



CREDIT UNION COMMISSION
Commission Policy Manual Review Committee Meeting
Credit Union Department Building
914 East Anderson Lane
Austin, Texas

Thursday, March 9, 2023
10:00 a.m.

* * * **AGENDA** * * *

This meeting of the Texas Credit Union Commission Policy Manual Review Committee will be held at the Credit Union Department Building at 914 E. Anderson Ln., Austin, Texas 78752 and is open to the public. Only onsite testimony will be allowed; however, the meeting will be transmitted live through a link on the Department's webpage at www.cud.texas.gov on the day of the meeting, March 9, 2023, at 10:00 a.m.

An electronic copy of the agenda is now available at www.cud.texas.gov under Credit Union Commission, Commission Meetings, along with a copy of the meeting materials. A recording of the meeting will be available after March 17, 2023. To obtain a recording, please contact Isabel Velasquez at 512-837-9236.

Public comment on any agenda item or issue under the jurisdiction of the Credit Union Commission Rules Committee is allowed. Unless authorized by a majority vote of the meeting quorum, the comments of any persons wishing to address the Committee will be limited to no more than ten (10) minutes.

The Committee may discuss and/or take action regarding any item on this agenda.

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Executive Session: The Committee may go into executive session (close its meeting to the public) on any agenda item if appropriate and authorized by the Open Meetings Act, Texas Government Code, Chapter 551.

Meeting Recess: In the event the Commission does not finish deliberation of an item on the first day for which it was posted, the Commission might recess the meeting until the following day at the time and place announced at the time of recess.

Meeting Accessibility: Under the Americans with Disabilities Act, the Credit Union Commission will accommodate special needs. Those requesting auxiliary aids or services should notify Joel Arevalo, Texas Credit Union Department, 914 East Anderson Lane, Austin, Texas 78752--(512) 837-9236, as far in advance of the meeting as possible.

A

CALL TO ORDER

TEXAS CREDIT UNION COMMISSION POLICY MANUAL REVIEW COMMITTEE

Members

- *David Bleazard, Chair*
- *Karyn Brownlee*
- *David Shurtz*
- *Jim Minge, Ex-officio*

Legal Counsel

- *Nancy Elmilady*

Staff

- *Michael S. Riepen*
- *Robert W. Etheridge*
- *Isabel Velasquez*

B

COMMISSION POLICY MANUAL MEETING MINUTES

B. A draft copy of the minutes of the Committee's meeting held on November 3, 2022, is located under Tab B.

RECOMMENDED ACTION: The Department requests that the Committee approve the minutes as presented.

RECOMMENDED MOTION: I move that the minutes of the Committee's November 3, 2022, meeting be approved as presented.

**CREDIT UNION COMMISSION POLICY REVIEW COMMITTEE
MEETING MINUTES
914 East Anderson Lane, Austin, Texas
November 3, 2022**

A. CALL TO ORDER – Chairman David Bleazard called the meeting to order at 1:31 p.m. pursuant to Chapter 551 of the Texas Government Code. Other members present included Karyn Brownlee, David Shurtz, and Ex-officio Jim Minge. The Chair introduced General Counsel Nancy Elmilady, who will serve as legal counsel for the committee at this meeting. Staff members in attendance were Commissioner Michael S. Riepen, Deputy Commissioner Robert W. Etheridge, and Executive Assistant, Isabel Velasquez. The Chair appointed Isabel Velasquez as recording secretary. The Chair inquired and the Commissioner confirmed that the notice of the meeting was properly posted with the Secretary of State (**October 17, 2022, TRD#2022006266 and 2022006267**).

❖ **INVITATION FOR PUBLIC INPUT FOR FUTURE CONSIDERATION**
– Chairman Bleazard invited public input for future consideration by the committee. There was none.

B. COMMISSION POLICY MANUAL

1. Proposed Changes to the Reserve Policy, Section XX – Chairman Bleazard explained that the Committee has been working closely with Deputy Commissioner Etheridge and staff as a result of a recommended management action made by the Sunset Review Team in their final report issued in August 2020. The recommendation directs the Commission to change its Reserve Fund Policy to base the balance of the fund on the Department's budget and expenditures, rather than a fixed amount that may not accurately reflect our long-term needs. The recommended changes to the policy will result in the Reserve Fund balance being evaluated and adjusted during each fiscal year's budgetary

process based on the projected budget for the next fiscal year. Furthermore, the changes will also make sure adequate funds are set aside for an adequate financial cushion, and for major projects, such as building improvements and information technology. Deputy Commissioner Etheridge proceeded to report for general discussion purposes on proposed changes to the manual.

After a brief discussion, Mrs. Brownlee moved that the Commission approve and adopt the proposed changes as recommended to the Reserve Policy, under Section XX of the Commission Policy Manual. Mr. Shurtz seconded the motion, and the Committee carried the motion unanimously.

B. COMMISSION POLICY MANUAL

2. Review of Policy Manual and Proposed Changes and/or General Discussion of the Manual. – Chairman Bleazard reported that at the June 10, 2022, Commission meeting, the Commission Policy Review Committee was created appointing its members. The purpose of the Committee is to review the Manual for any needed changes that arise and implement within the Manual recommendations from other state agencies such as the Sunset Commission. Furthermore, for this agenda item, this Committee will generally discuss proposed changes to the full Manual that is under consideration for the March 2023 Manual's annual review. These proposed changes are separate from agenda item (B)(1), Reserve Policy, Section XX.

The Committee discussed working in teams and to report changes to General Counsel Elmilady and have her consolidate all changes into one report before our next Commission meeting in March. One team would consist of Mrs. Brownlee and Mr. Minge and the other would consist of Chair Bleazard and Mr. Shurtz.

Mr. Bleazard announced that the next Commission Policy Review Committee meeting is scheduled for March 9, 2022. Mr. Shurtz seconded the motion, and the Committee carried the motion unanimously.

Mr. Shurtz thanked Deputy Commissioner Etheridge and General Counsel Elmilady for all of their hard work that has been accomplished on this Manual.

ADJOURNMENT

Without objection, the meeting was adjourned at 2:54 p.m.

David Bleazard
Chair

Isabel Velasquez
Recording Secretary

Distribution:

Legislative Reference Library

C

COMMISSION POLICY MANUAL

C. 1. Commission Policy Manual Review, Updates, and Proposed Edits.

BACKGROUND: At the June 10, 2022, Commission Meeting, the Commission Policy Manual Review Committee was created appointing its members. The purpose of the Committee is to review the Manual for changes; to implement within the Manual recommendations from other state agencies such as the Sunset Commission; and to implement other necessary changes that arise.

For this agenda item the Committee will review, discuss, and approve changes to the Commission Policy Manual.

RECOMMENDED ACTION: That the Committee approve the changes as discussed at today's meeting and recommend these proposed changes to the Commission for discussion, review, and potential adoption.

RECOMMENDED MOTION: I move that the Committee approve the proposed changes to the Commission Policy Manual as discussed at today's meeting and recommend these proposed changes to the Commission at tomorrow's meeting for adoption.

**ANY ADDITIONAL MATERIAL WILL BE SUPPLIED
AT THE MEETING**

D

NEXT MEETING AND ADJOURNMENT

D. Discussion of and Vote to Establish Date for Next Committee Meeting.

BACKGROUND: If necessary, the next regular meeting of the Committee will be scheduled at this meeting.

ADJOURNMENT

FUTURE COMMITTEE MEETING DATES

Thursday, July 13, 2023

All regular scheduled meetings will begin at 1:30 p.m. unless notified differently.

If anyone has conflicts with the proposed date, please contact Isabel Velasquez at (512) 837-9236.