

Minutes of the Special Meeting of the Board of Directors of OST/Almeda Corridors Redevelopment Authority

The Board of Directors of OST/Almeda Corridors Redevelopment Authority (the "Authority") held a special joint meeting open to the public with the Board of Directors of Reinvestment Zone Number Seven, City of Houston (the "Zone") on Monday, January 09, 2023, at 12:00 p.m. at the offices of OST/Almeda Corridors Redevelopment Authority, 5445 Almeda Rd., Suite 502, Houston, Texas 77004, to consider, discuss and adopt such orders, resolutions, or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable. The roll was called of all the duly appointed members of the Board:

<u>Position #</u>	<u>Board Members</u>
1	Algenita Scott Davis
2	Hexser Holliday, II
3	Zinetta A. Burney
4	Brian G. Smith
5	Lauren Haller Fontaine
6	Cathy Evans-Jackson
7	Antoine Bryant

All of the above were present except Directors Antoine Bryant and Lauren Haller Fontaine. Others in attendance were Clark Lord, Andrew Busker, LaWanda Ware, Theola Petteway, Deborah Juneau, Eric Tschanz, Floyd Smith, Kia Rand, and Tamiko Brock.

A quorum was present. Chair Burney called the meeting to order at 12:00 p.m. and Vice-Chair Scott Davis chaired the meeting.

PUBLIC COMMENTS

No public comments.

HUMAN RESOURCES: ORGANIZATION AND PERSONNEL AND EVALUATION

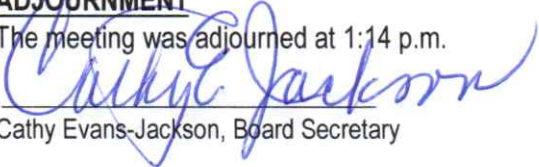
Theola Petteway reviewed the master contract with Alchemy Consulting Group LLC to provide Human Resources (HR) Services which was approved by the board of directors and signed by the City of Houston and two work orders issued pursuant to the master contract. LaWanda Ware of Alchemy Consulting Group LLC reviewed the scope of work and status of each deliverable listed in WO # 2022-ACG-01; answered questions related to completed deliverables including timeline for completing outstanding scope of work and deliverables; reviewed scope of work and deliverables specified in WO #2023-ACG-01 and provided the board with a schedule for completion of all outstanding scope of work (Job Descriptions, Performance Management, Administrative and Employee Handbook, Policies, Procedure Manual, Recruitment, and HR Director on Call) and deliverables to be completed by March 31, 2023. Next Steps: Upon recommendation by Brian Smith, the board agreed to hold a meeting in March for Alchemy Consulting Group LLC to present a detailed report on the completion of the scope of work and deliverables.

NEXT REGULAR MEETING

The next meeting will be held on Tuesday, January 17, 2023, at 12:00 p.m.

ADJOURNMENT

The meeting was adjourned at 1:14 p.m.


Cathy Evans-Jackson, Board Secretary

**Minutes of the Meeting of the Board of Directors of
Reinvestment Zone Number Seven, City of Houston, Texas**

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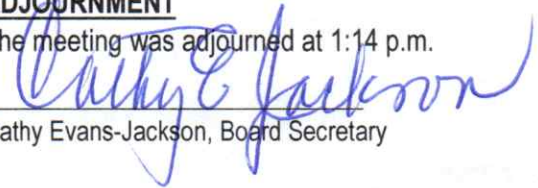
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