



**MINUTES**  
*Of the*  
**SAN JACINTO COUNTY APPRAISAL DISTRICT – Regular Meeting**  
**BOARD OF DIRECTORS**

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**DATE:** February 20, 2018

**PLACE:** 99 Slade St, Coldspring, TX 77331

**MEMBERS PRESENT:** Chairman Susan Bailes, Director Jay Phillips, Director Steve Roberts and Interim Tax Assessor-Collector Dianne Griffiths.

**OTHERS PRESENT:** Sherri Schell and 6 guests

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**Minutes:**

- **Call meeting to order**
  - Chairman Susan Bailes called the meeting to order at 6:10 P.M.
- **Establish A Quorum**
  - Chairman Susan Bailes stated to let the record reflect a quorum was present with Vice-Chairman Richard Boudreaux and Secretary Jeff Washburn not in attendance.
- **Approve and Adopt an Agenda**
  - Director Jay Phillips made a motion to approve and adopt the agenda. Director Steve Roberts seconded the motion. Motion passed unanimously.
- **Public Comments**
  - None.
- **Board of Directors Comments**
  - None.
- **Consent Agenda**
  - Review and approve minutes from the January 24, 2018 regular meeting.
    - Director Steve Roberts made a motion to approve the minutes from the January 24, 2018 regular meeting. Director Jay Phillips seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for January 2018.
    - Director Steve Roberts made a motion to approve the financial reports and budget transactions for January 2018. Director Jay Phillips seconded the motion. Motion passed unanimously.
- **Action Items**
  - **A.** Discuss and approve addition of PACS Mobile to current Harris Govern / True Automation services.
    - After listening to a presentation given by a representative from Harris Govern / True Automation Director Steve Roberts made a motion to approve the addition



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of PACS Mobile to current Harris Govern / True Automation services. Director Jay Phillips seconded that motion. Motion passed unanimously.

- **B.** Review and approve changes to executive session policy.
  - Director Jay Phillips made a motion to approve the changes to the executive session policy. Director Steve Roberts seconded the motion. Motion passed unanimously.

- **Discussion Items**

- **A.** Presentation given by representative from Harris Govern / True Automation.
  - Manny Araujo with Harris Govern / True Automation gave a presentation describing the benefits of the PACS Mobile system. The Board of Directors asked questions to gain information to make a decision regarding the implementation of this program at SJCAD.
- **C.** Chief Appraiser Report on the District:
  - Chief Schell discussed the Interest and Investment balance report, and it was reviewed by all Board of Directors members. Chief Schell informed the BOD that the SJCAD had passed both the MAPS review and the PVS. She then updated the Board on the progress being made by the appraisers on the reappraisal plan. She stated that it was not going to be possible to finish but the appraisers were steadily working. Chief Schell also stated that the appraisers were beginning to work the Ag & Timber Applications.

- **Executive Session**

- Executive session was cancelled, and the Chief Evaluation was not discussed, it will be discussed at the next meeting.

- **Adjourn**

- The Board of Directors set the next BOD meeting for March 20, 2018 at 6:00 PM. Secretary Jay Phillips made a motion to adjourn. Director Steve Roberts seconded the motion. Motion passed unanimously.
- Meeting adjourned at 7:28 P.M.

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 Chairman, Board of Directors

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 Date

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 Secretary, Board of Directors

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 Date