



Community Services, Inc.

A Community Action Agency

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) 872-2401

Tuesday, November 18, 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 through mutual collaborations with community partners.

- ✓ All attendees must sign attendance records at the entrance.
- ✓ Board members who are unable to attend the meeting are encouraged to contact the Board Vice-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

Pam Corder

Public Representative – Kaufman County

Re-appointment approved – To be seated after November 1, 2025.

Christen A. Rudd

Vice-President

Public Representative – Ellis County

Terisa Zuniga

Secretary

Private Representative - Navarro County

LaQuintta Denish Simon

Treasurer

Client Representative – Kaufman County

Vacant

President

Vacant

Public Representative –County

Vacant

Private Representative –County

Vacant

Client Representative – Henderson County

Vacant

Private Representative – Navarro County

2025-140

FILED FOR RECORD

AT *1:00* O'CLOCK *P* M.

NOV 18 2025

302 Hospital Drive, Corsicana, Texas 75110

(800) 831-9929

www.csicorsicana.org

SHERRY DOWD, County Clerk

NAVARRO COUNTY, TEXAS

BY *Richard [Signature]* **DEPUTY**



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Agenda

1. Call to order, establish a quorum, and recite the Mission Statement in unison.
2. ***Accept/Approve (Minutes)** – *CSI Board of Directors Meeting held on October 27, 2025.*
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. 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.
8. ***Accept the FY24 Single Audit Report presented by CohnReznick (cited above).**
9. ***Seating** – Kaufman County Public Representative Pam Corder, PO Box 43 – Ross, Texas 75157 / Cell 469-719-9001 – Work: Kaufman County – Project Manager, 3003 S. Washington – Kaufman, Texas 75142 / 469-376-4140 pam.corder@kaufmancounty.net effective November 1, 2025 by County Judge Jakie Allen.
10. ***Accept/Approve – Introduction and Seating – Delishia Banks** (i.e., Candidate Nominee) – 1002 Shackelford Lane Malakoff, Texas 75126 – Contact Information – Direct 972-571-8662 – Email: (Client/Low-Income Representation) – Henderson County to comply with applicable Bylaws and Community Services Block Grant (i.e., Contract 61210003448/61220003640) requirements and applicable TAC rules and specifically TAC Rule §6.210 as cited below.¹
11. ***Accept/Approve – Introduction and seating – Ronnie Snow** (i.e., Private Candidate Nominee) – Address: 5810 NW County Road 2091 Corsicana, TX 75110– Contact Information – Work: 903-498-1076, Cell: 903-681-3614 – Email: Work – rsnow@foreverfamilies.tx.org www.foreverfamiliesprogram.org – Kaufman County.
12. ***Accept/Approve – Introduction and Seating – Board Appointment: Representative and designee appointed by Navarro County Judge H M. Davenport. (See Appointment Letter)**

¹ Note: All new members once seated will be required to complete the following training (i.e., Open Meetings Act/Public Information) – CSI staff will ensure and drive process for updating training dates/certificates. Executive Management will certify orientation and completion of onboarding activities.



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A Community Action Agency

13. ***Accept/Approve (Board Vacancy)** Nominations Committee (CSBG) submission of proposed/potential new board member based on Democratic Process to elect proper representation for Navarro County's Client Representative vacant seat by sealed ballot.

Note: Current Board Secretary to officially count sealed ballots from the county in open session and monitored by staff to comply with applicable Bylaws and Community Services Block Grant (i.e., Contract 61250004346) requirements and applicable TAC rules.

14. ***Conduct** Board Election by Secret Ballot for all Executive Officers [President, Vice-President, Secretary, Treasurer]. (Secret Ballot)

Note: Current Board Secretary to officially count secret ballots. CSI Staff will assist the Secretary and will document the outcome to comply with applicable Bylaws (Article VI, Section 2) and Community Services Block Grant (i.e., Contract 61250004346) requirements and applicable T.A.C. rules.

15. ***Accept/Approve** the proposed new list of officers (i.e., President, Vice-President, Secretary, Treasurer) as determined by the Secret Ballot tally to be effective immediately. (See Secret Ballot Tally Form).

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

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

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

CSBG activities – Kandi Session-Walker

- 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 –

- ✓ 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
October	3,725	21,814	1,278	10	0	27

Total Transit Revenue for the month of October 2025 is \$6,268.00 based on fares collected.



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✓ MAGNET Home Delivered Meals – Amy Peavy

Monthly Report - MAGNET Program				
October 2025				
	Title XX	Superior	Molina	Total
Number of Meals	1,609	-	68	1,677
Per Meal Rate	6.46	6.12	6.12	
Billed	<u>\$ 10,394.14</u>	<u>\$ -</u>	<u>\$ 416.16</u>	<u>\$ 10,810.30</u>
Total Billed for Reporting Period				<u>\$ 10,810.30</u>

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

17. Sharing Agency Updates, Best Practices, etc. – CSI assisted (4) clients and (4) households identified as Board, employee, or relative of either Board or CSI employee for the reporting period.

18. Other Business/Announcements.

✓ Key Board Responsibilities – Board Officer Training by PowerPoint to be scheduled later.

✓ Next Board Meeting, January 27, 2026 – same time & location unless agency business dictates otherwise.

Executive Session²

19. *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

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.

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



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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.*