

6. Director Reports

- a) Dr. Dewitt Smith - Executive Director/Chief Executive Officer

- 1) Report on Region 18 Honor Awards

- b) Britt Hayes - Chief Financial Officer

- 1) Financial Statement

The Financial Report is shown in three sections. The first is the financial statement, which shows the budget to actual variances for both revenues and expenditures.

The Statement of Position uses projected revenues and expenditures to estimate a fund balance at fiscal year-end, August 31, 2023. The third page is an investment report, which reflects investment balances, interest earned and shows a comparison of our interest rates to market trends.

- 2) Report on Property Casualty Insurance Renewal for 2023-2024

Region 18 renewed its property casualty insurance with TASB for the 2023-2024 fiscal year. Proposal and summary of coverage presented for review.

- 3) Joann Taylor - Chief TxCEE Officer

- c) Linda Jolly - Deputy Director of School Improvement and Federal Programs

- 1) Amanda Magallan - Chief Federal Programs Officer

- 2) Dr. Autumn Sloan - Chief Student & School Support Officer

- 3) Jill Rivera - Chief Instructional Officer

- 4) Chris Enriquez - Director of Instructional Technology & Analytics

- d) Ronnie Golson - Deputy Director of Leadership & Superintendent Support

- 1) Casey Ritchie - Chief Technology Officer

7. Action Items

- a) Consider Approval of Minutes for June 8, 2023 Board Meeting

The June 8, 2023 Board of Directors Meeting minutes are attached for review and approval.

- b) Consider Approval of Budget Amendment #6

The Texas Education Agency requires the Service Center to adopt a General Fund budget by function code. Amendments to the adopted budget between functions must be reflected in the official minutes. The following summary includes amendments for the 2022-2023 budget year. Please note that Transfers only move appropriations within the approved budget. In other words, they do not increase the total amount budgeted for the given fiscal year. Amounts in the Amendments section are in addition to the total amount approved in the initial budget and may impact fund balance.

c) Consider Approval of Initial 2023-2024 Budget

Chapter 8.003(f) of the Texas Education Code requires that the Service Center adopt an annual budget. A detailed budget is included for consideration.

d) Consider Approval of 2023-2024 Employee Benefits

Attached is a copy of the BCBS information for 2023-2024 and a summary of insurance plans available to staff for consideration. Region 18 currently pays \$525 per month per employee.

e) Consider Approval of Designation of Funds for Committed Fund Balance

Information regarding designation of funds for Committed Fund Balance is attached for consideration and discussion.

f) Consider Renewal and Approval of 2023-2024 Intergovernmental Contracts

Region 18 is asking the Board to adopt a resolution to renew and approve intergovernmental contracts with listed LEA's for products and services and authorizing the ESC's administration to take any and all action necessary to carry out the implementation of such Intergovernmental contracts.

g) Consider Approval of Contract for IT Service Management (ITSM) & Customer Relationship Management (CRM) Services

An RFP (R18-2023-05-000034 Addendum 1) was issued for EDLINK18 for vendors to submit a proposal to supply service desk and customer relationship management solutions to EDLINK18.

The awarded vendor is:

Freshworks
2950 S Delaware St, Suite 201
San Mateo, CA 94403

EDLINK18 currently uses Freshservice as its IT Service Management software for internal and external operations. EDLINK18 currently utilizes 62 agent licenses and 5000 asset management licenses. EDLINK18 currently uses an MSP multi instance solution providing 18 unique instances. EDLINK18 also wanted a Customer Relationship Management (CRM) solution that natively integrates with its IT Service Management software. The CRM solution should manage contacts, accounts, and deals. The CRM solution should also provide multiple sales pipelines and time based workflows. In addition, the CRM solution should have the ability to configure, price, and quote productions and solutions and generate branded documents.

h) Consider Approval of Contract for Enhancement and Maintenance of the Current Legal Framework for the Child-Centered Special Education Process

An RFP (R18-2023-06-000035) was issued for vendors to submit a proposal to enhance and maintain the current Legal Framework for Child-Centered Special Education process.

The awarded vendor is:

Cityon System, Inc.
4120 W Spring Creek #100
Plano, TX 75024

The RFP required vendors to provide pricing to create custom designed technologies to

enhance and maintain all programming aspects of Legal Framework for the period of September 1, 2023 to August 31, 2024. For reference, the project's web application can be found at fw.escapps.net.

This system is a customized database that supports statewide special education legal needs and assessments. The vendor will work with ESC staff to develop new and enhanced program features from basic concepts to desired future functionality.

i) Consider Adoption of Board Policy Update #29

Explanatory Notes for ESC Localized Policy Manual Update 29 as recommended by TASB and approved by Region 18 ESC attorneys are attached for review.

j) Consider Approval of Revised Board Policy BE(LOCAL)

Region 18 is recommending a revision to attached Board Policy BE(LOCAL) to permit the use of a consent agenda for Board action on qualifying items.

k) Consider Approval of 2023-2024 Salaries

Region 18 is providing information for Board consideration of 2023-2024 employee salaries including a previously approved increase of 3% of midpoint.

8. Executive Session

a) Personnel

b) Consultation with Region 18 ESC general counsel to seek and receive legal advice regarding pending legal matters including, but not limited to, personnel matters and/or pending or contemplated litigation. (Closed Session under Tex. Gov't Code 551.071)

9. Adjourn Meeting