

**Minutes of the Meeting  
of the Personnel and Audit Committee of the  
Fire and Police Retiree Health Care Fund, San Antonio  
January 17, 2024**

**PRESENT:** Frank Gutierrez, Fire Department Retiree Representative; Committee Member  
Mike Despres, Retired Police Representative;  
Steve Carse, Fire Department Representative; Committee Member  
Jason Sanchez, Police Department Representative; Committee Chairperson

**ABSENT:**

**OTHERS  
PRESENT:** James Bounds, Executive Director

At 1001 a.m., Chair Sanchez called the meeting to order. The roll was called, and a quorum was declared present. Committee members deliberated the timeline, process, and format for the performance evaluation of the Executive Director, which will be implemented as contractually required.

**EXECUTIVE**

**SESSION:** The Committee went into Executive Session at 1003 a.m. in accordance with Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Health Fund. It adjourned at 1125 a.m.

**MEMBERS  
TO BE**

**HEARD:** None

**ACTION  
ITEMS:**

1. No action taken.

**ADJOURNMENT:** There being no further business, a motion was made by Trustee Carse and second by Trustee Gutierrez that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 1135 a.m.

Enclosures  
- Agenda

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