

MINUTES
CALDWELL COUNTY CHILD WELFARE BOARD
110 S. Main Street, Second Floor Courtroom, Lockhart, Texas
Child Welfare Board Meeting May 17, 2022, 12:00 P.M.

President Juanita Allen

Vice-President Matt Kiely	Member Carol Holcomb
Treasurer Angelica Jeffers	Member Janice Benbow
Secretary Elizabeth Schmidt	Member Robert Haedge

1. Call Meeting to Order. Members Jeffers, Haedge, Allen, Kiely, Holcomb, and Schmidt in attendance.

Meeting called to order at 12:10P.M.

2. Citizens' Comments. At this time, any person may speak to the Board if they have filled out a Caldwell County Child Welfare Board Participation Form. Comments will be limited to four (4) minutes per person. No action will be taken on these items and no discussion will be had between the speakers(s) and members of the Board. The Board does retain the right to correct factual inaccuracies made by the speakers. If this item lasts longer than 30 minutes, then the balance of comments will continue as the last agenda item of the day.

No citizens' comments.

3. Discussion/Action to select a presiding officer.

The Board received information from the attorney for the County, Chase Goetz, regarding statutory requirements for a presiding officer. Motion made by Member Kiely to nominate Member Allen as President of the Board, seconded by Member Schmidt. All voting "Aye." MOTION APPROVED.

4. Discussion/Action to select remaining officers as required by Board by-laws.

The Board received information from Attorney Goetz, regarding the Board's bylaws, requiring appointment of a Vice-President, Secretary, and Treasurer, and their respective general duties. Motion is made by Member Kiely nominating himself to serve as Vice-President of the Board, seconded by Member Schmidt. All voting "Aye." MOTION APPROVED.

Motion is made by Vice-President Kiely nominating Member Jeffers as Treasurer, seconded by Member Haedge. Members Haedge, Kiely, Allen, Holcomb, and Schmidt vote "Aye." Member Jeffers votes "Nay." MOTION APPROVED.

Motion is made by Vice-President Kiely nominating Member Schmidt as Secretary, seconded by Member Haedge. All voting "Aye." MOTION APPROVED.

5. Discussion/Action to designate the Treasurer and President of the Board as authorized account holders on its account with Lockhart First National Bank.

The Board received information from Attorney Goetz regarding the necessity of Board approval to authorize the new Treasurer and

President as authorized account holders for the Board. Motion made by Member Haedge to designate Treasurer and President as authorized account holders for Board accounts, seconded by Vice-President Kiely. All voting "Aye." MOTION APPROVED.

6. Discussion/Action to approve a request for funds from the Department of Family and Protective Services to be used for child welfare services, and authorizing the Treasurer to disperse said funds.

The Board received information from Attorney Goetz regarding a request for funds made by the Department of Family and Protective Services. Member Haedge asks what the Board's funds would be spent on. Attorney Goetz responded that monies granted to DFPS typically go to a County's Rainbow Room, and economic assistance to foster families. Attorney Goetz generally described reporting requirements for expenditures, and suggested the item be tabled until the Board's next meeting, so that additional research could be conducted as to the Board's responsibilities when awarding funds, and whether the Board could delegate the award process to a nonprofit entity. Motion made by President Allen to table Item 6 until the next Board meeting, seconded by Member Haedge. All voting "Aye." MOTION APPROVED.

7. Discussion/Action to approve a memorandum of understanding with the Caldwell County Clerk's Office, designating the County Clerk as its custodian of records.

The Board received information from Attorney Goetz regarding the Board's responsibilities under the Public Information Act, and under the County's contract with the Department of Family and Protective Services. Attorney Goetz stated that he had spoken to the County Clerk, Teresa Rodriguez, who had tentatively agreed to act as custodian of records for the Board. Motion made by Member Haedge to approve a

memorandum of understanding with the Caldwell County Clerk and authorizing President Allen to execute said agreement, seconded by Treasurer Jeffers. All voting "Aye." MOTION APPROVED.

8. Discussion/Action to designate an email address and physical address pursuant to the Public Information Act.

The Board received information from Attorney Goetz regarding the Board's ability to designate an email address and physical address pursuant to the Public Information Act. Motion made by Member Haedge to designate the Caldwell County PIA email address and the Criminal District Attorney's Office physical address, seconded by Vice-President Kiely. All voting "Aye." MOTION APPROVED.

The designated email address is:

PIARequest@co.caldwell.tx.us

The designated physical address is:

Caldwell County District Attorney
Attn: Public Information Officer
1703 S. Colorado Street, Box #5
Lockhart, Texas 78644

9. Discussion/Action to approve the Board's closure of its account with Lockhart First National Bank, and direct the Treasurer to close said account.

The Board received information from Attorney Goetz regarding the necessity of an outside bank account. Motion made by Vice President Kiely to authorize the Treasurer to close the Board's bank account conditioned on the execution of an agreement with the Caldwell County Community Grant Services Foundation to manage the Board's funds on

its behalf, seconded by Member Holcomb. All voting "Aye." MOTION APPROVED.

10. Discussion/Action to recommend that the Caldwell County Commissioners Court create an account designated to hold funds donated to the Board.

The Board received information from Attorney Goetz regarding the necessity of a county-managed account for specific types of monies. Motion made by Member Holcomb to recommend to the Caldwell County Commissioner's Court that they create an account designated to hold funds donated to the Board, seconded by Vice-President Kiely. All voting "Aye." MOTION APPROVED.

11. Discussion/Action to recommend termination of an agreement between the Caldwell County Commissioners Court and the Department of Family and Protective Services, where the County is obligated to maintain the Child Welfare Board.

The Board received information from Attorney Goetz regarding duties of the Board, and it's purpose as a liaison between the Commissioners Court and the Department of Family and Protective Services. Member Haedge asks about the history of the Board in Caldwell County. Vice-President Kiely notes the repeated failed attempts to organize and maintain active involvement with the Board, in addition to minimal fundraising. Attorney Goetz noted that termination of the agreement did not mean that the Board must dissolve—only that the County was no longer obligated to maintain a Child Welfare Board. Motion made by Member Haedge to recommend termination of the agreement, seconded by Treasurer Jeffers. Vice-President Kiely stepped out for the remainder of the meeting. A quorum was maintained. All remaining members voting "Aye." MOTION APPROVED.

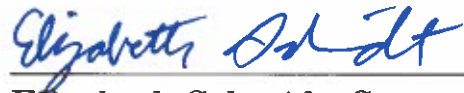
12. Discussion/Action to select the Board's next meeting date.

The Board discussed a date for its next meeting. Motion made by Member Haedge that the next meeting be held on July 19th at 12:00pm in the Second Floor Courtroom of the Caldwell County Courthouse located at 110 S. Main Street, Lockhart, Texas. Motion seconded by Member Holcomb. All voting "Aye." MOTION APPROVED.

13. Adjournment.

Motion made by Member Holcomb, seconded by Member Haedge. All voting "Aye." The Board adjourns.

I, ELIZABETH SCHMIDT, Secretary of the Caldwell County Child Welfare Board, do hereby certify that the foregoing contains a true and accurate record of the proceedings had by the Caldwell County Child Welfare Board on May 17, 2022.



Elizabeth Schmidt, Secretary
Child Welfare Board
Caldwell County, Texas