

## **TCEQ Interoffice Memorandum**

---

**To:** Laurie Gharis, Chief Clerk

**From:** Yen Tran, Senior Attorney YVT  
Contracts, Employment Law and Ethics, General Law Division

**Date:** April 1, 2025

**Caption:** Docket No. 2025-0189-MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Attached for filing is a revised Exhibit A, Executive Director's Approval of Gifts and Donations, correcting errors in summation on page 5 of Docket No. 2025-0189-MIS.

## **Exhibit A**

### **Executive Director's Approval of Gifts and Donations**

## Gifts and Donations from Third Party Organizations

January 24, 2025 to March 16, 2025

Reimbursing Organization	Traveler Name	Dates of Travel	Destination	Purpose of Trip	Total Reimbursed
National Aeronautics and Space Administration (NASA)	BOYER, DOUGLAS	1/26/2025 - 1/28/2025	WASHINGTON, DC	To participate in the National Aeronautics and Space Administration (NASA) HAQAST meeting and provide the TCEQ perspective on data/research needs. TCEQ covered other travel expenses.	\$939.79
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$544.95
				LODGING	\$388.84
				AGENT FEE	\$6.00
WESTERN STATES PROJECT (WSP)	COOPER, JASON	1/27/2025 - 2/6/2025	SAN LUIS OBISPO, CA	To participate in the Advanced Environmental Crimes Training Program. Mr. Cooper received training for the enhancement of skills necessary to conduct criminal investigations as well as specialized methods and techniques unique to environmental investigations.	\$3,306.77
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$907.95
				LODGING	\$1,786.24
				MEALS	\$567.96
				TRANSPORTATION	\$44.62
Federal Emergency Management Agency (FEMA)	CASTILLO, NINA	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other travel expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Federal Emergency Management Agency (FEMA)	LANCASTER, TRINA	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other additional expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Federal Emergency Management Agency (FEMA)	WOOD, MICHAEL	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other travel expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Great Plans Institute (GPI)	CHINWEGO, CHINENYE	3/13/2025 - 3/14/2025	NEW ORLEANS, LA	To participate and engage in the States Development Initiative Meeting. TCEQ covered other travel expenses.	\$1,042.62
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$298.96
				LODGING	\$655.46
				AGENT FEE	\$12.95
				TRANSPORTATION	\$75.25
Great Plans Institute (GPI)	SAVANICH, KASEY	3/13/2025 - 3/14/2025	NEW ORLEANS, LA	To participate and engage in the States Development Initiative Meeting. TCEQ covered other travel expenses.	\$972.37
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$303.96
				LODGING	\$655.46
				AGENT FEE	\$12.95

<b>TOTAL FOR TRAVEL RELATED EXPENSES</b>	<b>\$7,251.55</b>
--	-------------------

### B. NON-TRAVEL RELATED GIFTS AND DONATIONS

Donating Organization	Gift Donation Waiver Description	Location	Date Received	Value
THE ASSOCIATION OF WATER BOARD DIRECTORS-TEXAS (AWBD)	Waived registration fee.	AUSTIN, TEXAS	January 24, 2025	\$780.00
TEXAS ON-SITE WASTEWATER ASSOCIATION (TOWA)	Waived Trade show booth rental and registration fees.	GALVESTON, TEXAS	March 16, 2024	\$7,600.00
<b>TOTAL NON-TRAVEL GIFTS AND DONATIONS</b>				<b>\$8,380.00</b>

<b>TOTAL GIFTS AND DONATIONS FOR THIS PERIOD</b>	<b>\$15,631.55</b>
--	--------------------

**Texas Commission on Environmental Quality  
AGENDA ITEM REQUEST**

**AGENDA REQUESTED: 4/17/2025**

**DATE OF REQUEST: 2/6/2025**

**NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS  
REQUEST, IF NEEDED: Yen Tran, (512) 239-4610**

**CAPTION:** Docket No. 2025-0189-MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts by certain state agencies. (Yen Tran)

**Chief Clerk must send Notice of Application/Hearing: N/A**

**Type of Matter: Miscellaneous**

**County: All**

**Uncontested: N/A**

**Contested: N/A**



---

**David Timberger, Deputy Director  
General Law Division**

# TCEQ Interoffice Memorandum

---

**To:** Kelly Keel   
Executive Director

**From:** Phillip Ledbetter, Director  for PL  
Office of Legal Services

David Timberger, Deputy Director   
General Law Division

Yen Tran, Senior Attorney   
Contracts, Employment Law and Ethics Section  
General Law Division

**Date:** March 28, 2025

**Caption:** **Docket No. 2025-0189-MIS:** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Attached for your consideration and acceptance are the gifts and donations valued at \$500.00 or more received by the agency for the time period January 24, 2025, through March 16, 2025.

The Executive Director is authorized by Section 5.233 of the Water Code to receive and accept money and other assistance from any source to carry out the powers and duties of the Commission. Following your acceptance, Chapter 575 of the Government Code requires the Commission to acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted.

The attached listing describes the gifts made to the agency, including the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation received. We recommend your approval by signature below. Upon your approval, these gifts will be presented to the Commission at the April 17, 2025, Agenda.

I acknowledge and accept the gifts listed in attached on behalf of the Texas Commission on Environmental Quality.



Kelly Keel  
Executive Director

Date: 3/27/2025

# TCEQ Interoffice Memorandum

---

**To:** Commissioners

**Thru:** Kelly Keel, Executive Director 

**From:** Phillip Ledbetter, Director  for PL  
Office of Legal Services

David Timberger, Deputy Director   
General Law Division

Yen Tran, Senior Attorney   
Contracts, Employment Law and Ethics Section  
General Law Division

**Date:** March 28, 2025

**Caption:** **Docket No. 2025-0189-MIS;** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

This item contains, for your consideration, a proposed resolution acknowledging the gifts and donations valued at \$500.00 or more received by the agency for the time period January 24, 2025 through March 16, 2025.

Exhibit A contains the Executive Director's approval of the gifts received, including the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation.

As authorized by Section 5.233 of the Water Code, the Executive Director has accepted these gifts and donations to carry out the powers and duties of the Commission. Chapter 575 of the Government Code requires the Commission to acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted.

Enclosure

## **Exhibit A**

### **Executive Director's Approval of Gifts and Donations**

## Gifts and Donations from Third Party Organizations

January 24, 2025 to March 16, 2025

Reimbursing Organization	Traveler Name	Dates of Travel	Destination	Purpose of Trip	Total Reimbursed
National Aeronautics and Space Administration (NASA)	BOYER, DOUGLAS	1/26/2025 - 1/28/2025	WASHINGTON, DC	To participate in the National Aeronautics and Space Administration (NASA) HAQAST meeting and provide the TCEQ perspective on data/research needs. TCEQ covered other travel expenses.	\$939.79
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$544.95
				LODGING	\$388.84
				AGENT FEE	\$6.00
WESTERN STATES PROJECT (WSP)	COOPER, JASON	1/27/2025 - 2/6/2025	SAN LUIS OBISPO, CA	To participate in the Advanced Environmental Crimes Training Program. Mr. Cooper received training for the enhancement of skills necessary to conduct criminal investigations as well as specialized methods and techniques unique to environmental investigations.	\$3,306.77
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$907.95
				LODGING	\$1,786.24
				MEALS	\$567.96
				TRANSPORTATION	\$44.62
Federal Emergency Management Agency (FEMA)	CASTILLO, NINA	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other travel expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Federal Emergency Management Agency (FEMA)	LANCASTER, TRINA	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other additional expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Federal Emergency Management Agency (FEMA)	WOOD, MICHAEL	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other travel expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Great Plans Institute (GPI)	CHINWEGO, CHINENYE	3/13/2025 - 3/14/2025	NEW ORLEANS, LA	To participate and engage in the States Development Initiative Meeting. TCEQ covered other travel expenses.	\$1,042.62
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$298.96
				LODGING	\$655.46
				AGENT FEE	\$12.95
				TRANSPORTATION	\$75.25
Great Plans Institute (GPI)	SAVANICH, KASEY	3/13/2025 - 3/14/2025	NEW ORLEANS, LA	To participate and engage in the States Development Initiative Meeting. TCEQ covered other travel expenses.	\$972.37
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$303.96
				LODGING	\$655.46
				AGENT FEE	\$12.95

<b>TOTAL FOR TRAVEL RELATED EXPENSES</b>	<b>\$7,251.55</b>
--	-------------------

### B. NON-TRAVEL RELATED GIFTS AND DONATIONS

Donating Organization	Gift Donation Waiver Description	Location	Date Received	Value
THE ASSOCIATION OF WATER BOARD DIRECTORS-TEXAS (AWBD)	Waived registration fee.	AUSTIN, TEXAS	January 24, 2025	\$780.00
TEXAS ON-SITE WASTEWATER ASSOCIATION (TOWA)	Waived Trade show booth rental and registration fees.	GALVESTON, TEXAS	March 16, 2024	\$7,600.00
<b>TOTAL NON-TRAVEL GIFTS AND DONATIONS</b>				<b>\$8,380.00</b>

<b>TOTAL GIFTS AND DONATIONS FOR THIS PERIOD</b>	<b>\$15,631.55</b>
--	--------------------



# TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



A RESOLUTION      Regarding acceptance of gifts and donations in accordance with Chapter 575 of the Government Code concerning acceptance of gifts and donations by certain state agencies; TCEQ Docket No. 2025-0189-MIS

WHEREAS, Chapter 575 of the Government Code provides that a majority of the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500.00 or more in an open meeting no later than the 90th day after the date the gift is accepted.

WHEREAS, the list of gifts and donations submitted for acknowledgment is attached. The gifts have been accepted by the Executive Director. The list includes a description and amount of each gift or donation with a value of \$500.00 or more, the donor's name, and a statement regarding the purpose of each gift or donation in accordance with Section 575.004 of Chapter 575.

NOW, THEREFORE BE IT RESOLVED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY that the Commission acknowledges acceptance of the gifts and donations listed in accordance with Chapter 575 of the Government Code.

Issued this the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

TEXAS COMMISSION ON  
ENVIRONMENTAL QUALITY

---

Brooke T. Paup, Chairwoman

**Texas Commission on Environmental Quality  
AGENDA ITEM REQUEST**

**AGENDA REQUESTED: 4/17/2025**

**DATE OF REQUEST: 2/6/2025**

**NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS  
REQUEST, IF NEEDED: Yen Tran, (512) 239-4610**

**CAPTION:** Docket No. 2025-0189-MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts by certain state agencies. (Yen Tran)

**Chief Clerk must send Notice of Application/Hearing: N/A**

**Type of Matter: Miscellaneous**

**County: All**

**Uncontested: N/A**

**Contested: N/A**



---

**David Timberger, Deputy Director  
General Law Division**

# TCEQ Interoffice Memorandum

---

**To:** Kelly Keel   
Executive Director

**From:** Phillip Ledbetter, Director  for PL  
Office of Legal Services

David Timberger, Deputy Director   
General Law Division

Yen Tran, Senior Attorney   
Contracts, Employment Law and Ethics Section  
General Law Division

**Date:** March 28, 2025

**Caption:** **Docket No. 2025-0189-MIS:** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Attached for your consideration and acceptance are the gifts and donations valued at \$500.00 or more received by the agency for the time period January 24, 2025, through March 16, 2025.

The Executive Director is authorized by Section 5.233 of the Water Code to receive and accept money and other assistance from any source to carry out the powers and duties of the Commission. Following your acceptance, Chapter 575 of the Government Code requires the Commission to acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted.

The attached listing describes the gifts made to the agency, including the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation received. We recommend your approval by signature below. Upon your approval, these gifts will be presented to the Commission at the April 17, 2025, Agenda.

I acknowledge and accept the gifts listed in attached on behalf of the Texas Commission on Environmental Quality.



Kelly Keel  
Executive Director

Date: 3/27/2025

# TCEQ Interoffice Memorandum

---

**To:** Commissioners

**Thru:** Kelly Keel, Executive Director 

**From:** Phillip Ledbetter, Director  for PL  
Office of Legal Services

David Timberger, Deputy Director   
General Law Division

Yen Tran, Senior Attorney   
Contracts, Employment Law and Ethics Section  
General Law Division

**Date:** March 28, 2025

**Caption:** **Docket No. 2025-0189-MIS;** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

This item contains, for your consideration, a proposed resolution acknowledging the gifts and donations valued at \$500.00 or more received by the agency for the time period January 24, 2025 through March 16, 2025.

Exhibit A contains the Executive Director's approval of the gifts received, including the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation.

As authorized by Section 5.233 of the Water Code, the Executive Director has accepted these gifts and donations to carry out the powers and duties of the Commission. Chapter 575 of the Government Code requires the Commission to acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted.

Enclosure

## **Exhibit A**

### **Executive Director's Approval of Gifts and Donations**

## Gifts and Donations from Third Party Organizations

January 24, 2025 to March 16, 2025

Reimbursing Organization	Traveler Name	Dates of Travel	Destination	Purpose of Trip	Total Reimbursed
National Aeronautics and Space Administration (NASA)	BOYER, DOUGLAS	1/26/2025 - 1/28/2025	WASHINGTON, DC	To participate in the National Aeronautics and Space Administration (NASA) HAQAST meeting and provide the TCEQ perspective on data/research needs. TCEQ covered other travel expenses.	\$939.79
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$544.95
				LODGING	\$388.84
				AGENT FEE	\$6.00
WESTERN STATES PROJECT (WSP)	COOPER, JASON	1/27/2025 - 2/6/2025	SAN LUIS OBISPO, CA	To participate in the Advanced Environmental Crimes Training Program. Mr. Cooper received training for the enhancement of skills necessary to conduct criminal investigations as well as specialized methods and techniques unique to environmental investigations.	\$3,306.77
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$907.95
				LODGING	\$1,786.24
				MEALS	\$567.96
				TRANSPORTATION	\$44.62
Federal Emergency Management Agency (FEMA)	CASTILLO, NINA	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other travel expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Federal Emergency Management Agency (FEMA)	LANCASTER, TRINA	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other additional expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Federal Emergency Management Agency (FEMA)	WOOD, MICHAEL	2/18/2025 - 2/21/2025	EMMITSBURG, MD	To attend the 2025 National Dam Safety Program Technical Seminar. TCEQ covered other travel expenses.	\$330.00
*FEMA was not able to provide the exact cost spent for dormitory lodging and shuttle transportation. Accordingly, GSA rates were used instead.				Reimbursed Expense Description	Reimbursed Amount
				LODGING & TRANSPORTATION	\$330.00*
Great Plans Institute (GPI)	CHINWEGO, CHINENYE	3/13/2025 - 3/14/2025	NEW ORLEANS, LA	To participate and engage in the States Development Initiative Meeting. TCEQ covered other travel expenses.	\$1,042.62
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$298.96
				LODGING	\$655.46
				AGENT FEE	\$12.95
				TRANSPORTATION	\$75.25
Great Plans Institute (GPI)	SAVANICH, KASEY	3/13/2025 - 3/14/2025	NEW ORLEANS, LA	To participate and engage in the States Development Initiative Meeting. TCEQ covered other travel expenses.	\$693.37
				Reimbursed Expense Description	Reimbursed Amount
				AIRFARE	\$303.96
				LODGING	\$376.46
				AGENT FEE	\$12.95

<b>TOTAL FOR TRAVEL RELATED EXPENSES</b>	<b>\$7,115.49</b>
--	-------------------

### B. NON-TRAVEL RELATED GIFTS AND DONATIONS

Donating Organization	Gift Donation Waiver Description	Location	Date Received	Value
THE ASSOCIATION OF WATER BOARD DIRECTORS-TEXAS (AWBD)	Waived registration fee.	AUSTIN, TEXAS	January 24, 2025	\$780.00
TEXAS ON-SITE WASTEWATER ASSOCIATION (TOWA)	Waived Trade show booth rental and registration fees.	GALVESTON, TEXAS	March 16, 2024	\$7,600.00
<b>TOTAL NON-TRAVEL GIFTS AND DONATIONS</b>				<b>\$8,380.00</b>

<b>TOTAL GIFTS AND DONATIONS FOR THIS PERIOD</b>	<b>\$15,495.49</b>
--	--------------------

# TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



A RESOLUTION      Regarding acceptance of gifts and donations in accordance with Chapter 575 of the Government Code concerning acceptance of gifts and donations by certain state agencies; TCEQ Docket No. 2025-0189-MIS

WHEREAS, Chapter 575 of the Government Code provides that a majority of the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500.00 or more in an open meeting no later than the 90th day after the date the gift is accepted.

WHEREAS, the list of gifts and donations submitted for acknowledgment is attached. The gifts have been accepted by the Executive Director. The list includes a description and amount of each gift or donation with a value of \$500.00 or more, the donor's name, and a statement regarding the purpose of each gift or donation in accordance with Section 575.004 of Chapter 575.

NOW, THEREFORE BE IT RESOLVED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY that the Commission acknowledges acceptance of the gifts and donations listed in accordance with Chapter 575 of the Government Code.

Issued this the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

TEXAS COMMISSION ON  
ENVIRONMENTAL QUALITY

---

Brooke T. Paup, Chairwoman