

**CREDIT UNION COMMISSION
COMMISSIONER EVALUATION COMMITTEE
MEETING MINUTES**

December 4, 2025

A. CALL TO ORDER – Chair Karyn Brownlee called the meeting to order at 1:00 p.m. pursuant to Chapter 551 of the Texas Government Code and declared that a quorum was present. Committee members Kay Swan and David Shurtz were present. Ex-officio member, Jim Minge was also in attendance. The Chair recognized David Bleazard, Commission member, as being present in the room but not participating in the discussion of any items nor voting on any items during the committee meeting. The Chair introduced the Department’s new General Counsel Devon Bijansky, who will serve as the legal counsel for the committee at this meeting. Staff members in attendance were Michael S. Riepen, Commissioner, Robert W. Etheridge, Deputy Commissioner, Robert Reid, Network Specialist, and Isabel Velasquez, Executive Assistant. 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 (**November 25, 2025, TRD# 2025006783**).

- **INVITATION FOR PUBLIC INPUT FOR FUTURE CONSIDERATION** – Chair Brownlee invited comments, and no public comments were received.

The Chair officially announced that under Section 551.074 of the Texas Government Code, the Committee may enter Executive Session for the purpose of discussing personnel matters.

B. APPROVE MINUTES OF THE LAST COMMITTEE MEETING (AUGUST 12, 2025) – Mrs. Swan moved to approve the minutes of the August 12,

2025, meeting as presented. Mr. Shurtz seconded the motion, and the motion was unanimously adopted.

Chair Brownlee announced that Items C and D are both required to go into Executive Session, and are personnel related.

C. FY 2025 COMMISSIONER PERFORMANCE EVALUATION

D. FY 2026 COMMISSIONER PERFORMANCE EVALUATION

PROCESS -- Chair Brownlee announced that under the Texas Open Meetings Act, Texas Government Code, Section 551.074, the Committee would enter Executive Session to deliberate on personnel matters. The Committee entered Executive Session at 1:08 p.m. The Committee returned to open session at 2:30 p.m.

Chair Brownlee entertained a motion to recommend to the full commission approval of the Performance Evaluation of the Commissioner for Fiscal Year 2025. Mr. Shurtz moved to approve the motion as presented. Mrs. Swan seconded the motion, and the motion was unanimously adopted.

Chair Brownlee entertained a motion to recommend to the full Commission approval of the Commissioner Performance Evaluation process for Fiscal Year 2026. Mrs. Swan moved to approve the motion, as presented. Mr. Shurtz seconded the motion, and the motion was unanimously adopted.

D. FUTURE COMMITTEE MEETING DATES – Chair Brownlee announced the next meeting of the Committee has been tentatively scheduled for November 5, 2026.

There being no further business, Chair Brownlee adjourned the meeting at 2:32 p.m.

Karyn Brownlee
Chair

Isabel Velasquez
Recording Secretary

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