

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

**June 10, 2022**

**A. CALL TO ORDER – ASCERTAIN A QUORUM** – Chair Karyn Brownlee called the meeting to order at 8:33 a.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 Jim Minge, ex-officio. Nancy Elmilady, General Counsel was in attendance to serve as legal counsel. Representing the Department staff were John J. Kolhoff, Commissioner; and Isabel Velasquez, Executive Assistant. The Chair welcomed Melodie Durst, Executive Director, Credit Union Coalition of Texas. 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 **(June 2, 2022 TRD#2022003309)**.

➤ **INVITATION FOR PUBLIC INPUT** – Chair Brownlee invited public input. There was none.

**B. APPROVAL OF MINUTES OF PRIOR MEETING (January 27, 2022).**

Mr. Shurtz moved to approve the minutes of January 27, 2022, as presented. Ms. Merket seconded the motion, and the motion was unanimously adopted.

**C. Commissioner Succession Plan** – 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 to deliberate personnel matters. The Committee entered Executive Session at 8:35 a.m.

At 8:51 a.m., the committee returned to open session. Chair Brownlee inquired if there were any members who wished to bring forth any motion related to the committee's discussion in executive session. Ms. Merket moved to recommend Robert W. Etheridge be appointed as Interim Commissioner effective July 16, 2022. Mr. Shurtz seconded the motion, and the motion was unanimously adopted.

At 8:52 a.m., Chair Brownlee announced the committee would be going into recess and will reconvene following the regular commission meeting, which is to begin at 9:00 a.m.

At 11:45 a.m., Chair Brownlee announced the committee was reconvening from previous recess.

At 11:46 a.m., Chair Brownlee announced the committee would enter executive session to continue discussions under item C. Commissioner Succession Plan.

At 12:32 p.m., the committee returned to open session. Chair Brownlee inquired if there were any members who wished to bring forth any motion related to the committee's discussion in executive session. Hearing none, Ms. Merket moved that we post the job opening position by the end of next week (Friday, June 17, 2022) with a proposed timeline of the applications being due in by July 29, 2022 with possible room for extension, should we need it. Mr. Shurtz seconded the motion, and the motion was unanimously adopted. Chair Brownlee inquired if there was another motion. Mr. Shurtz moved that the commissioner's salary state position classification be changed from a 5 to a 6. Mrs. Swan seconded the motion, and the motion was unanimously adopted.

**D. Future Meeting Date (Next Tentative Scheduled Committee Meeting – August 5, 2022).** Chair Brownlee announced the next meeting of the Committee has been tentatively scheduled for August 5, 2022, at 9:00 a.m.

There being no other business to come before the committee, Ms. Merket made a motion to adjourn the meeting at 12:36 p.m. Mr. Shurtz seconded the motion and the motion carried.

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Karyn Brownlee  
Chair

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Isabel Velasquez  
Recording Secretary

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