Self-Evaluation Report
State Policy Committee

Sunset Advisory Commission

September 2011

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State Policy Committee
Self-Evaluation Report

I. Agency Contact Information

A. Please fill in the following chart.

(Agency Name) Exhibit 1: Agency Contacts				
	Name	**Address**	**Telephone & Fax Numbers**	**E-mail Address**
Agency Head	Mike Markl	1106 Clayton Lane, Ste. 101E Austin, TX 78723	512.706.7325 512.706.7355	Mike.markl@hhsc.state.tx.us
Agency's Sunset Liaison	Roxanne Jones	1122 Colorado, Suite 102 Austin, TX 78701	512.343.8350	Roxanne.jones@uwtexas.org

II. Key Functions and Performance

Provide the following information about the overall operations of your agency. More detailed information about individual programs will be requested in a later section.

A. Provide an overview of your agency's mission, objectives, and key functions.

The State Policy Committee (SPC) was established to oversee the State Employee Charitable Campaign (SECC) which is a multifaceted group of charitable organizations. The SECC is the only statutorily authorized workplace giving campaign for state agency and higher education employees throughout Texas. In 2010, the SECC marked its 17th year by raising more than $9.829 million for charitable organizations throughout the state, nation and world.

Legislation that created the State Employee Charitable Campaign in 1993, allows employees of state agencies, junior and community colleges, and universities throughout Texas to enjoy the benefit of giving to many of their favorite charities through an annual workplace giving campaign which features the convenience of payroll deduction.

We can be proud that the campaign has grown so much over the years, and has continued to assist charitable organizations.

The SECC strives to meet the following objectives:

** Provide an easy, effective and cost-efficient way to give to charities, primarily through payroll deduction*
** Help state employees improve the quality of life for others*

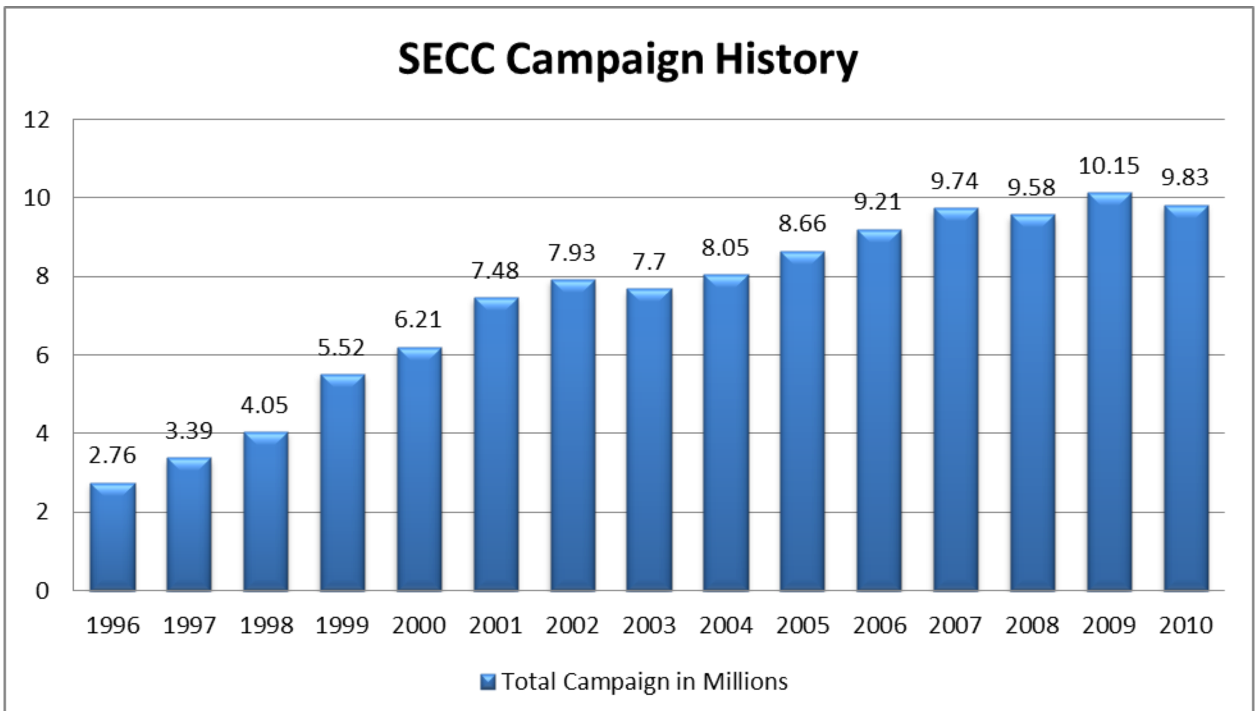
** Support a wide variety of vital health and human service organizations*
** Ensure that all organizations in the campaign meet strict eligibility criteria.*
** Ensure that the campaign is improved to meet the needs and wants of state employees.*
** Educate state employees on a variety of health and human service organizations*

B. Do your key functions continue to serve a clear and ongoing objective? Explain why each of these functions is still needed. What harm would come from no longer performing these functions?

Yes. The SPC continues to meet its purpose and objectives by establishing local campaign areas, selecting a state campaign manager, determining the eligibility of a federation or fund and its affiliated agencies for statewide participation, approving the campaign plan, budget, and generic materials, and overseeing the campaign to ensure all activities are conducted fairly and equitably. The State Employee Charitable Campaign is the only statutorily authorized workplace giving campaign for state agency and higher education employees throughout Texas. The elimination of the SPC would remove state employee oversight, governance, and representation of the SECC.

C. What evidence can your agency provide to show your overall effectiveness and efficiency in meeting your objectives?

The total campaign has increased nearly every year since the inception of the SECC. In 2009 the SECC raised more than 10 million dollars for the first time in the campaign's history. The infrequent decreases in the total campaign appear to be due to economic factors and natural disasters.



D. Does your agency's enabling law continue to correctly reflect your mission, objectives, and approach to performing your functions? Have you recommended changes to the Legislature in the past to improve your agency's operations? If so, explain. Were the changes adopted?

Yes. The agency's enabling law continues to correctly reflect mission, objectives, SPC provisions, contributions and approach. No legislative changes have been recommended by the SPC to the Legislature.

E. Do any of your agency's functions overlap or duplicate those of another state or federal agency? Explain if, and why, each of your key functions is most appropriately placed within your agency. How do you ensure against duplication with other related agencies?

No, the State Policy Committee does not overlap or duplicate functions of another state or federal agency. The oversight function is appropriately placed in the SPC. The members are volunteer representatives of state employees, appointed by the Governor, Lieutenant Governor and Comptroller of Public Accounts. The SPC has no budget. There is no duplication of effort as the State Employee Charitable Campaign is the only statutorily authorized workplace giving campaign for state agency and higher education employees throughout Texas. The SPC coordinates with the Comptroller's Office and the Attorney General's Office related to functions required for legal advice and Rule making.

F. In general, how do other states carry out similar functions?

Other states offer a charitable campaign to state employees through payroll deduction via paper pledge forms and/or through online giving. Some states manage the campaign through a state agency while the majority manages the campaign through a federation or nonprofit organization with the experience and knowledge needed to effectively manage the campaign.

G. What key obstacles impair your agency's ability to achieve its objectives?

- Some state agency management not allowing employee access to the SECC which is an employee benefit.
- Transitioning of local campaign management which has led to fewer campaign areas and in some cases campaign areas without local management

H. Discuss any changes that could impact your agency's key functions in the future (e.g., changes in federal law or outstanding court cases).

Recently legislation passed to include the Employees Retirement System (ERS) retirees in the campaign. This will expand the scope of the SPC and require implementation and coordination strategy with ERS. Expansion of the current SPC make-up to include retirees and increases the maximum number of members from 10 to 13.

I. What are your agency's biggest opportunities for improvement in the future?

- The current giving procedures require completion and processing of pledge forms. The addition of online giving and self service enrollment would be an improvement.
- Access to all state agencies to participate in the SECC

J. In the following chart, provide information regarding your agency's key performance measures included in your appropriations bill pattern, including outcome, input, efficiency, and explanatory measures. See Example 2 or click here to link directly to the example.

(Agency Name)
Exhibit 2: Key Performance Measures C Fiscal Year 2010

Key Performance Measures	FY 2010	FY 2010	FY 2010

	Target	Actual Performance	% of Annual Target

III. History and Major Events

Provide a timeline of your agency's history and key events, including:

- **the date your agency was established;**
- **the original purpose and responsibilities of your agency;**
- **major changes in responsibilities or statutory authority;**
- **changes to your policymaking body's name or composition;**
- **significant changes in state/federal legislation, mandates, or funding;**
- **significant state/federal litigation that specifically affects your agency's operations; and**
- **key changes in your agency's organization (e.g., a major reorganization of the agency=s divisions or program areas).**

See **History and Major Events Examples** or click here to link directly to an example.

The State Employee Charitable Campaign (SECC) was created by legislation in 1993. The first campaign was run in 1994, and raised $2,027,751. Through the efforts and generosity of many state employees since then, the campaign has grown to exceed $9.856 million donated to charitable organizations in 2010. The Texas campaign is one of the largest state employee campaigns in the nation – and it's still growing.

Committees of state employees govern the SECC at two levels – statewide and locally. The committees ensure the campaign is conducted fairly and equitably under a strict set of guidelines which give donors confidence in both the charities that benefit and the methods used to solicit.

At the state level, a committee of state employees called the State Policy Committee (SPC) provides governance and oversight. Four members are appointed by the Governor and three each by the Lt. Governor, and the Comptroller of Public Accounts. They are responsible for a campaign plan, a budget and ensuring the eligibility of statewide organizations. The SPC also hires a state campaign manager to administer the campaign.

At the local level, Local Employee Committees (LECs) provide similar oversight. The SPC appoints the LEC chair, which then recruits a local committee of up to 10 members. They also hire a local campaign manager to administer the campaign locally.

Each fall state employees are given the opportunity to learn about the charities in the SECC, choose which ones they wish to help, and then fill out a pledge form to indicate how much they wish to donate to which groups. The official campaign dates are September 1 through October 31.

One of the great benefits of the SECC is the wide variety of charities and cause represented – there's something for everyone. They range from local organizations to large and well-known national and international groups.

Giving to a favorite charity through the SECC is an easy, effective and cost-efficient way to give. These contributions help improve the quality of life for people in communities locally, across the country and around the world.

1993
Inception of the State Employee Charitable Campaign
2004
Statutory changes regarding international organizations, organizations eligible to appeal exceeding the 25% administrative cost cap, and clarification on direct and indirect services
Ongoing
Appointments made to the State Policy Committee and State Advisory Committee as necessary

See attachment regarding recent 2011 legislation relating to the State Employee Charitable Campaign

IV. Policymaking Structure

A. Complete the following chart providing information on your policymaking body members.

State Policy Committee Exhibit 3: Policymaking Body			
Member Name	**Term/ Appointment Dates/ Appointed by ___** (e.g., Governor, Lt. Governor, Speaker)	**Qualification** (e.g., public member, industry representative)	**City**
Mike Markl	Lt. Governor Appointment, 03/2004	State agency representative – Health and Human Services Commission	Austin
Noe Barrios	Lt. Governor Appointment, 8/2011	State agency representative – Office of Senator Craig Estes	Austin
Chris Conradt	Comptroller Appointment, 04/2011	State agency representative – Office of the Comptroller	Austin
Greg Davidson	Governor Appointment – 05/2011	State agency representative – Office of the Governor	Austin
Peter Flores	Governor Appointment – 06/2010	State agency representative – Texas Parks and Wildlife	Austin

		Department	
Raette Hearne	Comptroller Appointment – 03/2007	State agency representative – Office of the Comptroller	Austin
Janice S. McCoy	Lt. Governor Appointment – 08/2011	State agency representative – Office of Senator Troy Fraser	Austin
Louri O'Leary	Governor Appointment – 06/2010	State agency representative – Office of the Governor	Austin
Frances Torres	Comptroller appointment – 01/2008	State agency representative – Office of the Comptroller	Austin
Cecile Erwin Young	Governor appointment – 05/2011	State agency representative – Health and Human Services Commission	Austin

B. Describe the primary role and responsibilities of your policymaking body.

The state policy committee shall:

(1) establish local campaign areas based on recommendations by the state advisory committee;
(2) select as the state campaign manager:
  (A) a federated community campaign organization; or
  (B) in the absence of an application by an organization described by Paragraph (A), a charitable organization determined by the state policy committee to have demonstrated the capacity to conduct a state campaign;
(3) determine the eligibility of a federation or fund and its affiliated agencies for statewide participation in the state employee charitable campaign;
(4) approve the recommended campaign plan, budget, and generic materials to be used by campaign managers;
(5) oversee the state employee charitable campaign to ensure that all campaign activities are conducted fairly and equitably to promote unified solicitation on behalf of all participants; and
(6) perform other duties prescribed by the comptroller's rules;
(7) determine the eligibility of local federation or fund and its affiliated agencies for local participation when their administrative costs exceed 25%.

C. How is the chair selected?

The chair of the State Employee Charitable Campaign Policy Committee (SPC) will be elected by vote of SPC members.

D. List any special circumstances or unique features about your policymaking body or its responsibilities.

E. In general, how often does your policymaking body meet? How many times did it meet in FY 2010? In FY 2011?

In FY 2010 the State Policy Committee met 7 times. In FY 2011 the State Policy Committee has met 5 times to date.

F. What type of training do members of your agency's policymaking body receive?

An orientation from the State Campaign Manager's office along with a notebook of materials regarding the State Employee Charitable Campaign. Members are also required to receive training on the Open Meetings Act and the Public Information Act.

G. Does your agency have policies that describe the respective roles of the policymaking body and agency staff in running the agency? If so, describe these policies.

The SPC performs in accordance with the statute and rules authorizing the SPC and the SECC.

H. What information is regularly presented to your policymaking body to keep them informed of your agency's performance?

Total campaign, participation rate, and per capita gift amount.

I. How does your policymaking body obtain input from the public regarding issues under the jurisdiction of the agency? How is this input incorporated into the operations of your agency?

State Policy Committee and State Advisory committee open meetings, through local campaign managers, local employee committees, and through the annual roundtable that is open to all stakeholders.

J. If your policymaking body uses subcommittees or advisory committees to carry out its duties, fill in the following chart. See Exhibit 4 Example or [click here to link directly to the example](#).

State Employee Charitable Campaign
Exhibit 4: Subcommittees and Advisory Committees

Name of Subcommittee or Advisory Committee	Size/Composition/How are members appointed?	Purpose/Duties	Legal Basis for Committee
State Advisory Committee	The State Advisory Committee consists of eight members appointed by the Governor. Four members must represent campaign managers and four members must represent federation or funds that are not campaign managers.	The State Advisory Committee shall advise the comptroller and state policy committee in adopting rules and establishing procedures for the operation and management of the state employee charitable campaign; recommend the	

		number, not to exceed 50, and geographic scope of local campaign areas to the state policy committee; and review and submit the recommended campaign plan, budget, and generic materials to be used by campaign managers.	

V. Funding

A. Provide a brief description of your agency's funding.

The SPC has no budget. The State Employee Charitable Campaign fully funds itself and does not use any direct state dollars to administer and manage the campaign. The 2010 SECC raised $9,828,597.58. Of those dollars raised, $886,973.81 was used for the administration and management of the campaign statewide which calculates to an administrative percentage of 9.02%. Of the total, $4,031,685.31 was designated to statewide federations and/or their affiliates, and $5,643,093.90 was designated to local federations and/or their affiliates. A total of $153,818.37 was undesignated and was distributed according to the formula provided by the comptroller rules.

Please see the attached final 2010 SECC report and state campaign manager budget for more details.

B. List all riders that significantly impact your agency's budget.

N/A

C. Show your agency's expenditures by strategy. See Exhibit 5 Example or click here to link directly to the example.

(Agency Name)
Exhibit 5: Expenditures by Strategy C Fiscal Year 2010 (Actual)

Goal/Strategy	Total Amount	Contract Expenditures Included in Total Amount
N/A		
GRAND TOTAL:		

D. Show your agency's objects of expense for each category of expense listed for your agency in the

General Appropriations Act FY 2010-2011. See Exhibit 6 Example or [click here to link directly to the example](). Add columns and rows as necessary.

(Agency Name) Exhibit 6: Objects of Expense by Program or Function C Fiscal Year 2010			
Object-of-Expense	**Program Name**	**Program Name**	**Program Name**
N/A			
Total			

E. Show your agency's sources of revenue. Include all local, state, and federal appropriations, all professional and operating fees, and all other sources of revenue collected by the agency, including taxes and fines. See Exhibit 7 Example or click here to link directly to the example.

(Agency Name) Exhibit 7: Sources of Revenue C Fiscal Year 2010 (Actual)	
Source	**Amount**
N/A	
TOTAL	

F. If you receive funds from multiple federal programs, show the types of federal funding sources. See Exhibit 8 Example or click here to link directly to the example.

(Agency Name) Exhibit 8: Federal Funds C Fiscal Year 2010 (Actual)				
Type of Fund	**State/Federal Match Ratio**	**State Share**	**Federal Share**	**Total Funding**
N/A				

TOTAL			

G. If applicable, provide detailed information on fees collected by your agency. See Exhibit 9 Example or click here to link directly to the example.

(Agency Name) Exhibit 9: Fee Revenue C Fiscal Year 2010				
Fee Description/ Program/ Statutory Citation	**Current Fee/ Statutory maximum**	**Number of persons or entities paying fee**	**Fee Revenu e**	**Where Fee Revenue is Deposited** (e.g., General Revenue Fund)
N/A				

VI. Organization

A. Provide an organizational chart that includes major programs and divisions, and shows the number of FTEs in each program or division.

N/A

B. If applicable, fill in the chart below listing field or regional offices. See Exhibit 10 Example or click here to link directly to the example.

(Agency Name) Exhibit 10: FTEs by Location C Fiscal Year 2010			
Headquarters, Region, or Field Office	**Location**	**Number of Budgeted FTEs, FY 2010**	**Number of Actual FTEs as of August 31, 2010**
N/A			
	TOTAL		

C. What are your agency's FTE caps for fiscal years 2010-2013?

N/A

D. How many temporary or contract employees did your agency have as of August 31, 2010?

N/A

E. List each of your agency's key programs or functions, along with expenditures and FTEs by program. See Exhibit 11 Example or click here to link directly to the example.

(Agency Name) Exhibit 11: List of Program FTEs and Expenditures C Fiscal Year 2010		
Program	**FTEs as of August 31, 2010**	**Actual Expenditures**
N/A		
TOTAL		

VII. Guide to Agency Programs

Complete this section for **each** agency program (or each agency function, activity, or service if more appropriate). Copy and paste the questions as many times as needed to discuss each program, activity, or function. Contact Sunset staff with any questions about applying this section to your agency.

A. Provide the following information at the beginning of each program description.

Name of Program or Function	N/A
Location/Division	N/A
Contact Name	N/A
Actual Expenditures, FY 2010	N/A
Number of FTEs as of August 31, 2010	N/A

B. What is the objective of this program or function? Describe the major activities performed under this program.

N/A

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and performance measures that best convey the effectiveness and efficiency of this function or program.

N/A

D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.

N/A

E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected.

N/A

F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. List any field or regional services.

N/A

G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).

N/A

H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions. Describe the similarities and differences.

N/A

I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.

N/A

J. If the program or function works with local, regional, or federal units of government include a brief description of these entities and their relationship to the agency.

N/A

K. If contracted expenditures are made through this program please provide:

- **the amount of those expenditures in fiscal year 2010;**
- **the number of contracts accounting for those expenditures;**
- **a short summary of the general purpose of those contracts overall;**
- **the methods used to ensure accountability for funding and performance; and**
- **a short description of any current contracting problems.**

N/A

L. What statutory changes could be made to assist this program in performing its functions? Explain.

N/A

M. Provide any additional information needed to gain a preliminary understanding of the program or function.

N/A

N. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:

- **why the regulation is needed;**
- **the scope of, and procedures for, inspections or audits of regulated entities;**
- **follow-up activities conducted when non-compliance is identified;**
- **sanctions available to the agency to ensure compliance; and**
- **procedures for handling consumer/public complaints against regulated entities.**

N/A

O. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency's practices.

N/A

(Agency Name)
(Regulatory Program Name)
Exhibit 12: Information on Complaints Against Regulated Persons or Entities
Fiscal Years 2009 and 2010

	FY 2009	FY 2010
Total number of regulated persons	N/A	N/A
Total number of regulated entities	N/A	N/A
Total number of entities inspected	N/A	N/A
Total number of complaints received from the public	N/A	N/A
Total number of complaints initiated by agency	N/A	N/A
Number of complaints pending from prior years	N/A	N/A
Number of complaints found to be non-jurisdictional	N/A	N/A
Number of jurisdictional complaints found to be without merit	N/A	N/A
Number of complaints resolved	N/A	N/A
Average number of days for complaint resolution	N/A	N/A
Complaints resulting in disciplinary action:	N/A	N/A

administrative penalty	N/A	N/A
reprimand	N/A	N/A
probation	N/A	N/A
suspension	N/A	N/A
revocation	N/A	N/A
other	N/A	N/A

VIII. Statutory Authority and Recent Legislation

A.Fill in the following chart, listing citations for all state and federal statutes that grant authority to or otherwise significantly impact your agency. Do not include general state statutes that apply to all agencies, such as the Public Information Act, the Open Meetings Act, or the Administrative Procedure Act. Provide information on Attorney General opinions from FY 2007 – 2011, or earlier significant Attorney General opinions, that affect your agency's operations.

(Agency Name)
Exhibit 13: Statutes/Attorney General Opinions

Statutes	
Citation/Title	**Authority/Impact on Agency** (e.g., Aprovides authority to license and regulate nursing home administrators@)
See attached legislative analysis document	
Attorney General Opinions	
Attorney General Opinion No.	**Impact on Agency**

B. Provide a summary of recent legislation regarding your agency by filling in the chart below or attaching information already available in an agency-developed format. Briefly summarize the key provisions. For bills that did not pass, briefly explain the key provisions and issues that resulted in failure of the bill to pass (e.g., opposition to a new fee, or high cost of implementation). See Exhibit 14 Example or [click here to link directly to the example.]

(Agency Name)
Exhibit 14: 82nd Legislative Session Chart

Legislation Enacted – 82nd Legislative Session		
Bill Number	**Author**	**Summary of Key Provisions**

Legislation Not Passed – 82nd Legislative Session		
Bill Number	**Author**	**Summary of Key Provisions/Reason the Bill Did Not Pass**

IX. Policy Issues

The purpose of this section is to briefly describe any potential issues raised by your agency, the Legislature, or stakeholders that Sunset could help address through changes in statute to improve your agency's operations and service delivery. This section is intended to give the Sunset Commission a basic understanding of the issues so staff can collect more information during our detailed research on your agency. Some questions to ask in preparing this section may include: (1) How can your agency do a better job in meeting the needs of customers or in achieving agency goals? (2) What barriers exist that limit your agency's ability to get the job done?

Emphasis should be given to issues appropriate for resolution through changes in state law. Issues related to funding or actions by other governmental entities (federal, local, quasi-governmental, etc.) may be included, but the Sunset Commission has no authority in the appropriations process or with other units of government. If these types of issues are included, the focus should be on solutions which can be enacted in state law. This section contains three components:

Brief Description of Issue.

Background. Include enough information to give context for the issue. Information helpful in building context includes:

- What specific problems or concerns are involved in this issue?
- Who does this issue affect?
- What is the agency's role related to the issue?
- Any previous legislative action related to the issue?

Possible Solutions and Impact. Provide potential recommendations to solve the problem. Feel free to add a more detailed discussion of each proposed solution, including:

- How will the proposed solution fix the problem or issue?

- How will the proposed change impact any entities or interest groups?
- How will your agency's performance be impacted by the proposed change?
- What are the benefits of the recommended change?
- What are the possible drawbacks of the recommended change?
- What is the fiscal impact of the proposed change?

Complete this section for each policy issue. Copy and paste boxes A through C as many times as needed to discuss each issue. See Policy Issue Example or click here to link directly to the example.

A. Brief Description of Issue

B. Discussion

C. Possible Solutions and Impact

X. Other Contacts

A. Fill in the following chart with updated information on people with an interest in your agency, and be sure to include the most recent e-mail address.

State Employee Charitable Campaign Exhibit 15: Contacts			
INTEREST GROUPS (groups affected by agency actions or that represent others served by or affected by agency actions)			
Group or Association Name/ Contact Person	**Address**	**Telephone**	**E-mail Address**
United Way of Amarillo, Alex Kitchens	2207 Line Ave Amarillo 79106-6718	806-376-6359 ext. 212	alex@unitedwayama.org
United Way of the Brazos Valley, Don Dickenson	909 Southwest Pkwy East, Ste 100 College Station 77840	979-696-4483 ext. 118	ddickenson@uwbv.org
United Way Capital Area, Jackie Rogers	2000 East MLK Jr Blvd Austin 78702	512-225-0378	jackie.rogers@unitedwaycapitalarea.org
Community Health Charities Texas, Dave Geisbush	16414 San Pedro, Ste. 940 San Antonio, TX 78232	210-499-1086	dgeisbush@healthcharities.org
United Way of the Concho Valley, Donna Brosh	955 Turner San Angelo 76903	325-949-3716	donna@uwconchovalley.org
United Way Denton, Emily Green	625 Dallas Dr, Ste 525 Denton 76205	940-566-5851 ext. 100	emily@unitedwaydenton.org
United Way of Tyler, Lisa	4000 Southpark Dr	903-581-6376	lgardner@uwtyle

Gardner	Tyler 75703	ext. 206	r.org
United Way of El Paso, Patrick Chavez	1918 Texas Ave El Paso 79901	915-533-2434 ext. 229	pchavez@unitedwayelpaso.org
United Way of Galveston, Kenna Bush	2200 Market St, Ste 850 Galveston 77550	409-762-4357	kbush@unitedwaygalveston.org
Lubbock Area United Way, Nicole Ashley	1655 Main, Ste101 Lubbock 79401	806-747-2711	nashley@unitedway-lubbock.org
Local Independent Charities, Michelle Clancy	1100 Larkspur Landing Circle, Ste 340 Larkspur, CA 94939	415-925-2604	mclancy@lic.org
United Way of Laredo, Peggy Duncan	1815 East Hillside Rd Laredo 78041	956-723-9113	peggy@unitedwaylaredo.org
North Texas Area United Way, Trish Heskett	1105 Holliday St Wichita Falls 76301	940-322-8638	theskett@ntauw.org
United Way of South Texas, Thelma Garza	1200 E. Hackberry, Ste F McAllen 78501	956-686-6331	tgarzaunitedway@sbcglobal.net
United Way of San Antonio, Rose Gonzales	700 South Alamo San Antonio 78205	210-352-7044	rgonzales@unitedwaysatx.org
Saafehouse, Sarah Ray	1426 Sam Houston Ave Huntsville 77340	936-291-6132	volunteers@saafehouse.org
United Way Waco, Tony Vonasek	4224 Cobbs Dr Waco 76710	254-752-2753	tonyvonasek@unitedwaywaco.org
America's Charities, Robyn Neal	14150 Newbrook Dr., Suite 110 Chantilly, VA 20151	703-222-3861	RNeal@charities.org
Bob Bullock Texas State History Museum, Leah Thornton	P.O. Box 12874 Austin, TX 78711	512-936-4689	Leah.thornton@thestoryoftexas.com
Global Impact, Tom Tobin	P.O. Box 1765 Austin, TX 78767	512-444-2377	tom.tobin@charity.org
Community Shares of Texas, Brian Roe	901 South Mopac Expressway Barton Oaks Building I, Suite 300 Austin, TX 78746	512-782-8188 x101	brianroe@communitysharestx.org
Black United Fund of Texas Charities, Felix Glenn	5407 Chenevert, Suite 101 Houston, TX 77004	713-524-5767	fglenn@buftx.org
Earth Share of Texas, Edie Muehlberger or Max Woodfin	707 West Avenue, Suite 203 Austin, TX 78701	512-472-5518	estx@earthshare-texas.org
Adopt A Beach, Dawn Efaw	1700 North Congress Ave., #930 Austin, TX 78701	512-936-1946	dawn.efaw@glo.state.tx.us
Save Texas History, Susan Smith Dorsey	1700 North Congress Ave., #131 Austin, TX 78701-1495	512-463-5274	susan.dorsey@glo.state.tx.us
Local Independent Charities of Texas, Children's Charitable Alliance of Texas, America's	173 Mendez Loop Kyle, TX 78640	800-876-5342	terri@lic.org

Best Charities, and Christian Community Charities – Terri Jackson			
Neighbor to Nation, Shelley Hayes	7620 Little River Turnpike, Suite 600 Annandale, VA 22003	571-722-1070	memberservices@neighbortonation.org
Fund for Veterans Assistance, Connie Lyssy	PO Box 12277 Austin, TX 78711-2277	512-463-5951	Connie.Lyssy@tvc.state.tx.us
Texas Match the Promise Foundation, Linda Fernandez	P.O. Box 13528 Austin, TX 78711	512-463-4863	Linda.Fernandez@cpa.state.tx.us
State Advisory Committee Member, Robert Kelly – Kelly & Nevins, LLP	222 Sidney Baker S.410 Kerrville, TX 78208	830-792-6161	rkelly@kellynevins.com
State Advisory Committee member, MariBen Ramsey – Austin Community Foundation	4325 Guadalupe, Ste. 300 Austin, TX 78761	512-472-4483	mbramsey@austincommunityfoundation.org
State Advisory Committee member, Donna Brosh - United Way of the Concho Valley	955 Turner San Angelo 76903	325-949-3716	donna@uwconchovalley.org
State Advisory Committee member, Edie Muehlberger - Earth Share of Texas	707 West Avenue, Suite 203 Austin, TX 78701	512-472-5518	estx@earthshare-texas.org
State Advisory Committee member, Patrick Chavez - United Way of El Paso	1918 Texas Ave El Paso 79901	915-533-2434 ext. 229	pchavez@unitedwayelpaso.org

INTERAGENCY, STATE, OR NATIONAL ASSOCIATIONS
(that serve as an information clearinghouse or regularly interact with your agency)

Group or Association Name/ Contact Person	Address	Telephone	E-mail Address
N/A			

LIAISONS AT OTHER STATE AGENCIES
(with which your agency maintains an ongoing relationship, e.g., the agency's assigned analyst at the Legislative Budget Board, or attorney at the Attorney General=s office)

Agency Name/Relationship/ Contact Person	Address	Telephone	E-mail Address
N/A			

XI. Additional Information

A. Fill in the following chart detailing information on complaints regarding your agency. Do not include complaints received against people or entities you regulate. The chart headings may be changed if needed to better reflect your agency's practices.

(Agency Name)
Exhibit 16: Complaints Against the Agency C Fiscal Years 2009 and 2010

	FY 2009	FY 2010
Number of complaints received		1
Number of complaints resolved		1
Number of complaints dropped/found to be without merit		
Number of complaints pending from prior years		
Average time period for resolution of a complaint		

B. Fill in the following chart detailing your agency's Historically Underutilized Business (HUB) purchases. See Exhibit 17 Example or click here to link directly to the example.

(Agency Name)
Exhibit 17: Purchases from HUBs

FISCAL YEAR 2008

Category	Total $ Spent	Total HUB $ Spent	Percent	Statewide Goal
Heavy Construction	N/A			11.9%
Building Construction	N/A			26.1%
Special Trade	N/A			57.2%
Professional Services	N/A			20.0%
Other Services	N/A			33.0%
Commodities	N/A			12.6%
TOTAL	N/A			

FISCAL YEAR 2009				
Category	**Total $ Spent**	**Total HUB $ Spent**	**Percent**	**Statewide Goal**
Heavy Construction	N/A			11.9%
Building Construction	N/A			26.1%
Special Trade	N/A			57.2%
Professional Services	N/A			20.0%
Other Services	N/A			33.0%
Commodities	N/A			12.6%
TOTAL				
FISCAL YEAR 2010				
Category	**Total $ Spent**	**Total HUB $ Spent**	**Percent**	**Statewide Goal**
Heavy Construction	N/A			11.9%
Building Construction	N/A			26.1%
Special Trade	N/A			57.2%
Professional Services	N/A			20.0%
Other Services	N/A			33.0%
Commodities	N/A			12.6%
TOTAL				

C. Does your agency have a HUB policy? How does your agency address performance shortfalls related to the policy? (Texas Government Code, Sec. 2161.003; TAC Title 34, Part 1, rule 20.15b)

N/A

D. For agencies with contracts valued at $100,000 or more: Does your agency follow a HUB subcontracting plan to solicit bids, proposals, offers, or other applicable expressions of interest for subcontracting opportunities available for contracts of $100,000 or more? (Texas Government Code, Sec. 2161.252; TAC Title 34, Part 1, rule 20.14)

N/A

E. For agencies with biennial appropriations exceeding $10 million, answer the following HUB questions.

	Response / Agency Contact
1. Do you have a HUB coordinator? (Texas Government Code, Sec. 2161.062; TAC Title 34, Part 1, rule 20.26)	N/A
2. Has your agency designed a program of HUB forums in which businesses are invited to deliver presentations that demonstrate their capability to do business with your agency? (Texas Government Code, Sec. 2161.066; TAC Title 34, Part 1, rule 20.27)	N/A
3. Has your agency developed a mentor-protégé program to foster long-term relationships between prime contractors and HUBs and to increase the ability of HUBs to contract with the state or to receive subcontracts under a state contract? (Texas Government Code, Sec. 2161.065; TAC Title 34, Part 1, rule 20.28)	N/A

F. Fill in the chart below detailing your agency's Equal Employment Opportunity (EEO) statistics.[1] See Exhibit 18 Example or click here to link directly to the example.

(Agency Name)
Exhibit 18: Equal Employment Opportunity Statistics

FISCAL YEAR 2008

Job Category	Total Positions	Minority Workforce Percentages					
		Black		Hispanic		Female	
		Agency	Civilian Labor Force %	Agency	Civilian Labor Force %	Agency	Civilian Labor Force %
Officials/Administration	N/A		6.6%		14.2%		37.3%
Professional	N/A		8.3%		13.4%		53.2%
Technical	N/A		12.4%		20.2%		53.8%
Administrative	N/A		11.2%		24.1%		64.7%

[1] The Service/Maintenance category includes three distinct occupational categories: Service/Maintenance, Para-Professionals, and Protective Services. Protective Service Workers and Para-Professionals are no longer reported as separate groups. Please submit the combined Service/Maintenance category totals, if available.

Support							
Service Maintenance	N/A		13.8%		40.7%		39.0%
Skilled Craft	N/A		6.0%		37.5%		4.8%

FISCAL YEAR 2009							
Job Category	**Total Positions**	**Minority Workforce Percentages**					
		Black		**Hispanic**		**Female**	
		Agency	**Civilian Labor Force %**	**Agency**	**Civilian Labor Force %**	**Agency**	**Civilian Labor Force %**
Officials/Administration	N/A		9.0%		23.7%		38.8%
Professional	N/A		11.7%		19.9%		54.5%
Technical	N/A		17.0%		27.0%		55.6%
Administrative Support	N/A		13.2%		31.9%		66.2%
Service/Maintenance	N/A		12.8%		44.8%		39.7%
Skilled Craft	N/A		5.1%		46.9%		5.1%
FISCAL YEAR 2010							
Job Category	**Total Positions**	**Minority Workforce Percentages**					
		Black		**Hispanic**		**Female**	
		Agency	**Civilian Labor Force %**	**Agency**	**Civilian Labor Force %**	**Agency**	**Civilian Labor Force %**
Officials/Administration	N/A		7.5.0%		21.17%		37.5%
Professional	N/A		9.7%		18.8%		53.3%
Technical	N/A		13.9%		27.1%		53.9%
Administrative Support	N/A		12.7%		31.9%		67.1%
Service/Maintenance	N/A		14.4%		49.9%		39.1%
Skilled Craft	N/A		6.6%		46.3%		6.0%

G. Does your agency have an equal employment opportunity policy? How does your agency address performance shortfalls related to the policy?

N/A

XII. Agency Comments

Provide any additional information needed to gain a preliminary understanding of your agency.

ATTACHMENTS

Submit the following supplemental data or documents with the hard copy of the Self-Evaluation Report. Label each attachment with its number (e.g., Attachment 1). As part of the electronic version, attach a list of items submitted, but do not attach the actual documents to the electronic submission.

Attachments Relating to Key Functions, Powers, and Duties

1. A **copy** of the agency's enabling statute.
2. A **copy** of each annual report published by the agency from FY 2006 – 2010.
3. A **copy** of each internal or external newsletter published by the agency from FY 2009 – 2010.
4. A **list** of publications and brochures describing the agency.
5. A **list** of studies that the agency is required to do by legislation or riders.
6. A **list** of legislative or interagency studies relating to the agency that are being performed during the current interim.
7. A **list** of studies from other states, the federal government, or national groups/associations that relate to or affect the agency or agencies with similar duties or functions.

Attachments Relating to Policymaking Structure

8. Biographical information (e.g, education, employment, affiliations, and honors) or resumes of all policymaking body members. See Attachment 6 Example or click here to link directly to the example.

9. A **copy** of the agency's most recent rules.

Attachments Relating to Funding

10. A **copy** of the agency's Legislative Appropriations Request for FY 2012 – 2013.
11. A **copy** of each annual financial report from FY 2008 – 2010.
12. A **copy** of each operating budget from FY 2009 – 2011.

Attachments Relating to Organization

13. If applicable, a map to illustrate the regional boundaries, headquarters location, and field or regional office locations.

Attachments Relating to Agency Performance Evaluation

14. A **copy** of each quarterly performance report completed by the agency in FY 2008 – 2010.
15. A **copy** of any recent studies on the agency or any of its functions conducted by outside management consultants or academic institutions.
16. A **copy** of the agency's current internal audit plan.
17. A **copy** of the agency's current strategic plan.
18. A **list** of internal audit reports from FY 2007 – 2011 completed by or in progress at the agency.
19. A **list** of State Auditor reports from FY 2007 – 2011 that relate to the agency or any of its functions.
20. A **copy** of any customer service surveys conducted by or for your agency in FY 2010.

EXAMPLES

Exhibit 2 Example

Agency XYZ
Exhibit 2: Key Performance Measures C Fiscal Year 2010

Key Performance Measures	FY 2010 Target	FY 2010 Actual Performance	FY 2010 % of Annual Target
Percent of Registrants Who Renew Online	35%	43.35%	123.86%
Percent of Home Registrations Completed Online	35%	67.67%	193.36%
Number of Home Registrations Issued	100,000	160,741	160.74%
Number of New Builder/Remodeler Registrations Issued	1,000	5,850	585.00%
Number of Registrations Renewed	15,000	9,478	63.19%
Average Cost Per Registration Issued	7.44	2.00	26.83%
Total number of SIRP Actions Closed	500	241	48.20%
Average Number of Days to Complete SIRP	100	109.11	109.11%
Total Number of Complaints Received	1,100	771	70.09%

Click here to return to Exhibit 2

History and Major Events Examples

State Committee of Examiners for Speech-Language Pathology and Audiology

1983
S. B. 813, 68th Legislature, which became effective September 1, 1983, created the State Committee of Examiners for Speech-Language Pathology and Audiology to regulate individuals providing speech-language pathology and audiology services in Texas. The bill was codified as Vernon's Annotated Civil Statutes, Article 4512j. The board was administratively attached to the Texas Department of Health (TDH).

1993
The board was reviewed by the Sunset Advisory Commission. S. B. 1077, 73rd Legislature, was enacted to implement Sunset recommendations for improvements to Vernon's Annotated Civil Statutes, Article 4512j. Key provisions of the legislation included the following:

- The name was changed to State Board of Examiners for Speech-Language Pathology and Audiology.
- Licensure of interns was established.

1999
The board's enabling statute was re-codified as Occupations Code, Chapter 401.

2003
H. B. 2292, 78th Legislature was enacted, which reorganized the Health and Human Services enterprise, including reorganization and consolidation activities at TDH. The bill required that all licenses issued by TDH, or any entity attached to TDH, be issued for a term of two years. The board's program and staff, along with the other regulatory programs housed within TDH's Professional Licensing and Certification Division, were reorganized along functional lines, instead of the programmatic arrangement that had been in place since the division's inception in 1985. The reorganization became effective September 1, 2003.

2004
DSHS was created as a new agency, a product of the consolidation of TDH, Texas Commission on Alcohol and Drug Abuse, and the mental health programs and services of the Texas Department of Mental Health and Mental Retardation. The board was organizationally placed within the Division for Regulatory Services, Health Care Quality Section, Professional Licensing and Certification Unit.

Click here to return to the History and Major Events section

Exhibit 4 Example

Agency XYZ
Exhibit 4: Subcommittees and Advisory Committees

Name of Subcommittee or Advisory Committee	Size/Composition/How members are appointed	Purpose/Duties	Legal Basis for Committee
Funds Allocation Advisory Committee	Six members: Two members are appointed by the State Fireman's and Fire Marshalls' Association	The committee determines how funds are appropriated by the legislature to the	Chapter 419, Texas Government

	(SFFMA), two members are appointed by the Texas State Association of Fire Fighters (TSAFF) and two members are appointed by the Texas Fire Chiefs Association (TFCA).	commission's fire department emergency funding program will be distributed. The committee reviews funding requests from fire departments and makes recommendations to the commission about how the funds should be awarded.	Code
Fire Fighter Advisory Committee	Nine members: Six active or retired fire protection personnel and three certified fire protection instructors. At least one member of the committee must be a volunteer fire fighter or fire chief.	The committee is responsible for drafting and reviewing the administrative rules that govern the state's fire service. (The commission cannot adopt a new rule until the fire fighter advisory committee has had an opportunity to review it.)	Chapter 419, Texas Government Code
Curriculum and Testing Committee	Currently right members: Created and appointed by the commission	The committee periodically reviews and recommends changes to the commission's testing and training programs.	Created by the Commission according to Chapter 419, Texas Government Code

Click here to return to Exhibit 4.

Exhibit 5 Example

Agency XYZ Exhibit 5: Expenditures by Strategy C Fiscal Year 2010 (Actual)	
Goal/Strategy	**Amount**
Goal 1.1 /Examine Credit Unions	1,548,796.92
Goal 2.1/Process Application	117,677.51
SUBTOTAL:	**1,666,474.43**
Goal 3.1/Departmental Oversight	80,148.16
GRAND TOTAL:	**1,746,622.59**

Click here to return to Exhibit 5.

Exhibit 6 Example

Agency XYZ
Exhibit 6: Objects of Expense by Program Function C Fiscal Year 2010 (Actual)

Objects-of-Expense	Examination	Applications	Oversight
Salaries and Wages	1,098,799.21	69,500.31	61,991.49
Other Personnel Costs	51,820.00	0	0
Professional Fees and Services	4,052.00	599.40	379.60
Consumable Supplies	5,512.08	895.91	489.76
Utilities	7,859.56	1,523.03	1,097.72
Travel	211,148.00	757.37	10,390.73
Rent – Machine and Other	3,778.39	755.73	502.28
Other Operating Expense	39,139.98	6,104.59	5,818.23
Total	**1,420,109.22**	**80,106.34**	**80,669.81**

Click here to return to Exhibit 6

Exhibit 7 Example

Agency XYZ Exhibit 7: Sources of Revenue C Fiscal Year 2010 (Actual)	
Source	**Amount**
General Revenue Fund	13,236,749
GR Dedicated - Texas Department of Insurance Operating Fund Account No. 036	750,000
GR Dedicated - Operators and Chauffeurs License Account No. 099	988,355
Federal Funds	984,306,839
GR Account - Motor Carrier Act Enforcement	5,225,685
State Highway Fund No. 006	465,005,893
Criminal Justice Grants	858,701
Appropriated Receipts	19,021,790
Interagency Contracts	1,397,535
Bond Proceeds	2,722,950
TOTAL	**1,493,514,497**

Click here to return to Exhibit 7

Exhibit 8 Example

Agency XYZ Exhibit 8: Federal Funds C Fiscal Year 2010 (Actual)				
Type of Fund	**State/Federal Match Ratio**	**State Share**	**Federal Share**	**Total Funding**
ESEA - TITLE I, Part D U.S. Department of Education	100%	N/A	$1,627,838	$1,627,838
ESEA TITLE II Teacher and Principal Training U.S. Department of Education	100%	N/A	$207,595	$207,595
PROJECT RIO-Y U.S. Department of Labor	100%	N/A	$404,157	$404,157
TOTAL		N/A	**$2,239,590**	**$2,239,590**

Click here to return to Exhibit 8

Exhibit 9 Example

Agency XYZ Exhibit 9: - Fee Revenue C Fiscal Year 2010				
Fee Description Program Statutory Citation	**Current Fee/ Statutory maximum**	**Number of persons or entities paying fee**	**Fee Revenue**	**Where Fee Revenue is Deposited** (e.g., general revenue fund)
Certified Prescribed Burn Manager Application Fee - Natural Resources Code Sec. 153.048	$50 for a 5-year license	6	$300	General Revenue

Click here to return to Exhibit 9

Exhibit 10 Example

Agency XYZ
Exhibit 10: FTEs by Location C Fiscal Year 2010

Headquarters, Region, or Field Office	Location	Number of Budgeted FTEs, FY 2010	Number of FTEs as of August 31, 2010
Headquarters / Central	Austin	233	213.2
Warehouse	Austin	2	2
Seed Lab	Giddings	15	15
Metrology Lab	Giddings	6	6
Greenhouse	Giddings	2	2
TASS	Austin	7	6
Region 1 - HQ (includes seed lab)	Lubbock	48	46
Region 1 - Sub Office	Amarillo	6	6
Region 2 - HQ	Dallas	31	31
Region 2 - Sub Office	Tyler	10	10
Region 3 - HQ	Houston	42	41.5
Region 4 - HQ	San Antonio	26	25
Region 5 - HQ	San Juan	32.5	31.5
Region 5 - Sub Office	Corpus Christi	8	8
Nematology Lab	Stephenville	6	6
Export Pen and Region 1 Sub Office	El Paso	5.5	5.5
Export Pen	Del Rio	3	3
Export Pen	Eagle Pass	3	3
Export Pen	Laredo	2	2
USDA Support	San Angelo	1	1
Export Pen	Brownsville	2	2
Export Pen	Houston	0	.5
	TOTAL	**491**	**465.2**

Click here to return to Exhibit 10

Exhibit 11 Example

Agency XYZ

Exhibit 11: List of Program FTEs and Expenditures C Fiscal Year 2010

Program	Number of Budgeted FTEs, FY 2010	FTEs as of August 31, 2010	Actual Expenditures
Inspection and Enforcement	4.0	4.0	$191,499.72
Construction Plan and Review	3.0	3.0	$111,150.65
Management Consultation	3.0	3.0	$117,093.73
Auditing Population Costs	2	.05	$35,895.94
Central Administration	6	5.5	$377,991.26
TOTAL	**18**	**16**	**$833,631.30**

Click here to return to Exhibit 11

Exhibit 14 Example

Agency XYZ Exhibit 14: 82nd Legislative Session Chart		
Legislation Enacted in the 82nd Legislative Session		
Bill Number	**Author**	**Summary of Key Provisions/Intent**
SB 228	Harris	Clean-up bill clarifying that all licensing authorities are subject to 232.002 of the Texas Family Code. Prior version specifically listed which agencies were included. No changes were made for the Texas Juvenile Probation Commission by the revision.
HB 425	Madden	Provides a more comprehensive and quality education to confined juveniles by requiring the Commissioner of Education, in coordination with TJPC, to establish instructional requirements for education services provided by a school district to this population.
Legislation Not Passed in the 82nd Legislative Session		
Bill Number	**Author**	**Summary of Key Provisions/Reason the Bill Did Not Pass**
HB 2043	Phillips	Would have relieved local officials from performing inspections and certifying the suitability of certain juvenile facilities, allowing TJPC to continue to conduct inspections and certifying suitability or unsuitability. TJPC would have been required to inspect certain juvenile facilities annually and to furnish a report to each juvenile court judge presiding in the same county as the inspected facility. The House passed the bill, but it did not advance in the Senate.
SB 200	Nelson	Expanded faith based initiatives and the Texas Juvenile Probation Commission would have been required to have a designated liaison for faith- and community-based initiatives. The bill was filed, but never moved.

Click here to return to Exhibit 14

Exhibit 17 Example				
Agency XYZ **Exhibit 17: Purchases from HUBs**				
FISCAL YEAR 2010				
Category	**Total $ Spent**	**Total HUB $ Spent**	**Percent**	**Statewide Goal**
Heavy Construction	$512.602	$41,005	7.99%	11.9%
Building Construction	$19,628,412	$3,237,546	16.4%	26.1%
Special Trade	$1,365,827	$214,748	15.7%	57.2%
Professional Services	$22,910	$0	0%	20.0%
Other Services	$15,320,784	$1,968,591	12.8%	33.0%
Commodities	$18,493,711	$2,205,866	11.9%	12.6%
TOTAL	**$55,344,249**	**$7,667,759**	**13.8%**	

Click here to return to Exhibit 17

Exhibit 18 Example[2]							
Agency XYZ **Exhibit 18: Equal Employment Opportunity Statistics**							
FISCAL YEAR 2010							
Job Category	**Total Positions**	**Minority Workforce Percentages**					
		Black		**Hispanic**		**Female**	
		Agency	**Civilian Labor Force %**	**Agency**	**Civilian Labor Force %**	**Agency**	**Civilian Labor Force %**
Officials/Administration	36	11.1%	7.5%	11.1%	21.1%	30.5%	37.5%
Professional	286	9.0%	9.7%	26.9%	18.8%	35.3%	53.3%
Technical	61	6.6%	13.9%	22.9%	27.1%	29.5%	53.9%
Administrative Support	79	25.3%	12.7%	27.8%	31.9%	93.7%	67.1%
Skilled Craft	1	0%	6.6%	0%	46.3%	0%	6.0%
Service/Maintenance	20	10%	14.1%	35.0%	49.9%	55.0%	39.1%

Click here to return to Exhibit 18

[2] The Service/Maintenance category includes three distinct occupational categories: Service/Maintenance, Para-Professionals, and Protective Services. Protective Service Workers and Para-Professionals are no longer reported as separate groups. Please submit the combined Service/Maintenance category totals, if available.

Policy Issue Example

ISSUE 3: Change the Name of the Commission

A. Brief Description of Issue

The Railroad Commission of Texas (RRC) has primary regulatory jurisdiction over the oil and natural gas industry, pipeline transporters, natural gas and hazardous liquid pipeline industry, natural gas utilities, the LP-gas industry, coal surface mining, and uranium explorations operations. The RRC also promotes the use of propane as an alternative fuel source. In 2005, the Legislature transferred the rail oversight functions of the RRC to the Texas Department of Transportation, ending a 114-year history of rail regulation at the RRC, yet because of its name the agency continues to receive inquiries about railroad issues. The agency's name was appropriate in the 19th century, but in the 21st century as Texas strives to be the leading energy producing state in the nation the agency's name generates confusion among the general public, and prevents transparent regulation of an industry vital to the state's economy.

B. Discussion

Few state agencies affect natural resource-rich areas of the state as much as the RRC, yet the agency's mission is hidden behind a name better suited to its 19th century activities. In 1891 when the Texas Legislature established the RRC, the agency was given jurisdiction over rates and operations of railroads, terminals, wharves and express companies. Today the agency regulates a 21st century energy industries in a nation striving for energy independence and energy security. While the RRC is well known among its stakeholders, it is not easily identified to others creating the appearance of a seemingly non-transparent agency charged with regulating the state's most valuable resources.

C. Possible Solutions and Impact

Changing the agency's name from the Railroad Commission of Texas to the Texas Energy Commission will promote open government, enhance regulatory transparency, and ensure greater accountability through a more visible and easily identifiable agency devoted to a progressive regulatory model that serves the state as well as the nation in the move towards greater domestic energy security.

Click here to return to the Policy Issues section.

Attachment 6 Example

Ms. Smith has a Bachelor of Science degree in Business Administration and Political Science from East Texas State University in Commerce, Texas. She began her career in telecommunications in 1966 while working for General Telephone Company in Texarkana, Texas. After serving in numerous positions in the customer service operations of the company she became Tariff Administrator in 1980. In 1984, she was appointed Revenue Development Manager for Texas. Since 1984 she has served as External Affairs Manager, State Director of Regulatory and Industry Affairs, and Regional Affairs Manager C Regulatory Affairs.

In 1989, Ms. Smith was appointed to the Commission by Governor Bill Clements and was reappointed to a second term in 1994 by Governor Ann Richards. She also served on the Advisory Committee on Dual Party Relay Service which established the foundation for the Relay Texas System which serves the hearing-impaired community in Texas today.

Ms. Smith chairs the Commission's Poison Control Implementation Committee and has overseen the establishment and implementation of the Texas Poison Control Network which serves the people of Texas with six poison control centers providing emergency and non-emergency poison and toxicological information to health care professionals.

Click here to return to Attachment 6.