



**Community Services, Inc.**

A Community Action Agency

2025-108

FILED FOR RECORD

AT 10:58 O'CLOCK 10 A.M.

AUG 21 2025

**MEETING NOTICE**

**COMMUNITY SERVICES, INC. (CSI) BOARD OF DIRECTORS**

Administrative Offices – (Doris Anderson Executive Board Room) ~~SHERRY BOWD, County Clerk~~ ~~NAVARRO COUNTY, TEXAS~~ ~~DEPUTY~~

Address: 302 Hospital Drive, Corsicana, TX 75110 – Phone: (903) 872-2401

Monday, August 26, 2025

6:00 P.M.

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

- ✓ All attendees must sign attendance records at the entrance.
- ✓ Board members unable to attend the meeting are encouraged to contact the Board Chair, Interim Executive Director, 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**

<i>Pam Corder</i>	<i>President</i>	<i>Public Representative – Kaufman County</i>
<i>Christen A. Rudd</i>	<i>Vice-President</i>	<i>Public Representative – Ellis County</i>
<i>Vacant</i>	<i>Secretary</i>	<i>- Navarro County</i>
<i>Bernard Porter</i>	<i>Treasurer</i>	<i>Client Representative – Navarro County</i>
<i>Vacant</i>		<i>Client Representative – Anderson County</i>
<i>Vacant</i>		<i>Public Representative – Henderson County</i>
<i>Vacant</i>		<i>Private Representative – Navarro County</i>
<i>LaQuintta Denish Simon</i>		<i>Client Representative – Kaufman County</i>
<i>Terisa Zuniga</i>		<i>Private Representative – Navarro County</i>

302 Hospital Drive, Corsicana, Texas 75110

(800) 831-9929

[www.csicorsicana.org](http://www.csicorsicana.org)



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## Agenda

1. Call to order, establish a quorum, recite the Mission Statement in unison.
2. **\*Accept/Approve (Minutes)** = *CSI Board of Directors Meeting held on July 28, 2025.*
3. **\*Sign Minutes** – *previously approved but unsigned.*
4. Introductions – Document Absent Member(s) (Excused and Unexcused)
5. Community Input – (Limit 3 minutes) – **Note: Comments are allowed for items on the current agenda.**
6. Vendor/Funder Updates: TBD
7. **\*Accept/Approve agenda as submitted.**
8. **Receive and review** FY24 Audit Presentation via Zoom Call for the period ending 10/31/2024 to comply specifically with Organizational Standards 8.3/8.6 directly and Organizational Standards 8.1, 8.2, 8.4, & 8.5 indirectly as presented by = Michael Good, Partner or designee t: 310-622-4346 w: [www.cohnreznick.com](http://www.cohnreznick.com).
9. **\*Accept the FY24 Single Audit Report presented by CohnReznick (cited above).**
10. **Receive** Form 990 for the fiscal year-end (i.e., 10/31/2024) to comply specifically with Organizational Standards 8.3/8.6 directly and Organizational Standards 8.1, 8.2, 8.4, & 8.5 indirectly as prepared and submitted by CohnReznick. **(No vote required for Form 990 per Organizational Standards)**
11. **Receive** OS 4.2 Organizational Leadership – The organization's PY2026 Community Action Plan is outcome-based, anti-poverty focused, and ties directly to the community assessment. **(No vote required for CAP per Organizational Standards)**
12. **Receive** PY2026 Proposed CSBG Budget as presented to the public during the Public Hearing held on August 12, 2025. **(No vote required for PY2026 Proposed CSBG Budget per Organizational Standards)**
13. **\*Accept/Approve Organizational Standard 1.3 – Consumer Input and Involvement** – *The organization has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the governing Board. **Community Services Block Grant (CSBG) Direct Client Services Program.***
14. **\*Accept/Approve Organizational Standard 4.4 – Organizational Leadership** – *The board receives an annual update on the success of specific strategies included in the Community Action Plan. **Community Services Block Grant (CSBG) Direct Client Services Program***



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## 15. Consent Agenda - Receive all the following reports/executed agreements with one vote

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

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

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

15. \*Accept/Approve – the Audit/Finance Committee Recommendation to accept financials as submitted. (Financials – July) – Bernard Porter – Treasurer, LaQuintta Denish Simon – Committee Member, Christen Rudd – Committee Member, & 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
  - ❖ Strategic Planning – Committee Members
  - ❖ Needs Assessment/CAP – Gina Stanford

- ✓ 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
July	3,889	16,971	1,068	10	0	25

Total Transit Revenue for the month of July 2025 is \$4,414.00 based on fares collected.



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✓ MAGNET Home Delivered Meals – N'Gina Stanford

Monthly Report - MAGNET Program				
July 2025				
	<u>Title XX</u>	<u>Superior</u>	<u>Molina</u>	<u>Total</u>
Number of Meals	1,411	-	69	1,480
Per Meal Rate	6.46	6.12	6.12	
Billed	<u>\$ 9,115.06</u>	<u>\$ -</u>	<u>\$ 422.28</u>	<u>\$ 9,537.34</u>
Total Billed for Reporting Period				<u>\$ 9,537.34</u>

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

16. Sharing Agency Updates, Best Practices, etc. – CSI assisted (2) clients and (2) households identified as Board, employee, or relative of either Board or CSI employee for the reporting period.

17. Other Business/Announcements.

- ✓ Key Board Responsibilities – Board Officer Training by Power Point to be scheduled later.
- ✓ Next Board Meeting, September 23, 2025 – same time & location unless agency business dictates otherwise.

## Executive Session<sup>1</sup>

18. \*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.

19. *Executive Session to discuss selection of Legal Counsel, Anne Manning, to assist the Board and agency with legal concerns,*

## Open Session

20. \*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.

21. \*Adjourn.



## **Community Services, Inc.**

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At any time during the meeting of The Board of Directors of Community Services, Inc., The Board of Directors may meet in Executive Session (closed meeting) for one or more agenda items for any of the reasons listed as set out in the following sections of the Texas Government Code: Section 551.071 Consultations with an attorney to seek advice about pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act; Section 551.072. Deliberations about purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of Community Services, Inc. in negotiations with a third person; Section 551.073. Deliberations of a negotiated contract for a prospective gift or donation to Community Services, Inc., if deliberations in an open meeting would have a detrimental effect on the position of Community Services, Inc. in negotiations with a third person. Section 551.074 Deliberations about 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. Deliberations regarding the deployment, or specific occasions for implementation, of security personnel or devices or a security audit.

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

This agenda was posted in accordance with the Texas Open Meetings Act on August 20, 2025, at the Navarro County Clerk's Office and on the Secretary of State website.

Pam Corder, Board President  
Community Services, Inc.