



**Community Services, Inc.**

A Community Action Agency

2026-059  
FILED FOR RECORD  
AT 4:20 O'CLOCK P.M.

JUN 17 2026

MEETING NOTICE  
COMMUNITY SERVICES, INC. (CSI) BOARD OF DIRECTORS

SHERRY DOWD, County Clerk  
NAVARRO COUNTY, TEXAS  
DEPUTY

Administrative Offices – (Doris Anderson Executive Board Room)

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

Tuesday, June 23, 2026

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

<i>Pam Corder</i>	<i>President</i>	<i>Public Representative – Kaufman County</i>
<i>Caitlin Wilkinson</i>		<i>Public Representative – Ellis County</i> Appointed by Ellis County Judge John Wray – not yet seated
<i>Vacant</i>		<i>Public Representative – Navarro County</i>
<i>Terisa Zuniga</i>	<i>Secretary</i>	<i>Private/Civic Representative - Navarro County</i>
<i>Ronny Snow</i>	<i>Treasurer</i>	<i>Private/Civic Representative – Henderson County</i>
<i>LaQuintta Denish Simon</i>	<i>Member</i>	<i>Private/Civic Representative – Kaufman County</i>
<i>Hortensia Morales</i>	<i>Vice President</i>	<i>Client Representative – Navarro County</i>
<i>Sandra Jackie Gonzalez</i>	<i>Member</i>	<i>Client Representative – Ellis County</i>
<i>Vacant</i>		<i>Client Representative – Anderson County</i>



## 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 May 19, 2026.
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. Audit Update
8. **\*Accept/Approve Board Appointment:** Caitlin Wilkinson, LCSW-S, Ellis Co. Director of Behavioral Health 101 W. Main St. Waxahachie, TX 75165, [Caitlin.Wilkinson@elliscountytexas.gov](mailto:Caitlin.Wilkinson@elliscountytexas.gov) Cell - 214-949-2382, as Ellis County Public Representative and designee appointed by County Judge John Wray. (See attached Appointment Letter)
9. **\*Accept/Approve Organizational Standard 4.5 - the FY26 Succession Plan for the Executive Director to ensure/certify that the Board of Directors is informed of the process if required to implement.**
10. **Review and Maintain Organizational Standard 7.7 – Human Resource Management/Employee Relations – Board maintains agency’s Whistleblower Policy.**
11. **\*Accept/Approve the updated Community Transit Service (CTS) Title VI Plan**
12. **\*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. MAGNET / Meals on Wheels (MOW).**
13. **Receive Announcement of Scheduled Onsite Monitoring Review - Community Services Block Grant (CSBG) Contract No. 6125000434**
14. **\*Approve request for Interim Executive Director Denise Freeman to attend the 2026 National Community Action Partnership’s Annual Convention on September 2nd-4th (Pre-Con Aug. 31st-Sept. 1st) in St. Louis, Missouri. Theme: Anchored in Purpose, Moving in Strength.**

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

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



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15. **\*Accept/Approve** – the Audit/Finance Committee Recommendation to accept financials as submitted. **(Financials – May)** — Ronny Snow - Treasurer, LaQuintta Denish Simon – 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 – due September 30th
  - ❖ Strategic Planning – **Committee Members**
  - ❖ Needs Assessment/CAP – CAP due September 1st.

✓ 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
May	4,277	21,340	1,206	10	0	25

Total Transit Revenue for the month of May 2026 \$5,750.00 based on fares collected.

✓ MAGNET Home Delivered Meals – Katie Ragan

Monthly Report - MAGNET Program				
May 2026				
	Title XX	Superior	Molina	Total
Number of Meals	1,681	-	29	1,710
Per Meal Rate	6.46	6.12	6.12	
Billed	<u>\$ 10,859.26</u>	<u>\$ -</u>	<u>\$ 177.48</u>	<u>\$ 11,036.74</u>
Total Billed for Reporting Period				<u>\$ 11,036.74</u>

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



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16. Sharing Agency Updates, Best Practices, etc. – CSI assisted (6) clients and (6) households identified as Board, employee, or relative of either Board or CSI employee for the reporting period.

17. Other Business/Announcements.

✓ Key Board Responsibilities – Orientation and Board Bylaws

✓ Next Board Meeting, July 21, 2026 – same time & location unless agency business dictates otherwise.

18. *\*(Executive Session) – 1. Discussion of updates on board approved actions taken by Attorney Raymond Shackelford.*

*Note: All recommendations and actions taken will be made in Open Session.*

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

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. *\*Review/Accept/Approve Actions in response to items discussed in Executive Session (if needed).*

22. *\*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 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.*