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## Brooks Development Authority

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### Executive Committee | Special Board Meeting Agenda

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Monday, March 19, 2018 - 11:00 AM  
Brooks Board Room, 2664 Flight Nurse, San Antonio, Texas 78235

1. Meeting called to Order
2. Citizens to be Heard
3. Minutes
  - A. Approval of the November 10, 2017 Executive Committee Minutes
4. Reports:
  - A. Chairman's Report
  - B. President's Report
5. Action Items:
  - A. Recommend Board approval for the adoption of the Succession Plan for the President & CEO - *Leo Gomez, President & CEO*
6. Discussion Items:
  - A. Brooks CFO Professional Development Plan - *Leo Gomez, President & CEO*
  - B. Executive Leadership Team Playbook - *Christie Trevino, Human Resources Director*
  - C. Crisis Communication Plan - *Connie Gonzalez, Director of Public Relations*
  - D. Brooks Board Committee(s) Roles & Responsibilities - *Leo Gomez, President & CEO*
7. Information Items: None
  - A. Next Planning & Development Committee Meeting - Tuesday, March 27, 2018 - 9:00am
  - B. **Next Finance Committee Meeting - Thursday, March 29, 2018 - 3:00pm (Due to Good Friday Holiday)**
  - C. Next Board of Directors Meeting - Monday, April 9, 2018 - 3:00pm
8. Executive Session

#### **Announcement**

The Brooks Development Authority Board reserves the right to adjourn into executive session at any time to discuss any of the matters listed above as well as the items listed below, as authorized by Texas Government Code Section 551.071 (consultation with attorney), Section 551.072 (deliberations about real property), Section 551.073 (deliberations about gifts and donations) Section 551.074 (personnel matters), Section 551.076 (deliberations about security devices), Section 551.087 (economic development). Deliberate the purchase, exchange, lease or value of real property and discuss related legal issues.

A. Discussion regarding personnel matters.

9. Adjournment

**Accessibility Statement**

This meeting place is accessible to persons with disabilities. Parking is available. Auxiliary aids and services, including Deaf interpreters, must be requested 48 hours prior to the meeting. For assistance call the Brooks Main Office at (210) 678-3300 or 711 (Texas Relay Service for the Deaf).

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