

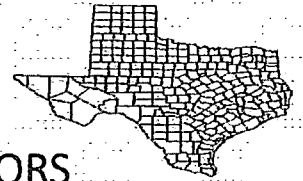
Community Services, Inc.

Toll Free / 800-831-9929 Office / 903-872-2401 Fax / 903-872-0254



P.O. Box 612 • Corsicana, Texas 75151-0612

Created to Serve



MEETING NOTICE

COMMUNITY SERVICES, INC. (CSI) BOARD OF DIRECTORS

Administrative Offices – (Doris Anderson Executive Board Room)

Address: 302 Hospital Drive, Corsicana, TX 75110 – Phone: (903) 875-3721

Tuesday, April 22, 2025

6:00 P.M.

Mission Statement: The mission of Community Services, Inc. is to provide support services that empower and enrich individuals, families, and communities directly and through mutual collaborations with community partners leading to self-sufficiency. (Note: Mission to be recited after quorum is established.)

REMINDERS: Dinner for Board Members is only served at 5:30 P.M.

- ✓ All attendees must sign attendance records at the entrance.
- ✓ Board members unable to attend the meeting are encouraged to contact the Board Chair, President/CEO, or designee as soon as feasible.
- ✓ Board members must submit mileage stipend reports to ensure timely reimbursement – please ensure all calculations are correct and sign your report.

Board Representation

Pam Corder President	Public Representative – Kaufman County
Christen A. Rudd Vice-President	Public Representative – Ellis County
Mary Snyder Secretary	Private Representative – Navarro County
Bernard Porter Treasurer	Client Representative – Navarro County
LaShonda M. Anderson	Client Representative – Anderson County
Jeffery Cardell Enoch, Sr.	Public Representative – Henderson County
Reanna Liversage-Gerky	Private Representative – Navarro County
LaQuintta Denish Simon	Client Representative – Kaufman County
Terisa Zuniga	Private Representative – Navarro County

2025-047
FILED FOR RECORD
AT 3:59 O'CLOCK PM

APR 16 2025

SHERRY DOWD, County Clerk
NAVARRO COUNTY, TEXAS
BY Richard Young DEPUTY

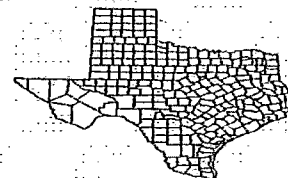
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Housekeeping: The President/CEO and Board of Directors request that all cell phones and other devices be turned off or set on vibrate. Members of the audience are asked to step outside the boardroom to respond to text messages or to conduct a phone conversation. Note: Staff should not be using cell phones or other electronic devices unrelated to meeting requirements during the meeting, and all devices should be off or on vibrate.

Agenda

1. Call to order, the establishment of a quorum.
2. ***Accept/Approve (Minutes) – Minutes of CSI Board of Director's Meetings.**
 - January 7, 2025 – Board Meeting Minutes
 - February 10, 2025 – Board Meeting Minutes
 - February 25, 2025 – Board Meeting Minutes
 - March 24, 2025 – Board Meeting Minutes
3. Introductions – Document Absent Member(s) (Excused and Unexcused).
4. Community Input – (Limit 3 minutes) – **Note: Comments are allowed for items on the current agenda.**
5. Vendor/Funder Updates: TBD
6. ***Accept/Approve agenda as submitted.**
7. ***Introduction and official seating – Dr. Diana Dunnington Vaughn – Address: 3943 U. S. Hwy. 175 E., Athens, Tx 75752 – Contact Information – Cell: 903-203-5222 – Email: dvaughn924@gmail.com as (Public Representative) – Henderson County Representative as the designee for County Judge Wade McKinney. Appointment Letter in Board Book.**
8. ***Accept/Approve executed Engagement Agreement with CohnReznick to complete A-133 Single Audit for the year ending 10/31/2024.**
9. ***Accept/Approve (Contractual) – Contract Amendment Number 2 associated with Community Services Block Grant – Contract Number 61250004346 regarding additional funds totaling \$411,683 for FY25.**
10. ***Accept/Approve Organizational Standard 6.5 Documentation – The governing Board receives an update(s) on meeting the goals of the Strategic Plan within the past 12 months. This 5-year plan was board-approved on June 28, 2022, for January 2023 through December 2028.**

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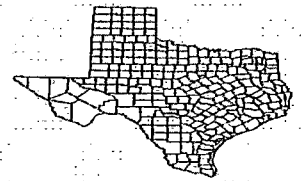
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11. **Review/Approve Organizational Standard 4.1 – The governing Board has reviews and approves the Mission Statement and any applicable changes. The Mission Statement is considered broad enough to address all agency services and addresses poverty.*

Revised Mission Statement below to comply with Diversity, Equity, Inclusion, and Accessibility (DEIA) within the federal government associated with Executive Order 14151.

Community Services, Inc. provides comprehensive support services that empower individuals, families, and communities to achieve economic stability and long-term self-sufficiency.

12. *Receive Organizational Standard 4.6 – the governing Board has received an organization-wide comprehensive risk assessment report.*

13. **Accept/Approve the creation of a Compliance and Governance Committee and the formation of a Professional Advisory Board for Community Services, Inc., and further move to amend the agency's Bylaws to formally establish these entities in alignment with funder requirements and nonprofit governance standards.*

14. **Accept/Approve the updated FY25 Drivers Training Manual.*

15. **Accept/Approve Out-of-State Travel for Board Members and Staff to the CAPLAW National Training Conference – Boston, MA. May 28– 30, 2025.*

Staff Reports (Programmatic/Fiscal Reports Distributed On-site Quarterly) – Agency Highlights

- ✓ Audit/Finance Committee – Amy Peavy and Lori Clemons – Financial Reports

16. **Accept/Approve – the Audit/Finance Committee Recommendation to accept financials as submitted. (Financials – February/March) – Bernard Porter – Treasurer, LaQuintta Denish Simon – Committee Member, Christen Rudd – Committee Member, and Terisa Zuniga – Committee Member.*

CSBG activities – Gina Stanford

➤ Program Specific Updates

- ❖ CSBG Contract, Budget, CAP Strategies/Implementation Activities
- ❖ CSI- Targets/Outcomes & Services/Outputs
- ❖ ROMA Cycle & ROMA Next Generation – Implementation Activities Update
- ❖ Organizational Standards – Gina Stanford
- ❖ Strategic Planning – Daniel Edwards & Committee Members
- ❖ Needs Assessment/CAP –Gina Stanford

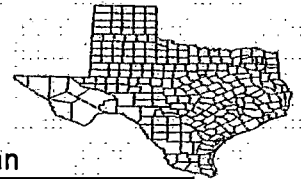
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✓ Community Transit Service – Katie Ragan/Kimberly Vaughan

Month-Year	Unlinked Passenger Trips (UPT)	Vehicle Revenue Miles (VRM)	Vehicle Revenue Hours (VRH)	Vehicles Operated in Maximum Service (VOMS)	Safety and Security Incidents	Days of Service
March-25	4,342	21,347	1,191	10	0	26

Total Transit Revenue for the month of March 2025 is \$5,717.00 based on fares collected.

✓ MAGNET Home Delivered Meals – Amy Peavy

Monthly Report - MAGNET Program				
March 2025				
	Title XX	Superior	Molina	Total
Number of Meals	1,274	-	65	1,339
Per Meal Rate	6.46	6.12	6.12	
Billed	<u>\$ 8,230.04</u>	<u>\$ -</u>	<u>\$ 397.80</u>	<u>\$ 8,627.84</u>
Total Billed for Reporting Period				<u>\$ 8,627.84</u>

✓ CEO's Update – Audit/Monitoring Compliance, Activities/Analysis (Service Delivery) & Funder Relations/Real Estate Expansion – Executive Session if required – Daniel Edwards

17. Other Business/Announcements. **Note: All topics listed below are Board Workshops to ensure ongoing training for the Board of Directors and guidance on future meetings.**

- ✓ Key Board Responsibilities – Board Training (Coordinating with Consultant to provide Comprehensive Board Training – (Governance/Compliance) via Board Advance Training)
- ✓ Next Regular Board Meeting, May 20, 2025 – same time & location unless agency business dictates otherwise.

Executive Session¹

¹

Guidance posted below Executive Session

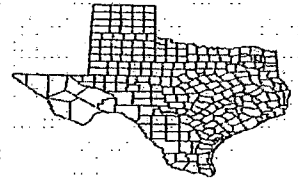
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*The Board may go into Executive Session Pursuant to Tex. Gov't Codes §551.071, §551.072, §551.073, §551.074, and §551.076, as cited and footnoted below.

Open Session

18. *If there is an Executive Session, the Board will reconvene in an Open Session and may act on any item taken up in the Executive Session. Except as specifically authorized by applicable law, The Board may not take any action in Executive Session.

19. *Adjourn.

EXECUTIVE SESSION NOTICE

At any time during a meeting of the Board of Directors of Community Services, Inc., the Board may enter into Executive Session (closed meeting) to discuss one or more agenda items, as authorized by the Texas Government Code. The Board may convene in Executive Session for any of the following reasons:

- Section 551.071 – Consultation with Attorney
The Board may consult with legal counsel regarding pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the organization under the Texas Disciplinary Rules of Professional Conduct conflicts with the Texas Open Meetings Act.
- Section 551.072 – Real Property Deliberations
Discussion regarding the purchase, exchange, lease, or valuation of real property, if deliberation in an open meeting would have a detrimental effect on the organization's negotiating position with a third party.
- Section 551.073 – Prospective Gifts or Donations
The Board may deliberate on a negotiated contract for a prospective gift or donation to Community Services, Inc., if discussing the matter in an open meeting would negatively impact the organization's position in negotiations with a third party.
- Section 551.074 – Personnel Matters
The Board may deliberate on matters related to the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee.
- Section 551.076 – Security Matters
Deliberations regarding the deployment, implementation, or specific occasions for the use of security personnel or security devices, including security audits.

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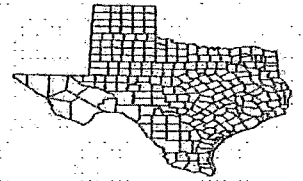
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Any final action, decision, or vote on a matter deliberated in Executive Session will be conducted in an open session in accordance with applicable laws.

** Indicates motion required to enter Executive Session and denotes Action Items.*