

MINUTES OF THE  
STATE OFFICE OF RISK MANAGEMENT  
PUBLIC MEETING ON  
October 15-16, 2014

Board Members Stephanie Simmons (Chair), Lloyd Garland, and Rosemary Gammon were present on October 15, 2014.

- Item 1. Board Chair Simmons called the public meeting to order at 9:31 a.m. on October 15, 2014. Board Chair Simmons recognized Members present and declared a quorum. Board members John Youngblood and Tomas Gonzalez were announced absent.
- Item 2. Board Chair Simmons made no note of absences from previous meeting. No action was taken.
- Item 3. Board Chair Simmons called the Board into Executive Session at 9:32 a.m. pursuant to Section 551.074, Government Code, on appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
- Item 4. Board Chair Simmons reconvened the Board at 5:15 p.m. and recognized Members present. No action was taken on matters discussed in Executive Session. The Board recessed, subject to call of the chair, at 5:16 p.m.

Board Members Stephanie Simmons (Chair), Lloyd Garland, Rosemary Gammon, and John Youngblood were present on October 16, 2014.

- Item 5. Board Chair Simmons reconvened and called the public meeting to order at 9:41 a.m. on October 16, 2014. Board Chair Simmons recognized Members present and declared a quorum. Board Member Tomas Gonzalez was announced absent.
- Item 6. Board Chair Simmons recognized Board Members Garland and Gonzalez were absent for July 15, 2014 meeting. Board Member Youngblood moved to excuse those absences. Board Member Gammon seconded the motion, which carried without objection (4-0 vote).
- Item 7. Board Member Gammon moved for approval of the Minutes of the July 15, 2014, meeting. Board Member Youngblood seconded the motion, which carried without objection (4-0 vote).
- Item 8. Agency Operations Report. Stephen S. Vollbrecht, Deputy Executive Director and General Counsel, introduced the agency operations report. Mr. Vollbrecht introduced new employees and provided information on vacancies. Stuart B. Cargile, Chief of Internal Operations and Chief Financial Officer, presented an update on Internal Operations including an update on fourth quarter and year end budget, capital expenditures, biennial and claim fund appropriations, output measures, and Information Resource updates. Gordon Leff, Chief of Strategic Programs, presented an update on Risk Management and Workers' Compensation including insurance program and claims counts. Barbara L. Klein, Chief of Legal Services and Deputy General Counsel, presented an update on subrogation, disputes, open records and research requests. Division Chiefs answered questions from the Board.
- Item 9. Internal Audit Report/Plan. Rene Gonzalez, of Garza/Gonzalez & Associates, presented the Board with the agency's Fiscal Year 2014 Internal Audit Report on Accounting and Finance. Mr. Gonzalez discussed the review, observations, and evaluations. Also presented was the Fiscal Year 2015 Internal Audit Plan including follow up to prior year observations. Board Member Garland commented on the report, proposed plan, and time frame of filing. He proposed the Fiscal Year

2015 audit be for Document Processing Department. Board Member Garland also discussed billing. Mr. Gonzalez answered questions. Board Member Garland moved to accept report and Fiscal Year 2015 Audit Plan with the Document Processing Department modification. Board Member Youngblood seconded the motion. Vote carried without objection (4-0 vote).

Board Chair Simmons inquired regarding the agency's approach to infectious diseases. Mr. Vollbrecht answered questions and commented.

- Item 10. Board Chair Simmons called the Board into Executive Session at 10:32 a.m. pursuant to Section 551.074, Government Code, on appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. Board Member Garland asked for Public Comment for staff/visitors that may leave during Executive Session. No Public Comment.
- Item 11. Board Chair Simmons reconvened the Board at 2:26 p.m. and recognized Members present. Board Member Gammon moved to give Board Chair Simmons authority to designate an Executive Director on or before December 1, 2014. Board Member Garland seconded the motion. Vote carried without objection (4-0 vote).
- Item 12. No Public Comment.
- Item 13. Future Meeting Dates. Discussion on suggested dates for the next Board meeting. The Board heard suggested meeting dates. Board Chair Simmons will leave Tuesdays as future meeting dates and set January 13, 2015 as next tentative meeting date.
- Item 14. Board Chair Simmons adjourned the meeting at 2:30 p.m.

I certify that the above minutes for October 15-16, 2014, were approved by the State Office of Risk Management Board Members at the public meeting on January 13, 2015.

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Stephanie E. Simmons, Board Chair