

Meeting Minutes  
**Code Enforcement Officers' Advisory Committee**  
January 27, 2003  
10 a.m.  
Texas Department of Health  
Exchange Building, Room S-402  
8407 Wall Street  
Austin Texas 78754

Members Present: Al Godwin, Mayra Hypolite, Roy Lewis, Marty Martinez, David Moore

Members Absent: Darlene Mays

TDH Staff: Brandye Young, Yvonne Feinleib, Jim Zukowski, Debbie Peterson, Dan Meador

Guests: None

1. Call to Order

Mayra Hypolite, Presiding Officer, called the meeting to order at 10:00 a.m.

2. Discussion and Recommendations regarding Rule Review of 25 Texas Administrative Code, Chapter 130, as required by Texas Government Code §2001.039

The committee reviewed the draft presented by staff and discussed each section of the rules in order. The committee made recommendations on the wording in §§130.4, 130.12, and 130.20. In addition, the committee members provided further input on new §130.20(q), based on David Moore's initial recommendations.

3. Division Director's Report

Debbie Peterson presented the current annual cost (\$78,778) of operating the registration program and the current annual revenue received (\$92,855).

Jim Zukowski presented information on proposed agency spending cuts, including a letter from the Governor requesting a 7% cut and an internal TDH memo on additional ways to cut expenses. He also discussed possible legislative issues, including removing the fee cap and authorizing administrative penalties as additional disciplinary actions.

4. Program Administrator's Report

Yvonne Feinleib presented an overview of the current operations of the program. She agreed to e-mail a copy of the proposed rules to the members following legal review.

5. Discussion and Recommendations regarding Examination

David Moore stated that he would send a rough draft of the new basic education class manual to all committee members on February 15. He requested that any comments on the manual be sent directly to him. Additional questions can be written by committee members or other individuals and submitted to Jim or Yvonne. They will then be reviewed by the examination section.

The committee requested that this agenda item also be placed on the next agenda, and that Eileen Hartman speak to the committee on the validity of the exam.

6. Setting Future Meeting Dates

The next meeting will be held June 9 in the same room.

7. Public Comments

No public comments were received.

8. Adjournment

The meeting adjourned at 1 p.m.