

**CREDIT UNION COMMISSION
COMMISSIONER EVALUATION COMMITTEE
MEETING MINUTES
Credit Union Department Building
914 East Anderson Lane, Austin, Texas**

NOVEMBER 4, 2021

A. CALL TO ORDER – ASCERTAIN A QUORUM – Chair Karyn Brownlee called the meeting to order at 3:03 p.m., in the conference room of the Credit Union Department Building, Austin, Texas pursuant to Chapter 551 of the Government Code, and declared that a quorum was present. The other members present were Sherri Merket, David Shurtz, Kay Swan and Commission Chair Yusuf Farran, ex-officio. Assistant Attorney General Melissa Juarez was in attendance via videoconference to serve as legal counsel. Representing the Department staff were John J. Kolhoff, Commissioner; and Isabel Velasquez, Executive Assistant. Mrs. Brownlee appointed Isabel Velasquez as recording secretary. The Chair also inquired regarding notice, and the Commissioner confirmed that the notice of the meeting was properly posted (**October 11, 2021 TRD#2021006128**).

❖ **GENERAL PUBLIC COMMENT** – Chair Brownlee invited public input on matters that were not scheduled items on the agenda for possible future consideration by the Commission. No public comments were received.

B. APPROVAL OF MINUTES OF PRIOR MEETING (November 5, 2020).

Mr. Shurtz moved to approve the minutes of November 5, 2020, as presented. Mrs. Merket seconded the motion, and the motion was unanimously adopted.

C. FY 2021 Performance Evaluation and FY 2022 Remuneration For The Commissioner – Mrs. Brownlee stated that the Committee would be entering into Executive Session as provided under Section 551.074 of the Government Code for the purpose of discussing personnel issues related to finalizing the proposed annual performance evaluation and remuneration for the commissioner. The Committee entered into Executive Session at 3:06 p.m.

At 4:55 p.m., the committee returned to open session, and the chair announced that no action had been taken in closed session. The committee then took no formal action regarding the agenda, reserving further discussion and possible action concerning the Commissioner's FY2021 performance evaluation and FY2022 remuneration for the meeting of the full commission the next day, November 5, 2021.

D. FY 2022 Performance Objectives and Goals – The committee took no formal action, and it was the consensus of the committee to table this agenda item.

E. Commissioner Succession Plan – Commission policy provides that in the event of a planned or unplanned departure of the commissioner, the Commissioner

Evaluation Committee assumes responsibility for the succession process and serves as the Commission's search committee for purposes of carrying out the plan.

After a brief discussion, Mrs. Merket moved that the Committee approve the Plan without changes as presented. Mr. Shurtz seconded the motion, and the motion was unanimously adopted.

F. Review Future Meeting Dates (Next Regularly Scheduled Committee Meeting – November 3, 2022). Chair Brownlee reminded the committee that the next regular meeting of the Committee has been tentatively scheduled for November 3, 2022.

There being no other business to come before the committee, Mrs. Brownlee adjourned the meeting at 5:08 p.m.

Karyn Brownlee
Chair

Isabel Velasquez
Recording Secretary

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