

Subject: 090-23 Adhoob - Release of Information
Date: Tuesday, May 23, 2023 at 5:10:35 PM Eastern Daylight Time
From: Public Records <publicrecords@gov.texas.gov>
To: AO Records <records@americanoversight.org>
Attachments: 552.024 form.pdf, 552.1175 form.pdf, 552.130 form.pdf, 090-23 Adhoob - Documents for Release.pdf

EXTERNAL SENDER

May 23, 2023

Ms. Marwah Adhoob
American Oversight
1030 15th Street NW, Suite B255
Washington, DC 20005
records@americanoversight.org
VIA EMAIL ONLY

RE: OOG PIR # 090-23

Dear Ms. Adhoob:

This email is in response to your modified public information request to the Office of the Governor (“OOG”), received by the OOG on May 11, 2023. A copy of your request follows this email.

The OOG has reviewed its files and has located the attached documents that are responsive to your request. Per your authorization granted via email, the OOG has redacted private information subject to common-law privacy pursuant to section 552.101 of the Government Code. The information at issue also contains personal information subject to sections 552.117 and 552.1175. Under sections 552.024 and 552.1175 of the Government Code, such personal information is confidential and may also be withheld without the necessity of requesting a ruling from the Office of the Attorney General. The OOG has also redacted personal e-mail addresses from the attached documents pursuant to section 552.137 of the Government Code and Tex. Att’y Gen. Open Records Decision No. 684 (2009). Additionally, Texas driver license information is confidential pursuant to section 552.130 of the Government Code and may be withheld without the necessity of requesting a ruling from the Office of the Attorney General. The enclosed notice provides additional information and instructions if you wish to appeal our decision to withhold this information.

If you have any questions, please contact me at publicrecords@gov.texas.gov.

Sincerely,

Kieran Hillis
Public Information Coordinator
Assistant General Counsel
Office of Governor Greg Abbott

From: AO Records <records@americanoversight.org>
Sent: Thursday, May 11, 2023 11:24 AM
To: Public Records <publicrecords@gov.texas.gov>
Subject: 090-23 Adhoob - Request for Narrowing or Clarification_Reply 2

[EXTERNAL SENDER] - Do not click on links or open attachments in unexpected messages.

Hi Kieran,

Thank you for your call and for taking the time to talk through these questions with me.

As we discussed, I'm writing to confirm that yes, for request 090-23, American Oversight can agree to exclude personal information subject to common-law privacy, as you described on the call today.

Please let me know if you need any additional information. Thank you again for your time and assistance.

Best,
Katie

Katherine M. Anthony | she/her
Deputy Chief Counsel | American Oversight
records@americanoversight.org | (202) 897-3918
www.americanoversight.org | @weareoversight

From: AO Records <records@americanoversight.org>
Date: Tuesday, May 9, 2023 at 4:55 PM
To: Public Records <publicrecords@gov.texas.gov>
Subject: Re: 090-23 Adhoob - Request for Narrowing or Clarification

Hi Kieran,

Apologies for the delayed response. We remain interested in this request and ask that you do not withdraw it.

Is it possible for you to share the type of information that is being considered confidential under common-law privacy? For instance, whether it is things like personal email address/cell phone number, versus more substantive personnel records?

I think it is likely we can agree to narrow this request in the way you've described, to exclude personal information subject to common-law privacy, but if there's any high-level information you can share on the general category or nature of the confidential information you're seeking to withhold, that would be helpful for us to make that final determination.

Thanks very much – we appreciate your assistance.

Best,

Katherine M. Anthony | she/her
Deputy Chief Counsel | American Oversight
records@americanoversight.org | (202) 897-3918
www.americanoversight.org | @weareoversight

From: Public Records <publicrecords@gov.texas.gov>
Date: Thursday, March 9, 2023 at 5:00 PM
To: AO Records <records@americanoversight.org>
Subject: 090-23 Adhoob - Request for Narrowing or Clarification

EXTERNAL SENDER

Ms. Adhoob,

This email seeks to narrow or clarify your request to avoid the production of and potential charges for responsive information that you are not interested in receiving. Additionally, clarifying or narrowing the scope of your public information request can assist the OOG in providing responsive information to you more quickly and potentially avoid the need for a decision from the Office of the Attorney General.

Your original request seeks, in part, “all records concerning the hiring process for Special Advisor on Border Matters Mike Banks.” Please respond to the following request for clarification or narrowing:

- We note the requested employment records may contain certain types of information that has been determined to be confidential under common-law privacy. The OOG may not redact information we consider to be confidential on this basis without requesting a ruling from the OAG, which can take up to 45 business days. **Are you willing to narrow your request to exclude personal information subject to common-law privacy?** If so, the OOG will redact the confidential personal information and release the remaining records to you.

Your narrowing or clarification of this request does not preclude you from making future requests for additional information. After we receive your response, we can begin a search of our records for the information you are seeking. If the OOG does not receive a response from you by the 61st day after the date this email is sent, your request will be considered withdrawn. See Gov’t Code § 552.222(d), (g). The withdrawal of your request does not preclude you from requesting the same or other information in the future. You can reach us at 512-475-2256 or publicrecords@gov.texas.gov with any questions.

Best,

Kieran Hillis
Public Information Coordinator
Assistant General Counsel
Office of the Governor

From: AO Records <records@americanoversight.org>
Sent: Friday, March 3, 2023 9:21 AM
To: Public Records <publicrecords@gov.texas.gov>
Subject: 090-23 Adhoob - Request for Information

[EXTERNAL SENDER] - Do not click on links or open attachments in unexpected messages.

Dear Public Information Officer:

Please find attached a request for records under the Texas Public Information Act.

Sincerely,

--

Marwah Adhoob | She/Her
Paralegal | American Oversight
records@americanoversight.org
www.americanoversight.org | @weareoversight

PIR: TX-GOV-23-0212



THE STATE OF TEXAS APPLICATION FOR EMPLOYMENT

For State Agency Use Only

Date received	_____
Time received	_____
Received by	_____

Job Applicant No. _____

PRINT IN BLACK INK OR TYPE. These instructions must be followed exactly. Fill out application form completely. If questions are not applicable, enter "NA." Do not leave questions blank. Be sure to sign when completed. The State of Texas is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. You may make copies of this application and enter different position titles, but each copy must be signed. Resumes will not be accepted in lieu of applications, unless specifically stated in the job vacancy notice. This application becomes public record and is subject to disclosure.

With few exceptions, you have the right to request and be informed about information that the State of Texas collects about you. You are entitled to receive and review the information upon request. You also have the right to ask the state agency to correct any information that is determined to be incorrect. (Reference: Government Code, Sections 552.021, 552.023 and 558.004.)

NAME Banks Michael Wesley _____
(Last) (First) (Initials) (Daytime Phone)

MAILING ADDRESS _____
(Street) (City) (State) (Zip) (Country) (Work Phone, Optional)

E-MAIL ADDRESS _____

List any other names used if different from name on this application. _____

List exact title of position or type of work and location for which you wish to apply:	Job Posting Number	Closing Date
List the state agency with which you wish to apply:	Do you have any relatives working for this agency? If so, list names and relationships:	

Full-Time Part-Time Summer Temp/Project Date available for work? 01/24/2023 Are you at least 17 years of age? Yes No

Are you willing to work hours other than 8-5? Yes No What days are you unable to work? None

Are you willing to travel? Yes No If yes, what percent of time? 100%

Current Driver's License # (If required for position) _____ Commercial Driver's License Yes No
(State) (Number)

Geographic preference. (Be specific to city/area. If no preference, write "statewide.") Statewide

Have you ever been convicted of a felony or subjected to deferred adjudication on a felony charge? Yes No If your answer is "Yes," explain in concise detail on a separate page, giving dates and nature of the offense, name and location of the court, and disposition of the case(s). A conviction may not disqualify you, but a false statement will. Note: Some state agencies may require additional information related to convictions of misdemeanors.

EDUCATION (NOTE: Applicants may be required to provide proof of diploma, degree, transcripts, licenses, certifications, and registrations.)

High School Graduate or GED? Yes No If yes, name and location of high school or GED institute: Warner Robins, Georgia

Type of School	Name and Location of School	Dates Attended				Date Graduated	Expected Graduation Date	Sem/Clock Hours Completed	Type of Diploma or Degree	Major/Minor Fields of Study
		From Mo.	From Yr.	To Mo.	To Yr.					
Undergraduate Colleges or Universities	Southwest CC Chulavista, CA	05	96	05	98	05/01/1998			AA	Administration of Justice
	South Texas College	08	19	08	21	08/14/2021			BS	Organizational Leadership
Graduate Schools										
Technical or Vocational Schools										

AN EQUAL OPPORTUNITY EMPLOYER

If a license, certificate, or other authorization is required or related to the position for which you are applying, complete the following:

LICENSE/CERTIFICATION (P.E., R.N., Attorney, C.P.A., etc.)	Date Issued	Date Expires	Issued by/Location of Issuing Authority (State or other authority) (City & State)	License No.

Special Training/Skills/Qualifications: List all job related training or skills you possess and machines or office equipment you can use, such as calculators, printing or graphics equipment, computer equipment, types of software and hardware. (Attach additional page, if necessary.)
Sworn and certified Federal Agent, please see resume

Approximately how many words per minute do you type? _____

Sign Language (if required for this position) Yes No

Are you a certified interpreter? Yes No

Do you speak a language other than English? (if required for this position) Yes No

How fluently? Fair Good Excellent

If yes, what language(s) do you speak? Spanish

Do you write in a language other than English? (if required for this position) Yes No

If yes, which language(s) Spanish

Have you ever been employed by the State of Texas? Yes No

Are you currently employed by the State of Texas? Yes No

If you have been previously employed by the State of Texas, list the agency/agencies:
 No

FORMER FOSTER YOUTH (Verification may be required.)

Were you a foster youth under the Texas Department of Family and Protective Services on the day before your 18th birthday? Yes No
 If yes, are you currently 25 years of age or younger? Yes No

MILITARY SERVICE (A copy of a report of separation from the Armed Services may be required.)

Are you a veteran? Yes No If yes, list type of discharge Honorable

Dates of Service (From/To): 01/09/1990 to 09/15/1999

Are you a surviving spouse of a veteran who has not remarried? Yes No

Are you a surviving orphan of a veteran Yes No
 killed while on active duty?

If yes, complete dates of service for veteran _____

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY AND INDICATE YOUR UNDERSTANDING AND ACCEPTANCE BY SIGNING IN THE SPACE PROVIDED

- I certify that all the information provided by me in connection with my application, whether on this document or not, is true and complete, and I understand that any misstatement, falsification, or omission of information may be grounds for refusal to hire or, if hired, termination.
- I understand that as a condition of employment, I will be required to provide legal proof of authorization to work in the U.S.
- I understand that the State of Texas requires all males who are 18 through 25 and required to register with the Selective Service, to present either proof of registration or exemption from registration upon hire.
- I understand that some state agencies will check with the Texas Department of Public Safety, the Federal Bureau of Investigation or other organizations, for any criminal history in accordance with applicable statutes.
- I authorize any of the persons or organizations referenced in this application to give you any and all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application, and I release all such parties from all liability from any damages which may result from furnishing such information to you.

THIS APPLICATION MUST BE SIGNED SIGN HERE:



01/23/2023

Signature -- Applicant

Date

EMPLOYMENT HISTORY

This information will be the official record of your employment history and must accurately reflect all significant duties performed. Summaries of experience should clearly describe your qualifications.

1. Include ALL employment. Begin with your current or last position and work back to your first. Employment history should include each position held, even those with the same employer.
2. EMPLOYER ADDRESSES MUST BE COMPLETE MAILING ADDRESSES, INCLUDING ZIP CODE.
3. Answer all questions and completely summarize your experience including technical and managerial responsibilities and any special training, skills and qualifications for each position you have held.

If you need additional space to adequately describe your employment history, you may use this employment history sheet or attach a typed employment history providing the same information in the same format as this application form.

Name: Barikas Michael Wesley Waddle
Last First Middle

Position Title: Patrol Agent in Charge, GS-1096-15 Employer: U.S. Customs and Border Protection Mailing Address: 1501 East Expressway 83 City & State/ZIP: Weslaco, Texas 78696 Employer's Telephone No.: 366-647-9900		Immediate Supervisor Name: Alfredo Lozano Title: Division Chief Supervisor's Telephone No.: 366-286-4900	
Starting Date Mo. Day Yr.	Leaving Date Mo. Day Yr.	Current Final Salary \$190,000	Technical Non-Managerial Supervisory/Managerial <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
07 18 2022	07 23 2023	\$190,000	<input checked="" type="checkbox"/>

Summary of experience including special training/technical/qualifications you have used in the performance of this job:

I am responsible for the day-to-day operations and administrative functions of a large southwest Border Patrol station. The responsibility of running a dynamic, constantly evolving station operation required me to make well informed, accurate and timely decisions, often at times when I had little information to go on and knowing my decisions could affect people's lives and the security of our community and Nation. The nature of a Border Patrol station in such fast events evolve quickly and immediate decisions must be made to ensure appropriate action is taken. I developed a very quick mind during this period and was able to process available information and make immediate decisions under the most stressful conditions. My experience in the Border Patrol leading up to this command position gave me the credibility needed to base decisions on my sound knowledge of law, regulation, policy and procedure. It was also during this command experience where I honed my interpersonal and negotiation skills. I developed an exceptional relationship with the urban, Mexican Consulate, state and local law enforcement and community leaders.

Specific reason for leaving: Retirement

Position Title: Deputy Chief Law Enforcement Operational Programs Employer: U.S. Customs and Border Protection Mailing Address: 1300 Pennsylvania Ave. City & State/ZIP: Washington, DC 20003 Employer's Telephone No.:		Immediate Supervisor Name: Manuel Padilla Jr. Title: Chief of Operations/US Border Patrol Supervisor's Telephone No.:	
Starting Date Mo. Day Yr.	Leaving Date Mo. Day Yr.	Current Final Salary \$215,000	Technical Non-Managerial Supervisory/Managerial <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
05 09 2022	05 17 2023	\$215,000	<input checked="" type="checkbox"/>

Summary of experience including special training/technical/qualifications you have used in the performance of this job:

I oversee the following Divisions Foreign Operations Division (FOB), Special Enforcement Division, Liaison Division, Immigration Prosecutions and Custodial Operations Division, National K-9 program, National Horse Patrol Program, Emergency Preparedness Division, Department of Defense liaison, and the National Marine Training center. Combined these divisions make up the Law Enforcement Operations Programs Directorate. I oversee 11 GS-15 second line supervisors, 76 GS-14 second line supervisors, 36 GS-13 first line supervisors, and 11 civilian employees, as well as the management of an annual budget of approximately \$13.5 M, and a payroll budget of nearly \$20M. USBP is currently faced with an immigration and humanitarian crisis, with over 21,000 illegal migrants in CBP detention and more than 45,000 detained migrants in ICE detention. Additionally, USBP is averaging 8,000 apprehensions daily. I lead a team from CBP, ICE and CIS to develop pathways to increase throughput and reduce in custody numbers, these pathways consist of Notices to Report (NTR 's) and Parole to Alternative to Detention (ATD). (Continued in Attached Resume)

Specific reason for leaving: To Assume Command of the Weslaco Border Patrol Station

Position Title: Patrol Agent in Charge, GS-1896-15 Employer: U.S. Customs and Border Protection Mailing Address: 3000 West Military Highway City & State/ZIP: McAllen, TX 78503 Employer's Telephone No.: 958-217-3700		Immediate Supervisor Name: John Morris Title: Division Chief Supervisor's Telephone No.:		Full-Time <input checked="" type="checkbox"/> Part-Time <input type="checkbox"/> Summer <input type="checkbox"/> Temp/Project <input type="checkbox"/>																					
<table border="1"> <thead> <tr> <th colspan="3">Starting Date</th> <th colspan="3">Leaving Date</th> <th rowspan="2">Current/ Final Salary</th> <th rowspan="2">Technical Non-managerial <input type="checkbox"/> Supervisory/Managerial <input checked="" type="checkbox"/></th> </tr> <tr> <th>Mo.</th> <th>Day</th> <th>Yr.</th> <th>Mo.</th> <th>Day</th> <th>Yr.</th> </tr> </thead> <tbody> <tr> <td>05</td> <td>28</td> <td>19</td> <td>05</td> <td>09</td> <td>21</td> <td>\$206,000</td> <td></td> </tr> </tbody> </table>		Starting Date			Leaving Date			Current/ Final Salary	Technical Non-managerial <input type="checkbox"/> Supervisory/Managerial <input checked="" type="checkbox"/>	Mo.	Day	Yr.	Mo.	Day	Yr.	05	28	19	05	09	21	\$206,000		Give average # of hours worked per week if part-time: If supervisory, number of employees you supervised: 1200	
Starting Date			Leaving Date			Current/ Final Salary	Technical Non-managerial <input type="checkbox"/> Supervisory/Managerial <input checked="" type="checkbox"/>																		
Mo.	Day	Yr.	Mo.	Day	Yr.																				
05	28	19	05	09	21	\$206,000																			

Summary of experience including special training/skills/qualifications you have used in the performance of this job:
 I had command of a large station with over 600 agents, 80 supervisors, 7 support staff and the management of an annual budget of approximately \$1.5 M, and a payroll budget of nearly \$60M. Additionally, station manpower grew to 1100 with the addition of 210 OFO Officers and 198 National Guard and Activity duty soldiers. Oversight includes various activities of enforcement, detention, and processing operations; seized property; fleet maintenance and supplies; facility construction and alteration requirements; budgeting and procurement; multiple technology projects; office management and community relations as well as partnerships with other agencies. I managed the operations of a dynamic operating environment that spans 53 river miles and a total of 7,254 square miles which includes 10 cities, 3 port of entries, National Parks, and several wildlife refuges. The McAllen station is the busiest station in the nation, and led the nation in apprehensions 219,061 FY19, and was in the top 5 for narcotic seizures in FY 19. I led and managed the following: LER, EEO, and Union issues; Air Coordination; Disrupt; Intelligence; Processing Investigations Team (PIT/ASID); Common Intelligence Picture (CIP); Significant incidents, administrative reports; pay cap issues; trend analysis, Agent deployments; technology deployments; specialty units; employee recognition; budget; Continuity of Operations (COOP); training requirements; health and safety; Integrated Mission Analysis (IMA); joint operations; media relations; International Liaison Unit (ILU); facilities; station enforcement targets; vehicle fleet; and critical incidents. On a regular basis, I coordinated operations with all three POEs, the Weslaco and Rio Grande City Border Patrol stations, RGV Sector Intel, Air Support, SOG, Joint Field Command, National Park Service, Fish and Wildlife, Cameron, and Hidalgo County Sheriff Departments, 10 different city police departments, as well as their mayors, High Intensity Drug Trafficking Areas (HIDTA), and public lands managers. (Continued in Attached Resume)

Specific reason for leaving: Transferring to New Command

Position Title: Executive Officer, GS-1889-14 Employer: U.S. Customs and Border Protection Mailing Address: 4400 South Expressway 281 City & State/ZIP: Edinburg, TX 78542 Employer's Telephone No.: 958-289-4800		Immediate Supervisor Name: John Morris Title: Division Chief Supervisor's Telephone No.:		Full-Time <input checked="" type="checkbox"/> Part-Time <input type="checkbox"/> Summer <input type="checkbox"/> Temp/Project <input type="checkbox"/>																					
<table border="1"> <thead> <tr> <th colspan="3">Starting Date</th> <th colspan="3">Leaving Date</th> <th rowspan="2">Current/ Final Salary</th> <th rowspan="2">Technical Non-managerial <input type="checkbox"/> Supervisory/Managerial <input checked="" type="checkbox"/></th> </tr> <tr> <th>Mo.</th> <th>Day</th> <th>Yr.</th> <th>Mo.</th> <th>Day</th> <th>Yr.</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>01</td> <td>17</td> <td>05</td> <td>28</td> <td>19</td> <td>\$192,500</td> <td></td> </tr> </tbody> </table>		Starting Date			Leaving Date			Current/ Final Salary	Technical Non-managerial <input type="checkbox"/> Supervisory/Managerial <input checked="" type="checkbox"/>	Mo.	Day	Yr.	Mo.	Day	Yr.	07	01	17	05	28	19	\$192,500		Give average # of hours worked per week if part-time: If supervisory, number of employees you supervised: 400	
Starting Date			Leaving Date			Current/ Final Salary	Technical Non-managerial <input type="checkbox"/> Supervisory/Managerial <input checked="" type="checkbox"/>																		
Mo.	Day	Yr.	Mo.	Day	Yr.																				
07	01	17	05	28	19	\$192,500																			

Summary of experience including special training/skills/qualifications you have used in the performance of this job:
 As the Patrol Agent in Charge of the Weslaco Station I am responsible for the day-to-day operations and administrative functions of a large southwest Border Patrol station. The responsibility of running a dynamic, constantly evolving station operation required me to make well informed, accurate and timely decisions, often at times when I had little information to go on and knowing my decisions could affect people's lives and the security of our community and Nation. The nature of a Border Patrol station is such that events evolve quickly and immediate decisions must be made to ensure appropriate action is taken. I developed a very quick mind during this period and was able to process available information and make immediate decisions under the most stressful conditions. My experiences in the Border Patrol leading up to this command position gave me the credibility needed to base decisions on my sound knowledge of law, regulation, policy and procedure. It was also during this command experience where I honed my interpersonal and negotiation skills. I developed an exceptional relationship with the union, Mexican Consulate, state and local law enforcement and community leaders.

I created the A3 concept (Activity/Appropriate Response/Apprehensions), developed to assist in the strategic efficient deployment of sensors and drawbridge in the Weslaco AOR. The A3 concept analyzes the sensor, drawbridge activity, response time, and apprehensions to formulate an appropriate sensor deployment for the Weslaco AOR. Since the inception of the A3 concept the sensor program has significantly increased the stations apprehensions regarding undocumented alien apprehensions. (Continued in Attached Resume)

Specific reason for leaving: Transferring to New Command

Michael W. Banks

E-mail:

U.S. Citizen- Highest Federal Grade and Dates: GS-1896-15 (09/2018) to Present
Security Clearance: (Secret) - SSN: Last 4:

PROFESSIONAL PROFILE

Award winning federal law enforcement professional with 33 years' experience in leading and training others. Over 23 years of that experience in Border security operations and administration along the U.S. Border. Expertise in directing complex planning, evaluation, and analysis for a large, complex organization. Excel at building high performance teams with an emphasis on problem solving, results and efficiency while balancing employees' needs through compassion and direct communication. Ability to work successfully on complex projects in multi-disciplinary, intra-agency, and interagency environments at all organizational levels. Lead Integrator who can identify and capitalize on opportunity, envision, and define the next steps, leverage human talent, and strategically maneuver to exceed organizational objectives and mission capacity. Major strengths include promoting subordinate growth and development through mentoring, trust and empowerment, setting clear expectations, identifying inefficiencies and redundancies in processes and self-awareness through emotional maturity.

Leadership positions held: Supervisory Border Patrol Agent, Field Operations Supervisor, Special Operations Supervisor, Watch Commander, Deputy Patrol Agent in Charge, Patrol Agent in Charge, Executive Officer, and Acting Division Chief/Operations and Operation Programs, Deputy Chief Patrol Agent, and Deputy Chief of Law Enforcement Operational Programs.

Developer and planner in response to complex Border Security issues. Subject matter expert for checkpoints. Planner for: CBP - Alien Smuggler Identification and Deterrence Unit (ASID-11/2011 to 11/2013), DHS - Deployment of DoD assets to the southwest border (Operation Copper Cactus iterations I and II, 08/2010-08/2011 - Operation Jump Start, Iteration II 2006), Operation Secure Texas 2016-2019, and Operation BZ 1-5, Operation CAPIO 03/2020 to present.

PROFESSIONAL EXPERIENCE

Patrol Agent in Charge, GS-1896-15
07/16/2022- Present

U.S. Border Patrol
Weslaco, TX (RGV Sector)

As the Patrol Agent in Charge of the Weslaco Station I am responsible for the day-to-day operations and administrative functions of a large southwest Border Patrol station. The responsibility of running a dynamic, constantly evolving station operation required me to make well informed, accurate and timely decisions, often at times when I had little information to go on and knowing my decisions could affect people's lives and the security of our community and Nation. The nature of a Border Patrol station is such that events evolve quickly and immediate decisions must be made to ensure appropriate action is taken. I developed a very quick mind during this period and was able to process available information and make immediate decisions under the most stressful conditions. My experiences in the Border Patrol leading up to this command position gave me the credibility needed to base decisions on my sound knowledge of law, regulation, policy and procedure. It was also during this command experience where I honed my interpersonal and negotiation skills. I developed an exceptional relationship with the union, Mexican Consulate, state and local law enforcement and community leaders.

I created the A3 concept (Activity/Appropriate Response/Apprehensions), developed to assist in the strategic efficient deployment of sensors and drawbridge in the Weslaco AOR. The A3 concept analyzes the sensor, drawbridge activity, response time, and apprehensions to formulate an appropriate sensor deployment for

the Weslaco AOR. Since the inception of the A3 concept the sensor program has significantly increased the stations apprehensions regarding undocumented alien apprehensions.

I developed a three-prong approach to attacking Zone 10, this area had the highest apprehensions for the entire Weslaco AOR. Zone 10 has always been the most difficult area to patrol for the Weslaco station due to the lack of infrastructure; Border roads in this zone are nearly nonexistent with little to no lateral access to the border. I developed a three-prong approach consisting of better use and coordination of all available riverine units, ground assets, and air units. Units were deployed in three layers of enforcement, this new approach not only led to greater efficiency, but to an efficiency level never seen in this area. Weslaco

Deputy Chief Law Enforcement Operational Programs (Acting SES)
05/08/2021- 07/15/2022

USBP Headquarters
Washington, DC

I Serve as the Acting Senior Executive of the Law Enforcement Operations Programs Directorate. I oversee the following Divisions Foreign Operations Division (FOB), Special Enforcement Division, Liaison Division, Immigration Prosecutions and Custodial Operations Division, National K-9 program, National Horse Patrol Program, Emergency Preparedness Division, Department of Defense liaison, and the National Marine Training center. Combined these divisions make up the Law Enforcement Operations Programs Directorate. I oversee 11 GS-15 second line supervisors, 76 GS-14 second line supervisors, 36 GS-13 first line supervisors, and 11 civilian employees, as well as the management of an annual budget of approximately \$13.5 M, and a payroll budget of nearly \$20M.

USBP is currently faced with an immigration and humanitarian crisis, with over 21,000 Illegal Migrants in CBP detention and more than 45,000 detained migrants in ICE detention. Additionally, USBP is averaging 8,000 apprehensions daily. I lead a team from CBP, ICE, and CIS to develop pathways to increase throughput and reduce in custody numbers, these pathways consist of Notice to Report (NTR's) and Parole to Alternative to Detention (ATD). I also led this team in the creation on the NTA/OR direct to ATD program. This program placed BRO embeds into the processing centers on the front-end vs the traditional back end. The gains we are receiving from this program have been great, saving approximately two hours per file in processing time, and reducing the time in custody (TIC) by over 24 hours. My team has also been able to bring back the Electronic Nationality Verification (ENV) pathway, which allows for the expedited Removal of migrants to their home country, this process is one of many pathways that helps address the throughput, while also addressing one of the major pull factors.

I directly led the FOB in the creation of the Missing Migrant Program (MMP). For years, the U.S. Border Patrol, had sought to address the potential risks of the journey with an aim in preventing deaths, rescue migrants who go missing, assist in the identification and recovery of remains and reunify the remains with their families in their countries of origin. As part of the strategy, Border Patrol agents have placed Rescue Beacons in strategic locations throughout the border. These rescue Beacons relay a distress signal to assist in rescue efforts. Deployed mobile Rescue Beacons can be relocated to adjust to changes in migration patterns. By the end of June 2021, CBP had more than 120 rescue beacons deployed. Also, the U.S. Border Patrol has deployed thousands of 911 rescue placards which direct lost or injured migrants to call 911. The placards provide a unique location marker so USBP agents can respond to their exact location. By the end of June 2021, CBP had 2,165 rescue placards in remote areas throughout the Southwest border. By the end of June in fiscal year 2021, CBP conducted over 9,200 rescues nationwide, which is 172% higher than Fiscal Year 2020. Border Patrol agents have encountered 1,076,450 undocumented migrants throughout the Southwest border, compared to 260,061 found in FY2020 marking a 314% increase.

Under my leadership FOD deployed mentors to Mexico with support from CBP-MX and DOS-INL. This was done to build capabilities for the Government of Mexico (GOM) in targeting and analytical support, provided by NTC and USBP HQ Intel. They engaged the CBP Advisors in Monterrey and Hermosillo to be USBP representatives in their respective areas, and provided information, and direction, with sectors for a whole of USBP approach. We gained support from Department of State Consul Generals along the border and secured direct access to GOM's National Public Safety Board. FOD leveraged CBP Attaches and Advisors in Eastern Europe for a whole of Government approach disrupting the flow of Romania nationals by working with INAMI in MX, Romanian Embassy in DC, and USBP advisors in Cancun.

Led the Specialty Programs and Planning (SPP) division, managing an Operation STONEGARDEN (OPSG) \$90 million grant within the Homeland Security Grant Program. The mission of the grant is to augment border security by providing State, Local, Territorial, and Tribal (SLTT) law enforcement partners funding for overtime (OT) hours in support of border security. Planned and executed initial grant funding and served as final approver on all Operation Orders. I led the National Canine Program which is comprised of 20 Border Patrol Sectors and 1 Special Operations Group. There are 873 active canine teams and 261 active canine instructors. The designated training and delivery site for the USBP is currently the Office of Training and Developments Canine Center El Paso. Under my direction the USBP K9 Program has assisted with 65.71% of all USBP seizures nationwide.

Patrol Agent in Charge, GS-1896-15
05/28/2019- 05/09/21

U.S. Border Patrol,
McAllen, TX (RGV Sector)

I had command of a large station with over 600 agents, 80 supervisors, 7 support staff and the management of an annual budget of approximately \$1.5 M, and a payroll budget of nearly \$50M. Additionally, station manpower grew to 1100 with the addition of 210 OFO Officers and 198 National Guard and Activity duty soldiers. Oversight includes various activities of enforcement, detention, and processing operations; seized property; fleet maintenance and supplies; facility construction and alteration requirements; budgeting and procurement; multiple technology projects; office management and community relations as well as partnerships with other agencies. I managed the operations of a dynamic operating environment that spans 53 river miles and a total of 7,254 square miles which includes 10 cities, 3 port of entries, National Parks, and several wildlife refuges. The McAllen station is the busiest station in the nation, and led the nation in apprehensions 219,061 FY19, and was in the top 5 for narcotic seizures in FY 19. I led and managed the following: LER, EEO, and Union issues; Air Coordination; Disrupt; Intelligence; Processing Investigations Team (PIT/ASID); Common Intelligence Picture (CIP); Significant incidents, administrative reports; pay cap issues; trend analysis, Agent deployments; technology deployments; specialty units; employee recognition; budget; Continuity of Operations (COOP); training requirements; health and safety; Integrated Mission Analysis (IMA); joint operations; media relations; International Liaison Unit (ILU); facilities; station enforcement targets; vehicle fleet; and critical incidents. On a regular basis, I coordinated operations with all three POEs, the Weslaco and Rio Grande City Border Patrol stations, RGV Sector Intel, Air Support, SOG, Joint Field Command, National Park Service, Fish and Wildlife, Cameron, and Hidalgo County Sheriff Departments, 10 different city police departments, as well as their mayors, High Intensity Drug Trafficking Areas (HIDTA), and public lands managers.

Based on the outstanding success achieved in leading joint operations with the Office of Field Operations, I met with the Port Directors who agreed that we needed more integration at the POEs. I assigned two agents per shift working outbound, and one agent working inbound traffic, each working side by side with an OFO officer. Agents and officers worked together and learned from each other various tactics, techniques, and procedures (TTPs) from each component, this led to a 36% increase in narcotics seizures in the MCS AOR.

I also created a CBP Flex team with three Border Patrol Agents (BPA's) and three Office of Field Operations (OFO) officers. Intelligence drove a targeted enforcement posture for this team, in which the group worked at the POEs, as a team on various shifts to target Drug Trafficking Organizations (DTOs) and Alien Smuggling Organizations (ASOs) to disrupt their operations.

Developed a defense in depth approach to attacking Zone 9, which had the highest apprehensions for the entire nation at the time. Zone 9 has always been the most difficult area to patrol for the McAllen station due to the lack of infrastructure, such as border roads and fencing do not exist in this area. I developed a tiered approach consisting of better use and coordination of all available assets to include ground assets as well as air, and marine platforms. In this tiered deployment units were deployed in three lines of defense (enforcement zones). This approach not only led to greater efficiency, but to an efficiency level never before seen in this area. McAllen currently maintains a 98% efficiency in Border Zone 09. This deployment strategy was then deployed throughout the stations area of responsibility (AOR) and has produced outstanding results. In FY19 McAllen station apprehended 219,061 subjects with a 72% efficiency rate, in FY20 the McAllen station reduced its total apprehension to 44,421 for a reduction of over 80% while increasing its efficiency to 96%.

Developed a Career Development Plan (CDP) model and instituted the practice across all levels of station management to strengthen career potential. Through open dialogue and 360 assessments, mentors and mentees identify performance, skill, and knowledge gaps that should be satisfied. Mentees are guided through methodical steps to increase promotional opportunity and fulfill leadership potential. The program engages managers and supervisors together beyond normal performance plans and cycles and instills a sense of motivation and means of deterring stagnation.

Patrol Agent in Charge, GS-1896-15
09/2018- 05/28/2019

U.S. Border Patrol
Weslaco, TX (RGV Sector)

As the Patrol Agent in Charge of the Weslaco Station I am responsible for the day-to-day operations and administrative functions of a large southwest Border Patrol station. The responsibility of running a dynamic, constantly evolving station operation required me to make well informed, accurate and timely decisions, often at times when I had little information to go on and knowing my decisions could affect people's lives and the security of our community and Nation. The nature of a Border Patrol station is such that events evolve quickly and immediate decisions must be made to ensure appropriate action is taken. I developed a very quick mind during this period and was able to process available information and make immediate decisions under the most stressful conditions. My experiences in the Border Patrol leading up to this command position gave me the credibility needed to base decisions on my sound knowledge of law, regulation, policy and procedure. It was also during this command experience where I honed my interpersonal and negotiation skills. I developed an exceptional relationship with the union, Mexican Consulate, state and local law enforcement and community leaders.

I created the A3 concept (Activity/Appropriate Response/Apprehensions), developed to assist in the strategic efficient deployment of sensors and drawbridge in the Weslaco AOR. The A3 concept analyzes the sensor, drawbridge activity, response time, and apprehensions to formulate an appropriate sensor deployment for the Weslaco AOR. Since the inception of the A3 concept the sensor program has significantly increased the stations apprehensions regarding undocumented alien apprehensions.

I developed a three-prong approach to attacking Zone 10, this area had the highest apprehensions for the entire Weslaco AOR. Zone 10 has always been the most difficult area to patrol for the Weslaco station due to the lack of infrastructure; Border roads in this zone are nearly nonexistent with little to no lateral access to the border. I developed a three-prong approach consisting of better use and coordination of all available riverine units, ground assets, and air units. Units were deployed in three layers of enforcement, this new approach not only led to greater efficiency, but to an efficiency level never seen in this area. Weslaco currently maintains a 93% efficiency in Border Zone 10.

Executive Officer, GS-1869-14
Acting Division Chief / Operations GS-1895-15 (Various dates)
07/2017 - 09/2018

U.S. Border Patrol
Rio Grande Valley Sector

As acting Division Chief, I oversee and direct operations for the second largest sector in the U.S. Border Patrol which approximately 3,100 Border Patrol agents assigned to nine stations which includes Interagency Operations, Special Operations Detachment, and the Sector Intelligence Unit. I reported directly to the Deputy Chief Patrol Agent, a Senior Executive Service (SES) member. I directly supervised over thirteen GS-14 and GS-15 field level leaders and managers while executing my duties. I oversaw a diverse team that developed and executed strategic plans designed to meet Customs and Border Protection's (CBP) goals of preventing terrorism, securing our Nation's borders, and enforcing immigration laws. Under my leadership, the organization's goals and priorities were clearly communicated throughout all levels of leadership within the Rio Grande Valley Sector (RGV). My vast knowledge and personal experiences gained through nearly 29 years of Federal law enforcement service were invaluable as it helped me build on and leverage coalitions with other CBP components, state, local, and other Federal partners, members of the community, as well as state and Federal law makers and non-governmental organizations (NGO). These relationships and liaison efforts were instrumental to the operational successes I executed while serving in the role of acting Division Chief. I led a diverse group of law enforcement and military executives in the execution of the sector Campaign Plan. My coalition building efforts contributed greatly to the operational successes realized in the Rio Grande Valley during Fiscal Year 2017. I leveraged the strengths and resources of other CBP components, state, and local law enforcements as well as other Federal law enforcement agencies and the U.S. Military, both Title 32 and Title 10. Managing these various agencies with competing missions and priorities was challenging and required constant oversight, conflict management and refocusing towards common goals and objectives. As a result, RGV Sector has had a decrease of 26% in arrests, a decrease of 45% in known illegal entries, a decrease of 11% in marijuana seized and a decrease of 17% in other-than-Mexican (OTM) apprehensions. The operational gains realized in FY18 are significant and symbolic of my leadership style, creativity, and innovation. In achieving success, I overcame various challenges to include budget cuts and significant reductions in resourcing. Through innovative thinking, financial management, and good judgment, I was able to experience great success in accomplishing the mission objectives. I encouraged my subordinate leaders to do more with less and to maximize efficiencies. As a result, my efforts acquired a 2-million-dollar savings in vehicle and travel expense. Those savings were reapplied towards purchasing equipment that will benefit the sector in future years and create additional cost savings.

I led the development of Operation Secure Texas and Operation BZ1-5, a strategic plan designed to address the Transnational Criminal Organization (TCO) threat in the sector's western corridor which is a priority for the Agency and a significant risk to border security. I built coalitions with neighboring sectors, the military, other law enforcement agencies and the Government of Mexico, all of whom were partners in this operation. I managed over 100 million dollars in surveillance technology used during the operation and created greater effectiveness in its deployment. I implemented an air strategy in the western corridor that synchronized a multitude of CBP, military and contracted air platforms. The level of air support and coordination that was a part of BZ 1-5 is unprecedented in CBP. As a result of BZ 1-5, the western corridor has experienced significant decreases in illicit cross-border activity.

Other Leadership Experience

PREVIOUS LAW ENFORCEMENT AND MILITARY EXPERIENCE

07/2016 -07/2017, Patrol Agent in Charge, GS-1896-14	U.S. Border Patrol, Brownsville, TX
01/2017-06/2017, (I) Patrol Agent in Charge GS-1896-15	U.S. Border Patrol, Rio Grande City, TX
11/2014-07/2016, Acting Patrol Agent in Charge, GS-1896-15	U.S. Border Patrol, Ajo, AZ
11/2014-07/2016, Deputy Patrol Agent in Charge, GS--1896-14	U.S. Border Patrol, Ajo, AZ
07/2014-11/2014, Special Operations Supervisor, GS-1896-13	U.S. Border Patrol, Tucson, AZ
11/2013-07/2014, Acting Watch Commander, GS-1896-14	U.S. Border Patrol, Nogales, AZ
11/2011-07/2014, Field Operations Supervisor, GS-1896-13	U.S. Border Patrol, Nogales, AZ
11/2008-11/2011, Supervisory Border Patrol Agent GS-1896-13	U.S. Border Patrol, Nogales, AZ
06/2006-12/2008, Border Patrol Agent, GS-1896-12	U.S. Border Patrol, Nogales, AZ
06/2002-06/2006, Federal Air Marshal SV-1801- I	U.S. Air Marshal Service, Las Vegas, NV
01/2000-06/2002, Border Patrol Agent, GS-1896-09	U.S. Border Patrol, Calexico, CA

01/1990-09/1999 U.S. Navy (Military Police)

U.S. Navy, Various U.S. and Overseas

HONORS AND AWARDS

Outstanding Performance Awards:

2000-2021

Performance Based Cash Awards:

2006-2021

Supervisor of the Month:

Multiple awards

U.S. Border Patrol Meritorious Achievement Award

EDUCATION AND TRAINING

U.S. Naval leadership development School

06/1994

U.S. Naval advanced leadership for Non-Commissioned Officers

01/1996

Associate Degree/Administration of Justice

03/1998

Manager and Supervisor Conference, University of Arizona

03/2006

Managing Multiple Priorities

06/2007

Dealing Effectively with Unacceptable Employee Behavior

02/2008

Supervisory Leadership Training, Harpers Ferry, WV

11/2009

Creative Problem Solving

02/2011

CBP Leadership Institute 2018 - Certified

06/2018

Earned Bachelor's Degree /Organizational Leadership (South Texas College)

07/2021

LANGUAGES

English- Advanced

Spanish-Advanced

REFERENCES

Manuel Padilla Jr., Executive Assistant Commissioner USCBP

John R. Morris, director LCS Harpers Ferry

Scott Good, Chief Patrol Agent, Grand Forks Sector



MEMORANDUM
Office of the Governor – Disaster Recovery Division

DATE: 1/24/2023
TO: Suzanne Johnson, Director of Administration
FROM: Hilary Aguirre, Director of Human Resources
SUBJECT: Selection of Michael Banks

The Special Advisor for Border Matters serves at the pleasure of the Governor and will be in a position of trust and confidence with the office and the officeholder. Given this unique relationship this position is not one that needs to be posted.

Michael Banks was screened for the Special Advisor for Border Matters (Deputy Director I) position based upon the following criteria:

- Graduation from an accredited four-year college or university with a degree in business or public administration, government, political science, or a related field; and
- Five (5) years of demonstrated and progressively responsible policy administration and management experience, three (3) years of which must have been in a senior management or executive-level position.

Michael Banks is the best fit for the position based upon the criteria below:

- Demonstrated knowledge and experience working on matters concerning the Texas border.
- Demonstrated knowledge of state and federal laws, rules, regulations related to program area.
- Skill in negotiation.
- Demonstrated ability to think and communicate creatively and strategically as part of an executive team and within broad coalitions.
- Demonstrated ability to plan, organize, and direct program activities, specifically as it pertains to the Texas border.

Mr. Banks has a bachelor's degree in Organizational Leadership from South Texas College in McAllen, Texas. He has over 18 years of experience in border security operations and administration along the U.S. Border. He recently served as the Patrol Agent in Charge with U.S. Customs and Border Protection (CBP), where he was responsible for the day-to-day operations and administrative functions of the Weslaco border patrol station. Prior to this position, he served as the Acting Senior Executive of the Law Enforcement Operations Programs at CBP headquarters in Washington, D.C. Mr. Banks has also served as CBP's Acting Division Chief in the Rio Grande Valley sector, which is the second largest sector in the U.S. Border Patrol. In this role, he oversaw and directed operations to prevent terrorism, secure the border, and enforce immigration laws. Michael's extensive knowledge and experience in matters concerning the Texas border are directly applicable to the duties of this position.

Based on the above, I recommend that Michael Banks be hired as the Special Advisor for Border Matters (Deputy Director I) at a salary of \$16,666.67 per month.



**OFFICE OF THE GOVERNOR
Job Description**

WORKING TITLE: Special Advisor for Border Matters	FLSA: Exec-Exempt	EEO: A
CLASSIFICATION: Deputy Director I	CLASS NO.: 1630	
DIVISION: Border Security	LOCATION: Austin	
PAY RANGE:	PAY GROUP: B33	
	TRAVEL: Up to 25%	

General Description:

The Special Advisor for Border Matters serves at the pleasure of the Texas Governor, and reports to the Chief of Staff. Performs highly advanced (senior-level) policy administration work by providing strategic leadership and oversight of border security, counterterrorism, immigration, and related Administration priorities regarding the Texas border. Advises the Governor and/or his Chief of Staff on local, state, federal and international issues that affect the State of Texas. Ensures proper dissemination of Governor’s statewide priorities, goals, and objectives related to the border. Serves as liaison between the Governor’s Office and other agencies on matters concerning the border and Operation Lone Star. Speaks to statewide issues with clarity, professional confidence, and subject matter expertise. The Special Advisor for Border Matters remains on call and available, including on short notice and in crises, for business matters relating to the Office of the Governor and/or the State of Texas. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

Essential Duties:

- Provides leadership and senior management direction to all assigned programs and state agencies.
- Plans, develops, and implements outreach activities on behalf of the Governor and/or Chief of Staff for business and community organizations, stakeholders, landowners, local governments, and the general public; and provides consultative services and technical assistance to OOG staff and governmental agencies.
- Regularly advises and briefs the Chief of Staff, state agency executives, and/or the Governor on assigned issues.
- Works closely with agency staff for message coordination.
- Works with the Texas Military Department, the Texas Department of Public Safety, the Texas Division of Emergency Management, the Texas Parks and Wildlife Department, and other state agencies on border security efforts.
- Communicates effectively with the Texas Facility Commission, the Texas Department of Transportation, and Texas Department of Emergency Management on Border Wall construction and Border Barriers.
- Collects, analyzes, and/or prepares materials in response to requests for program information and reports.
- Oversees and implements programs and policies to encourage the cooperation of Texas citizens, institutions, and governmental agencies on behalf of the OOG.
- Drafts briefing documents, background information, and administrative paperwork for OOG staff, as requested.
- Remains well informed of OOG initiatives, operations, new releases, web content, programs, statewide trends, and OOG policies and procedures.
- Demonstrates subject matter expertise, professional confidence, and clarity when representing the agency.
- Monitors agency and special project implementation.
- Assists in representing the agency before the Legislature and the Legislative Budget Board and serves as an information source on agency responsibilities, fiscal and operational data, and plans and programs.
- Speaks to a variety of audiences, including governmental agencies, business, community and non-profit organizations, stakeholders, media, and the general public.
- As needed, represents the Governor at public appearances.
- May provide testimony to the Texas Legislature, when requested.
- Frequently travel to the border to review operations and communicate on behalf of the Office.
- Maintains regular attendance and may work extended hours as needed.
- Performs all other related duties as assigned.



OFFICE OF THE GOVERNOR
Job Description

Minimum Qualifications

- Graduation from an accredited four-year college or university with a degree in business or public administration, government, political science, or a related field; and
- Five (5) years of demonstrated and progressively responsible policy administration and management experience, three (3) years of which must have been in a senior management or executive-level position.

Note: Experience and education may be substituted for one another on a year-for-year basis.

Knowledge, Skills, and Abilities Requirements

- Extensive knowledge of program area.
- Thorough knowledge of state and federal laws, rules, regulations related to program area.
- Working knowledge of the legislative process, which includes analysis and interpretation of legislation.
- Knowledge of the principles and practices of public administration and management.
- Skill in presentations.
- Skill in negotiation.
- Skill in decision-making at an executive level, including assessing risk and using good judgment to inform decisions and recommendations to leadership.
- Skill in long-range and short-range planning.
- Ability to plan, organize, and direct program activities.
- Ability to develop and implement agency policies and operating procedures.
- Ability to identify problems, evaluate alternatives, and implement effective solutions.
- Ability to communicate effectively to convey complex ideas and concepts.
- Ability to maintain effective working relationships within and outside the agency.

Registration, Certification or Licensure

Valid Texas Driver's License.

Physical Requirements and/or Working Conditions:

This classification functions in a standard office environment. Ability to move up to 20 lbs. Ability to drive and travel as needed. Will need to move about the office to access file cabinets, office machinery, set up conference rooms for meetings, etc. Must be able to communicate and exchange accurate information via phone, computer and in person. Must be able to observe and evaluate data in a variety of formats, including hard copy, electronic and media formats. Must be able to work hours during a legislative session that include holidays and as needed.



GOVERNOR GREG ABBOTT

January 24, 2023

Michael Banks

via email.

Dear Mr. Banks,

On behalf of the Office of the Governor, I am pleased to offer you employment as a Special Advisor for Border Matters, which serves at the pleasure of the Texas Governor. The employment is contingent upon satisfactory clearance of a background check and references, and it is an at-will employment in an exempt status position. We trust that your knowledge, skills, and experience will be among our most valuable assets and that the employment relationship is mutually productive. As a Special Advisor for Border Matters (Deputy Director I), you will be working in the State Capitol Building at 1100 Congress Avenue and will report to the Chief of Staff.

Your current tentative start date is scheduled for January 25, 2023. Upon acceptance of this offer, pursuant to our agency policy, you will be eligible to receive the following after your start date, subject to any eligibility wait times:

- **Salary:** Monthly gross starting salary of \$16,666.67 annualized to \$200,000.04. All compensation will be subject to reduction of applicable withholding and payroll taxes as required by law.
- **Benefits:** Eligible for standard state provided benefits employees. Please note that these benefits can be subject to change during your tenure of employment. Current benefits for participation include the following:
 - Employer-sponsored group health coverage. Employer pays 100% of medical premium for employee and 50% for dependent(s). There is a minimum 60-day wait period for activation of health benefits if you are new to state service.
 - Dental plan options
 - Life, long-term and short-term disability insurance options
 - Sick leave on an accrual basis
 - Vacation leave on an accrual basis*
 - Paid holidays according to the agency schedule
 - 401(k), 457, Roth 401(k), Roth 457 account participation
 - Mandatory ERS pension plan
 - FSA healthcare and dependent care account options



OFFICE OF THE GOVERNOR

VETERAN VERIFICATION

Veteran status verification for:

Employee Name	Michael Banks
Division	Disaster Recovery

A veteran is defined as an individual who has served in (and has been honorably discharged from) the following branches of service:

- The U.S. Army, Navy, Air Force, Marine Corps, or Coast Guard; or the U.S. Public Health Service under Title 42, United States Code, Section 201.
- The Texas Military Forces as defined by Texas Government Code, Section 437.001.
- An auxiliary service of one of the branches of the U.S. Armed Forces.

Qualifies as:

- A veteran, including a veteran with a disability
- A veteran's surviving spouse who has not remarried
- An orphan of a veteran if the veteran was killed while on active duty

Document(s) Provided:

- DD 214 (or DD 215)
- Army enlisted records or officer records brief
- Air Force military personal flight record
- Navy and Marine Corps electronic service records
- State of service letter (includes service dates and character of service)
- National Guard Bureau – Form 22
- Military orders detailing member's termination of service
- US Department of Veteran Affairs Service Verification Letter
- Texas DPS issued licenses with "veteran" annotated
- Retired military identification card

Determination:

- Veteran with preference
- Not a veteran

Hilary Aguirre

Digitally signed by Hilary Aguirre
Date: 2023.01.25 08:41:55 -06'00'

1/25/23

Human Resources Reviewer

Date



PERSONAL DATA CHANGE TYPE:

- New Employee
- Name
- Address
- Phone
- Marital Status
- Other: _____

PERSONAL INFORMATION

Name: Michael
(First Name) Wesley
~~Michael~~ (Middle Name) Banks
(Last Name)

Familiar Name (name you wish to be known by): _____

- Gender: Female Male Unknown
- Marital Status: Single Married Separated Divorced Head of Household Widowed

Date of Birth: _____

Social Security Number: _____ Division: _____

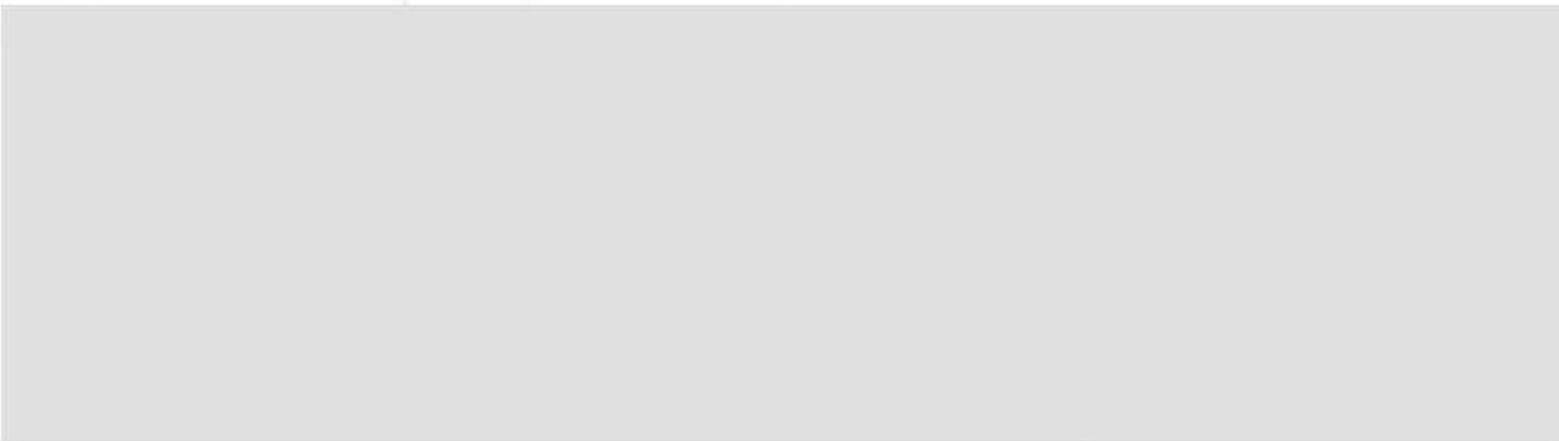
Mailing Address: _____

City: _____ County: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: Same as Home

Email Address: _____

EMERGENCY CONTACT



Employee Signature: _____ Date: 01/25/2023



OFFICE OF THE GOVERNOR

HUMAN RESOURCES DISCLOSURE FORM

EMPLOYEE NAME: Michael Banks
(please print)

Pursuant to the Texas Public Information Act, Texas Government Code, Section 552.024, a state employee may keep certain information confidential. Please indicate which information you want to allow the Office of the Governor to release to the public per the open records statute.

PERMISSION TO RELEASE:

Yes No Home Address/Phone Number

Yes No Social Security Number

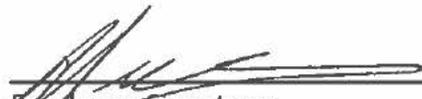
Yes No Family Information

Yes No Emergency Contact Information

Pursuant to the Texas Public Information Act, Texas Government Code, Section 552.132, a state employee may elect to release or prevent public access to information held by the Office of the Governor that would identify or tend to identify the employee as a crime victim, including a photograph or other visual representation.

PERMISSION TO RELEASE:

Yes No


Employee Signature

01/25/2023
Effective Date

Confidential Treatment of Information Acknowledgement (CTIA)

I have read and understand the Comptroller's Summary Public Information Disclosure Manual, a copy of which has been made available to me. I understand that confidential information made available to me by the Comptroller's office may include the Comptroller's own information and information held by the Comptroller's office from other entities. I understand that confidential information is to be held in strictest confidence, and I will act in accordance with applicable federal and state laws, regulations, and Comptroller policy with regard to the safekeeping and disclosure of confidential information. I understand that I am not to use such information to the detriment of the Comptroller's office or the State of Texas.

I understand that it is my responsibility to consult with the Comptroller's office and obtain approval to disclose confidential information made available to me, and to ensure that any and all disclosures I make are made to people or entities authorized to receive such information.

I understand that I shall either return to the Comptroller's office or destroy any confidential information in my possession according to Comptroller guidelines when I no longer require such information for authorized purposes.

I understand that computer system password(s) I receive or devise to access computer systems, which may be made available to me for my use by the Comptroller's office, are confidential. I will not disclose to any unauthorized person any password(s) which I am given or devise, and I will not write such password(s) or post them where they may be viewed by unauthorized people. I understand that I am responsible for any computer transactions performed as a result of access authorized by use of my password(s). I understand that use of a password not issued specifically to me, or to a group of which I am a member, is expressly prohibited.

I understand that criminal and/or civil penalties and/or civil damages may apply if I obtain unauthorized access to, or make an unauthorized disclosure or inspection of, certain types of confidential information (e.g., IRS Federal Taxpayer Information, Protected Health Information, Sensitive Personal Information). Such penalties and/or damages may include, but are not limited to, the following:

- a misdemeanor, punishable by up to 1 year in jail and/or up to a \$4,000 fine (Texas Labor Code §301.085);
- a misdemeanor, punishable by up to 1 year in jail and/or up to a \$1,000 fine (Texas Tax Code §171.361);
- a misdemeanor, punishable by up to 180 days in jail and/or up to a \$2,000 fine (Texas Tax Code §22.27(c));
- a felony, punishable by up to 5 years in prison and/or a fine of up to \$5,000 (26 USC. §7213);
- a misdemeanor, punishable by up to 1 year in jail and/or up to a \$1,000 fine (26 USC §7213A);
- civil damages equal to sum of the greater of \$1,000 for each unauthorized inspection/disclosure or sum of actual damages sustained plus punitive damages for gross negligence, and the cost of action (26 USC §7431); and
- civil and criminal penalties related to criminal justice information (28 CFR §20.25).

I understand that an attempt to circumvent any computer security system or other security control by any means is a violation of Comptroller policy. I also understand that failure to observe these restrictions may constitute a "Breach of Computer Security" as defined in Texas Penal Code, Section 33.02(b), and that such an offense constitutes a Class B misdemeanor, a state jail felony, or a felony of the first, second or third degree.

I understand that any copyrighted material including, but not limited to, commercial computer software, which may be made available to me for my use by the Comptroller's office, is protected by copyright laws and is not to be copied for any reason without permission from the copyright owner. I understand that the violation of copyright laws, including computer software, may result in fines and/or imprisonment.

By my signature hereon, I acknowledge my understanding of the contents of this form and the continued applicability of these provisions after my access to confidential information and computer systems has been terminated.

Printed name of person requesting access <i>Michael Banks</i>		Name of employer <i>OGE</i>	
Signature of person requesting access <i>[Signature]</i>		Date <i>01/25/2023</i>	
Work phone (Area code and number)	Work email address		

For general questions regarding this form, contact the Comptroller's Information Security Office by calling 512-936-5671.

Under Ch. 559, Government Code, you are entitled to review, request and correct information we have on file about you, with limited exceptions in accordance with Ch. 552, Government Code. To request information for review or to request error correction, contact us at 1-800-531-5441, ext. 6-6057.

Workers Compensation Network Acknowledgement

I have received information that tells me how to get health care under workers' compensation insurance.

If I am hurt on the job and live in the service area described in this information, I understand that:

1. I must choose a treating doctor from the list of doctors in the network.
2. I may ask my HMO primary care physician to agree to serve as my treating doctor.
3. I must go to my treating doctor for all health care for my injury. If I need a specialist, my treating doctor will refer me. If I need emergency care, I may go anywhere.
4. The insurance carrier will pay the treating doctor and other network providers.
5. I might have to pay the bill if I get health care from someone other than a network doctor without network approval.



Signature

01/25/2023

Date

Michael Banks

Printed name

Street address

City

State

Zip code

County

OGE

Name of employer

CAREWORKS HCN

Name of network



OFFICE OF THE GOVERNOR

WORKERS' COMPENSATION INFORMATION

Employee Name: Michael Beales

Date of Hire: 01/25/2023

WORKERS' COMPENSATION INFORMATION

Reference Rule 110.101

(a) In addition to the posted notice required by subsection (e) of this section, covered and non-covered employers shall notify their employees of coverage status, in writing. This additional notice:

- (1) shall be provided at the time an employee is hired, meaning when the employee is required by federal law to complete both a W-4 form and an I-9 form or when a break in service has occurred and the employee is required by federal law to complete a W-4 form on the first day the employee reports back to duty;
- (2) shall be provided at the time the employer notifies the insurance carrier that the employer is dropping coverage if there will be a period during which the employees will not be covered;
- (3) shall be provided at the time an employer obtains coverage, as necessary to allow the employee to elect to retain common law rights;
- (4) shall include the text required in the posted notice (see rule 110.101 (e)(1), (e)(2), (e)(3) for appropriate language); and
- (5) if the employer is covered by workers' compensation insurance, or becomes covered, whether by commercial insurance or by becoming a certified self-insurer, shall include the following statement:

NOTICE TO NEW EMPLOYEES:

"You may elect to retain your common law right of action if, no later than five days after you begin employment or within five days after receiving written notice from the employer that the employer has obtained coverage, you notify your employer in writing that you wish to retain your common law right to recover damages for personal injury. If you elect to retain your common law right of action, you cannot obtain workers' compensation income or medical benefits if you are injured."



OFFICE OF THE GOVERNOR

Effective October 1, 2013, Section 18B of the Fair Labor Standards Act, as added by section 1512 of the Affordable Care Act, otherwise known as Obamacare, requires employers to inform employees with written notice regarding the federally-mandated and operated Health Insurance Marketplace.

- Health Insurance Marketplaces are competitive marketplaces where people and small businesses can shop for and buy private health insurance. The Marketplace is a federal government program that will offer “one-stop shopping” to find and compare private health insurance options. For information on the Marketplace, see www.healthcare.gov.
- You may be eligible for a premium tax credit or other assistance toward insurance obtained through the Marketplace, depending on your household income. More information on the premium tax credit and other cost sharing provisions is available at www.healthcare.gov.
- If an Employee enrolls in insurance through the Marketplace, then the employee may lose the employer contribution (if any) to any health benefits plan offered by the employer, and all or a portion of such contribution may be excludable from income for federal income tax purposes.

If you have any questions or concerns about the Texas Employees Group Benefits Program offered through the Employees Retirement System of Texas (ERS), please contact your agency benefits coordinator or visit ERS at www.ers.state.tx.us. Questions about the Marketplace and how the Affordable Care Act impacts you as an individual should be addressed to www.healthcare.gov.



OFFICE OF THE GOVERNOR

ACA NOTIFICATION ACKNOWLEDGMENT

I certify with my signature that I have received written notice regarding the Health Insurance Marketplace as required by the Affordable Care Act, otherwise known as Obamacare.

Employee's Name (Print or type): Michael Banks

Employee's Signature: 

Date Signed: 01/25/2023

The signed original must be returned to the Human Resources for inclusion in the employee's personnel file.



OFFICE OF THE GOVERNOR

WELLNESS PROGRAM RELEASE FORM

Liability Waiver for Employees Participating in OOG Wellness Program

I seek to voluntarily participate in any agency sponsored employee wellness program event, activity, or service that involves physical activity and/or use the facilities and equipment provided by the State of Texas, through this agency, for the purpose of personal physical activity. As a condition to participating in the Wellness Program, I understand and agree to the following:

(Initial next to each statement)

MS I understand that participation in the Wellness Program and/or access to and use of facilities and equipment is not a condition of employment and is not related to my employment. My participation in the programs and/or use of facilities and equipment is strictly voluntary. I understand and acknowledge that **Workers Compensation benefits are not extended to me in my capacity as a Wellness Program participant.**

MS I recognize and acknowledge that there are risks of physical injury and I agree to assume the full risk of any injuries, damages, or loss which I may sustain as a result of participating in any and all activities arising out of, connected with, or in any way associated with wellness activities. I hereby certify that I know of no reason why I may not participate in wellness activities. I specifically agree to withdraw from a program activity or service if I become aware, by any means, that my participation is not safe or is otherwise medically contraindicated.

MS In the event of any emergency, I authorize OOG to secure from any licensed hospital, physician and/or medical personnel any treatment deemed necessary for my immediate care and agree that I will be responsible for payment of any and all medical services rendered.

MS I understand I am to inform my supervisor beforehand of any changes in schedule in connection with my participation in the Wellness Program. Business needs take priority and I understand that supervisors may suspend participation in this Program to address business operations.

MS I understand that I am to note the type of physical activity completed on my timesheet under the comments section when entering wellness time.

MS I agree to notify the agency Risk Manager or Human Resources staff if I detect any hazards or defects in any of the facilities or equipment to which I am allowed access for these activities. MS I agree to comply with policies, procedures and guidelines and any agency directions when participating in physical activity, or using facilities and/or equipment made available for that purpose.

MS I hereby release and hold harmless the Office of the Governor and the State of Texas, and its employees, officers and agents and representatives, from all legal responsibility and liability for any injuries or death, and any loss, damage, or theft of personal property that I may suffer as a result of participating in health and wellness activities or services on OOG property or using facilities, equipment or services made available for that purpose. I, on behalf of myself, agree not to sue the Office of the Governor or their agents, employees and those whose facilities are being used for this program for any alleged liabilities, claims, or causes of action released hereunder. This release and waiver shall be binding on my agents, heirs, administrators, and assigns.

MS I understand that if I violate this agreement, I may be denied the opportunity to participate in the Wellness Program and its activities

MS I acknowledge this agreement, but I do not want to participate in the Wellness Program and its activities.

I affirm that I have carefully read the same and have obtained a satisfactory explanation of any part thereof that I do not understand.

Print Name: Michael Banks

Signature: _____

Date: 01/25/2023



OFFICE OF THE GOVERNOR

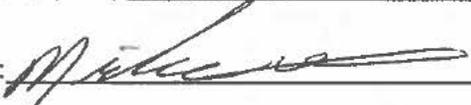
EMPLOYEE POLICY ACKNOWLEDGMENT

-
3. A copy of the "Notice of Prohibitions" regarding political activities as required by the Texas Government Code §556.009.
 4. A copy of the "Standards of Conduct and Conflict of Interest Provisions" as required by Texas Subchapter C of Texas Government Code §572.
 5. The Workers' Compensation Network Acknowledgement Form which I am to sign and return to Human Resources.
 6. A copy of the instructions to complete the computer-based training on EEO/Sexual Harassment and on Ethics, which I am to complete within five (5) days of my hire date.

OOG, as the employer, retains the sole right in its business judgement to modify, suspend, interpret, or cancel, in whole or in part, at any time, and with or without notice, any of the published or unpublished personnel policies or practices. I understand that it is my responsibility to check the intranet site or to ask Human Resources for any updates or changes. In general, OOG employees are notified of policy changes through normal agency communication channels.

I further agree to comply with all conditions and provisions contained in the policies, and understand that a violation of these policies may result in disciplinary action including termination of my at-will employment.

Employee's Name (please print): Michael Banks

Employee's Signature: 

Date Signed: 01/25/2023

The signed original must be returned to Human Resources for inclusion in the employee's personnel file.



OFFICE OF THE GOVERNOR

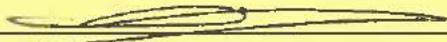
HUMAN TRAFFICKING VIDEO TRAINING ACKNOWLEDGEMENT FORM

Pursuant to the Governor's Human Trafficking Act Training Initiative I certify that I have viewed the Human Trafficking Training Video located on the Office of the Governor Intranet page.

<https://intranet.oog.governor.state.tx.us/site/resources/training>



Employee's Name (Print or type): Michael Banks

Employee's Signature: 

Date Signed: 01/25/2023

The signed original must be returned to the Human Resources Office for inclusion in the employee's personnel file.



OFFICE OF THE GOVERNOR

ETHICS/EEO-SEXUAL HARRASSMENT/PIA ACKNOWLEDGMENT FORM

By signing below, I acknowledge that I have attended the staff training for the following presentations:

MuB

ETHICS

MuB

EQUAL EMPLOYMENT OPPORTUNITY (EEO) and SEXUAL
HARRASSMENT

MuB

PUBLIC INFORMATION ACT

MuB

FRAUD

I understand that compliance with these standards, policies and procedures is a condition of my continued employment with the OOG.

PRINT NAME:

Michael Banker

SIGNATURE:

[Handwritten Signature]

DATE:

01/25/2023



STATE OF TEXAS
GOVERNOR'S OFFICE

PERSONNEL
PAYROLL ACTION
FORM May 2020

NAME (last, first, middle)		CAPPS Effective Date	Effective Date
BANKS, MICHAEL			01/25/2023
Direct Transfer		Transferred From (Agency Name)	Prior State Employment
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Hire Date	Date of Last Evaluation	Date of Last Merit Increase	Date of Last Promotion
01/25/2023	N/A	N/A	N/A
Company	DEPT	FTE	MSR Designation
300	1101	1	M

Action:
New Hire

PRESENT STATUS

Classification Title				Class Number	Division
Position No.	DEPT	Employee Type	Group	Monthly Salary	Annual Salary

NEW STATUS

Classification Title				Class Number	Division
DEPUTY DIRECTOR I				1630	BS
Position No.	DEPT	Employee Type	Group	Monthly Salary	Annual Salary
00065107	1101	2	B33	\$16,666.67	\$200,000.04

LEAVE STATUS (Justification needed)

With Pay	Without Pay	Beginning Date of Leave	Ending Date of Leave
Leave Type			

TERMINATION

Last Physical Date at Work	Last Day on Payroll	Transfer to Other Agency	Transferred To (Agency Name)
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Justification for Action: (Comments)	EEO Category	Exec	FLSA Eligibility Code
	A	E	

APPROVAL

Division Director:	Date:
Director of Human Resources: <i>Hilary Aguirre</i>	Date: 1/24/2023
Director of Financial Services: <i>Justin...</i>	Date: 1/24/2023
Deputy Chief of Staff: <i>Jordan Hale</i>	Date: 1/24/23

DISTRIBUTION
Employee file-- Budget/Financial Services--Payroll-- Division Director

From: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>
Sent: Tuesday, January 24, 2023, 4:08 PM
To: Hilary Aguirre <Hilary.Aguirre@gov.texas.gov>
Subject: RE: BanksM PAF
Attachments: PAF Michael Banks.pdf

Hi,

Please see the signed PAF attached. Thank you!

Amy Bannatyne | Executive Assistant
Office of Texas Governor Greg Abbott
1100 Congress Avenue, 2S.1, Austin, TX 78701
512-463-8576 | Amy.Bannatyne@gov.texas.gov

From: Hilary Aguirre <Hilary.Aguirre@gov.texas.gov>
Sent: Tuesday, January 24, 2023 3:53 PM
To: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>
Subject: FW: BanksM PAF

Hi Amy,

I realized I should have included you as well.

Thank you,
Hilary

Hilary Aguirre, SHRM-CP
Director of Human Resources
Office of Governor Greg Abbott
Hilary.Aguirre@gov.texas.gov
512-463-2570



From: Hilary Aguirre
Sent: Tuesday, January 24, 2023 3:26 PM
To: Jordan Hale <Jordan.Hale@gov.texas.gov>
Cc: Suzanne Johnson <Suzanne.Johnson@gov.texas.gov>
Subject: BanksM PAF

Good afternoon Jordan,

Please see the PAF for Michael Banks. Background checks are verified and clear.

Thank you,
Hilary

Hilary Aguirre, SHRM-CP
Director of Human Resources
Office of Governor Greg Abbott
Hilary.Aguirre@gov.texas.gov
512-463-2570





STATE OF TEXAS
GOVERNOR'S OFFICE

PERSONNEL
PAYROLL ACTION
FORM May 2020

NAME (last, first, middle)		CAPPS Effective Date	Effective Date
BANKS, MICHAEL			01/ /2023
Direct Transfer		Transferred From (Agency Name)	Prior State Employment
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Hire Date	Date of Last Evaluation	Date of Last Merit Increase	Date of Last Promotion
01/ /2023	N/A	N/A	N/A
Company	DEPT	FTE	MSR Designation
300		1	

Action:
New Hire

PRESENT STATUS

Classification Title				Class Number	Division
Position No.	DEPT	Employee Type	Group	Monthly Salary	Annual Salary

NEW STATUS

Classification Title				Class Number	Division
DEPUTY DIRECTOR I				1630	PSO
Position No.	DEPT	Employee Type	Group	Monthly Salary	Annual Salary
		2	B33	\$16,666.67	\$200,000.04

LEAVE STATUS (Justification needed)

With Pay	Without Pay	Beginning Date of Leave	Ending Date of Leave
Leave Type			

TERMINATION

Last Physical Date at Work	Last Day on Payroll	Transfer to Other Agency	Transferred To (Agency Name)
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Justification for Action: (Comments)	EEO Category	Exec	FLSA Eligibility Code
	A	E	

APPROVAL

Division Director:	Date:
Director of Human Resources: <i>Hilary Aguirre</i>	Date: 1/24/2023
Director of Financial Services: <i>Christina</i>	Date: 1/24/2023
Deputy Chief of Staff: <i>Jordan Hale</i>	Date: 1/24/23

DISTRIBUTION

Employee file-- Budget/Financial Services--Payroll-- Division Director

From: Michael Banks [REDACTED]
Sent: Tuesday, January 24, 2023, 8:52 PM
To: Hilary Aguirre <Hilary.Aguirre@gov.texas.gov>
Subject: Re: Job Offer

[EXTERNAL SENDER] - Do not click on links or open attachments in unexpected messages.

Pw for DD214: [REDACTED]

On Tue, Jan 24, 2023 at 8:51 PM Michael Banks [REDACTED] wrote:
I am also adding my DD214 here.

Thank you

On Tue, Jan 24, 2023 at 8:48 PM Michael Banks [REDACTED] wrote:
Hilary,

Thank you, i have attached the signed document.

Thank you

On Tue, Jan 24, 2023 at 5:52 PM Hilary Aguirre <Hilary.Aguirre@gov.texas.gov> wrote:

Hi Michael,

There is a slight change to the offer letter as you will receive an office in the Capitol building and not at the State Insurance Building. Please see your updated offer letter attached.

Thank you,

Hilary

Hilary Aguirre, SHRM-CP

Director of Human Resources

Office of Governor Greg Abbott

Hilary.Aguirre@gov.texas.gov

512-463-2570



From: Hilary Aguirre
Sent: Tuesday, January 24, 2023 5:22 PM
To: [REDACTED]
Subject: Job Offer

Congratulations Michael!

You have been selected for the Special Advisor for Border Matters position. Please review, sign, and return the attached written confirmation of the job offer.

Please report to Human Resources in the State Insurance Building at [1100 San Jacinto](#) on January 25, 2023. You may park in the Capitol Visitor's Garage at [1201 San Jacinto](#). Orientation will be held on February 1st, 2023.

To assist with processing, please ensure you bring:

- I-9 Documents (proof of eligibility to work in US)
- Vehicle information, Year, Make/Model, and License Plate number
- Bank account information (to include routing number) for ease of processing
- DD214 (if applicable)

Please let me know if you have any questions, and we look forward to welcoming you aboard on **January 25, 2023**.

Regards,

Hilary

Hilary Aguirre, SHRM-CP

Director of Human Resources

Office of Governor Greg Abbott

Hilary.Aguirre@gov.texas.gov

512-463-2570



| --

Thank You
Michael Banks

| --

Thank You
Michael Banks

--

Thank You
Michael Banks

From: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>

Sent: Thursday, January 26, 2023, 9:58 AM

To: Jordan Hale <Jordan.Hale@gov.texas.gov>; Suzanne Johnson <Suzanne.Johnson@gov.texas.gov>

Subject: Business Cards for Michael Banks

Hi,

Mr. Banks asked me about business cards once he has his cell and office phone set up. Does this come from EXEC? Thank you!

Amy Bannatyne | Executive Assistant
Office of Texas Governor Greg Abbott
1100 Congress Avenue, 2S.1, Austin, TX 78701
512-463-8576 | Amy.Bannatyne@gov.texas.gov

From: Hilary Aguirre <Hilary.Aguirre@gov.texas.gov>
Sent: Friday, January 27, 2023, 1:28 PM
To: Michael Banks <michael.banks@gov.texas.gov>
Cc: Ann Timmins <Ann.Timmins@gov.texas.gov>
Subject: RE: Grateful

You're welcome Michael! I hope you are settling in okay and that you enjoyed your first few days here at the OOG.

From: Michael Banks <michael.banks@gov.texas.gov>
Sent: Friday, January 27, 2023 1:22 PM
To: Ann Timmins <Ann.Timmins@gov.texas.gov>
Cc: Hilary Aguirre <Hilary.Aguirre@gov.texas.gov>
Subject: Grateful

Ann,

I am so grateful for all your help this week, you were amazing and really made the process great. I will see you at next weeks NEO.

Hilary,

I would remiss if I did not thank you as well for how fast and efficient you were through this process. Kudos to you and your team.

Thank You

MB

From: Michael Banks <michael.banks@gov.texas.gov>
Sent: Saturday, January 28, 2023, 12:29 PM
To: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>
Subject: RE: Calendar

This is great, thank you!

From: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>
Sent: Friday, January 27, 2023 1:22 PM
To: Michael Banks <michael.banks@gov.texas.gov>
Subject: Calendar

Hi Michael,

Attached is a printable calendar. If you just write the number of hours you work each day, I'll scan it over to HR. Thank you!

Amy Bannatyne | Executive Assistant
Office of Texas Governor Greg Abbott
1100 Congress Avenue, 2S.1, Austin, TX 78701
512-463-8576 | Amy.Bannatyne@gov.texas.gov

From: Michael Banks <michael.banks@gov.texas.gov>
Sent: Monday, February 6, 2023, 10:10 AM
To: Jeffrey Duhon <Jeffrey.Duhon@gov.texas.gov>; Jodie Johnston <Jodie.Johnston@gov.texas.gov>
Cc: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>
Subject: RE: Business Card Proof: TX CPA-PF2955-BC Banks

Thank you. I appreciate it.

From: Jeffrey Duhon <Jeffrey.Duhon@gov.texas.gov>
Sent: Monday, February 6, 2023 8:08 AM
To: Michael Banks <michael.banks@gov.texas.gov>; Jodie Johnston <Jodie.Johnston@gov.texas.gov>
Cc: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>
Subject: RE: Business Card Proof: TX CPA-PF2955-BC Banks

Roger Sir. We will get these into production ASAP and expedite for you.

Please advise if we can be of further assistance.

Jeff

From: Michael Banks <michael.banks@gov.texas.gov>
Sent: Friday, February 3, 2023 6:56 PM
To: Jodie Johnston <Jodie.Johnston@gov.texas.gov>
Cc: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>; Jeffrey Duhon <Jeffrey.Duhon@gov.texas.gov>
Subject: RE: Business Card Proof: TX CPA-PF2955-BC Banks

Everything looks good. Thank you.

From: Jodie Johnston <Jodie.Johnston@gov.texas.gov>
Sent: Friday, February 3, 2023 3:09 PM
To: Michael Banks <michael.banks@gov.texas.gov>
Cc: Amy Bannatyne <Amy.Bannatyne@gov.texas.gov>; Jeffrey Duhon <Jeffrey.Duhon@gov.texas.gov>
Subject: Business Card Proof: TX CPA-PF2955-BC Banks

Michael,

Can you review the attached proof for your business cards and let me know if they are correct? If not, let me know what needs to be changed and I'll pass the information on to the print shop.

Thank you,

Jodie Johnston, CTCD
Financial Services Division | Purchaser
Office of Governor Greg Abbott
jodie.johnston@gov.texas.gov
512-936-6745

From: proofs <proofs@marfield.com>
Sent: Friday, February 3, 2023 2:09 PM
To: Jodie Johnston <Jodie.Johnston@gov.texas.gov>
Subject: TX CPA-PF2955-BC Banks

[EXTERNAL SENDER] - Do not click on links or open attachments in unexpected messages.

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ELECTRONIC PROOF FROM MARFIELD, INC.

>>>Double click the attached file to view your proof. Acrobat Reader is a free download from Adobe.com and can be used to view this proof<<<

NOTE: A pdf proof may require you to adjust your view settings to see item(s) in proper proportion.

REMEMBER TO PRINT OUT AND PROOFREAD YOUR ORDER THOROUGHLY FOR LAYOUT AND CONTENT.

**IMPORTANT: No further work is performed on any job without a reply to this email.
Please use one of the following statements when you reply to this email:**

Proof Approved – OK to Print
Proof Approved With Changes – Ok To Print
Please Make Corrections As Follows – Additional Proof Required. (Additional \$10.00 charge)

REMINDER: Contact your Customer Service Representative at 1-877-245-9122 for assistance.

Thank you,

Marfield, Inc.
Tel: 877-245-9122
email: proofs@marfield.com

Got a moment? Review us on Google!
Go to <http://bit.ly/MarfieldReview> and let us know how we are doing.

From: Anna Marie Thompson <AnnaMarie.Thompson@gov.texas.gov>

Sent: Monday, January 30, 2023 5:20 PM

To: Sydney Scott <Sydney.Scott@gov.texas.gov>; Shayne Woodard <shayne.woodard@gov.texas.gov>

Cc: Michelle Watts <Michelle.Watts@gov.texas.gov>; Maya Saucedo <maya.saucedo@gov.texas.gov>;

Wes Hambrick <Wes.Hambrick@gov.texas.gov>; Steve Munisteri <Steve.Munisteri@gov.texas.gov>;

Renaee Eze <Renaee.Eze@gov.texas.gov>; Kimberly Carmichael <Kimberly.Carmichael@gov.texas.gov>;

Sheridan Nolen <Sheridan.Nolen@gov.texas.gov>; Eduardo Leal <eduardo.leal@gov.texas.gov>;

Caroline Hakes <caroline.hakes@gov.texas.gov>

Subject: Txleger update for 01/30/2023

Items that may be of interest to share with your constituents:

BORDER CRISIS Update: [News release](#): **Governor Abbott Announces New Texas Border Czar:**

Governor Abbott today announced the new position of Texas Border Czar to oversee border security in President Joe Biden's absence at a press conference on a Texas border wall construction site in San Benito. Mike Banks has been hired as Special Advisor on Border Matters to the Governor and will serve as the State of Texas' first-ever Border Czar.

WATCH the replay >>> facebook.com/TexasGovernor Providing an update on Texas' historic efforts to secure the border in Biden's absence.

TOMORROW: Governor Abbott will receive a briefing and hold a press conference with state officials tomorrow, Tuesday, January 31, at the State Operations Center in Austin on the **state's response to severe winter weather conditions** impacting Texas this week

ALERT: From [@TxDOT](#): Winter weather including freezing rain could impact a large portion of the state over the next few days. Please stay weather aware, slow down and pay attention since travel can be dangerous. For current road conditions visit drivetexas.org

#Txlege: From [@GovAbbott](#): Texas stands at the threshold of an even brighter future. Our economy, industries, and people are thriving. **This session, we will bolster public safety, cut property taxes, empower parents, and strengthen our economy** to build the Texas of tomorrow. [Read the op ed.](#)

WATCH from [@GovAbbott](#): Expanding rural healthcare. Investing in STEM education. Building roads and moving Texans. **We're working every day to keep Texas the best place to live, work, and raise a family.** [See video in tweet.]

ICYMI: From [@GovAbbott](#): I joined Texans from across our state at the Texas Capitol today for the annual Rally for Life. **Proud of the transformational changes we have made to protect life in Texas.** Texas is a pro-life state & will continue to protect the unborn. [Read more.](#)

From [@TXWorkforce](#): Get certified in Project Management from our Online Learning partner @metrixlearning! **Free certification training is available for all Texans.** Funding is available to cover certification exam costs for eligible participants! [#SkillUp today](#)

From [@TexasVeterans](#): **Texas Veterans Resource & Career Fair in Houston, Feb. 9.** Hosted with @HouUrbanLeague. See flyer for details. To register, scan the QR code on flyer or click on the link in the tweet.

From [@tdlrlicense](#): **Thinking about buying a residential service contract (aka home warranty)?** Ask questions before you buy, including how much it costs, what it covers & who'll do any repairs & how quickly they'll be made. [Know the answers](#) before you have to file a claim.

From [@TXForestService](#): **On Wednesday, the 20th anniversary of the Columbia disaster,** seven trees planted in 2003 in memory of the shuttle crew members will be rededicated in Banita Creek Park in Nacogdoches.

Looking for COVID-19 information?

Vaccine Information and Locations: [COVIDVaccine.Texas.gov](https://www.covidvaccine.texas.gov)

Testing and Therapeutics Locations: [Meds.TDEM.Texas.gov](https://www.meds.tdem.texas.gov)

From: Governor Greg Abbott Press Office <GovernorAbbottPress@public.govdelivery.com>
Sent: Monday, January 30, 2023 5:01 PM
To: Steve Munisteri <Steve.Munisteri@gov.texas.gov>
Subject: Governor Abbott Announces New Texas Border Czar



GOVERNOR GREG ABBOTT

For Immediate Distribution | January 30, 2023 | (512) 463-1826

Governor Abbott Announces New Texas Border Czar

AUSTIN – Governor Greg Abbott today announced the new position of Texas Border Czar to oversee border security in President Joe Biden's absence at a press conference on a Texas border wall construction site in San Benito. Mike Banks has been hired as Special Advisor on Border Matters to the Governor and will serve as the State of Texas' first-ever Border Czar.

"For nearly two years, the State of Texas has taken unprecedented, historic action under Operation Lone Star in response to the Biden Administration's refusal to secure the border," said Governor Abbott. "To continue doing what no other state in the history of our country has done to secure the border, I hired Mike Banks as the State of Texas' first-ever Border Czar. As an award-winning Border Patrol Agent, with decades of federal law enforcement and border security experience, Mike is the perfect choice to oversee Texas' fight against the surge of illegal immigration, lethal drugs, and deadly weapons flowing into our state and nation. I have no doubt that Mike's strong record of leadership and wealth of experience will provide Texans—and Americans—the level of border security expertise they deserve from a proper Border Czar."

The Governor was joined for the announcement by Border Czar Banks, Texas Department of Public Safety (DPS) Director Steve McCraw, and Texas Military Department (TMD) Major General Thomas Suelzer.

"I am humbled to be selected by Governor Abbott for this opportunity," said Border Czar Banks.

"Protecting our nation's border is something I have dedicated the last 23 years of my life to, and I am very passionate about it. I look forward to strengthening our relationships with law enforcement partners and the community, leveraging all that we can to further protect our great state of Texas and the United States."

"No Governor has dedicated more time, energy, and effort in terms of public safety, homeland security, and border security than Governor Abbott," said Director Steve McCraw. "I welcome Mike Banks to the Texas team as we continue working to secure the border."

"I applaud Governor Abbott for selecting Mike Banks as Texas' Border Czar," said Major General Suelzer. "The Texas National Guard and I look forward to working with Mike in our mission to protect

Texans as we secure the border."

Border Czar Banks will report directly to Governor Abbott and ensure border security strategies are fully executed in Texas in the absence of meaningful federal action. He will collaborate daily with TMD, DPS, and other state agencies, local officials, and Texas landowners to carry out Operation Lone Star's mission of deterring and repelling migrants from illegally crossing into Texas from Mexico. Border Czar Banks will also advise the Governor on border security situations and strategies, including the planning of operations ahead of migrant surges, [like that of El Paso in December 2022](#). To best serve Texans and Americans, Border Czar Banks will be based out of Weslaco and travel along the border, and state, as necessary.

Mike Banks of Mission is a former U.S. Border Patrol (USBP) Weslaco Station Patrol Agent in Charge. Banks has over three decades of federal law enforcement leadership experience, with 23 years in border security operations and administration along the United States-Mexico border. He previously served as Acting Deputy Chief of Law Enforcement Operational Programs at the USBP headquarters in Washington, D.C., USBP McAllen Station Patrol Agent in Charge, USBP Rio Grande Valley Sector Executive Officer and Acting Division Chief, and other various USBP leadership positions in Texas, Arizona, and California. He is also a former member of the U.S. Navy Military Police. Banks holds an associate's degree in Administration of Justice from Southwestern College in Chula Vista, California, a bachelor's degree in Organizational Leadership from South Texas College, and other awards from the U.S. Navy and USBP.



(PHOTO: Office Of The Governor, 1/30/22)



(PHOTO: Office Of The Governor, 1/30/22)



(PHOTO: Office Of The Governor, 1/30/22)



(PHOTO: Office Of The Governor, 1/30/22)

Governor Abbott has taken [unprecedented action to secure the border](#) in the wake of the federal government's inaction, including:

- Securing \$4 billion in funding for Texas' border security efforts
- Launching Operation Lone Star and deploying thousands of Texas National Guard soldiers and Texas Department of Public Safety troopers
- Taking aggressive action to aid border communities, including busing thousands of migrants to Washington, D.C., New York City, Chicago, and Philadelphia
- Designating Mexican drug cartels as terrorist organizations to keep Texans safe amid the growing national fentanyl crisis
- Arresting and jailing criminals trespassing or committing other state crimes along the southern border
- Issuing an executive order authorizing the Texas National Guard and Texas Department of Public Safety to return illegal immigrants to the border at ports of entry
- Allocating resources to acquire 1,700 unused steel panels to build the border wall in Texas
- Signing a law to make it easier to prosecute smugglers bringing people into Texas
- Signing 15 laws cracking down on human trafficking in Texas
- Signing a law enhancing penalties for the manufacturing and distribution of fentanyl
- Issuing a disaster declaration for the border crisis
- Issuing an executive order preventing non-governmental entities from transporting illegal immigrants
- Signing memoranda of understanding between the State of Texas and the States of Chihuahua, Coahuila, Nuevo León, and Tamaulipas to enhance border security measures in their states that will prevent illegal immigration from Mexico to Texas
- Activating the Joint Border Security Operations Center (JBSOC) and directing the Texas

Department of Public Safety, Texas Military Department, and Texas Division of Emergency Management to coordinate Texas' response to secure the border
[Read more on additional actions taken by the Governor to secure the border.](#)

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Please DO NOT REPLY to this message. It comes from an un-monitored mailbox. If you have any questions regarding this announcement, please contact the Governor's Press Office at (512) 463-1826.

[GovDelivery](#), Inc. sending on behalf of the Office of the Governor · P.O. Box 12428 · Austin TX 78711-2428 · 800-843-5789

From: Michael Banks <michael.banks@gov.texas.gov>
Sent: Tuesday, January 31, 2023 12:27 PM
To: Ann Timmins <Ann.Timmins@gov.texas.gov>; Julie Frank <julie.frank@gov.texas.gov>; Brock Eiermann <Brock.Eiermann@gov.texas.gov>; Alexandra Becker <alexandra.becker@gov.texas.gov>;
[REDACTED] Rasheidah Reid [REDACTED]
Subject: RE: Virtual NEO

Okay, thank you!

From: Ann Timmins <Ann.Timmins@gov.texas.gov>
Sent: Tuesday, January 31, 2023 11:52 AM
To: Julie Frank <julie.frank@gov.texas.gov>; Brock Eiermann <Brock.Eiermann@gov.texas.gov>;
Alexandra Becker <alexandra.becker@gov.texas.gov>; Michael Banks <michael.banks@gov.texas.gov>;
[REDACTED]; Rasheidah Reid [REDACTED]
Subject: Virtual NEO

Good Morning All,

We are having a virtual NEO tomorrow. Please email me directly if you do not have Teams access for tomorrow. I will be providing further instruction later today.

Have a wonderful day and Stay Safe!!

Sincerely,

Ann Timmins

Human Resources
Office of the Governor
512-463-8315



How to appeal the withholding of information under Gov't Code section 552.024

If you wish to appeal the withholding of information discussed on the previous page, you must send the following to the attorney general:

- 1) a signed, written statement indicating your wish to appeal the withholding of information;
- 2) the name of the governmental body that withheld information from you;
- 3) the date you made your original request for information; and
- 4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division
P.O. Box 12548
Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.

How to appeal the withholding of information under Gov't Code section 552.130

If you wish to appeal the withholding of information discussed on the previous page, you must send the following to the attorney general:

- 1) a signed, written statement indicating your wish to appeal the withholding of information;
- 2) the name of the governmental body that withheld information from you;
- 3) the date you made your original request for information; and
- 4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division
P.O. Box 12548
Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.

How to appeal the withholding of information under Gov't Code section 552.1175

If you wish to appeal the withholding of information discussed on the previous pages, you must send the following to the attorney general:

- 1) a signed, written statement indicating your wish to appeal the withholding of information;
- 2) the name of the governmental body that withheld information from you;
- 3) the date you made your original request for information; and
- 4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division
P.O. Box 12548
Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.