



CALL TO ASSEMBLY

Please rise.

- **Pledge of Allegiance (US)**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

- **Pledge of Allegiance (Texas)**

Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

- **Community Action Promise**

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to Helping People Help themselves and each other.

- **Our Mission**

CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.

- **Our Community Services Vision**

To be the leading organization in our region which empowers families to be self-reliant, educated, and healthy

- **Our Head Start Vision**

To provide a system of education and encouragement which results in school-readiness for young children and their families

- **Invocation**

Board Meeting

Tuesday, August 29, 2023 @ 12:00 Noon

Houston Street Conference Room

304 E Houston St., Linden, Texas 75563

Dr. Arcolia Jenkins-Waters, Board Chairman

Michelle Morehead, CCAP, NCRT, NCRI, Executive Director

If you need assistance with physical accessibility to the meeting, please call 903-756-5596 x 201

1. Call Meeting to Order

2. Establishment of a Quorum

3. Approval of Agenda 08/29/23 *

4. Approval of Minutes 07/25/23*

5. Chairman's Comments and Recognitions

6. Training

“Roles and Responsibilities” (OS 5.8)

“Conflict of Interest” (OS 5.6)

“Term and Term Limits of Board Members”

Three of nine, seven-minute training videos - presented by Michelle Morehead

7. Committee Reports and Information

A. Planning & Evaluation – No current report required

B. Personnel –This committee should meet in July to approve job descriptions, pay scales, etc.,
No current report required at this time.

C. Finance – No current report required

D. Executive –This Committee meets only when necessary

E. Nominating –Committee gets named. Committee will need to meet before September Meeting,
and report as a motion to name the slate of Officers.

F. By Laws- No current report

The Chair may make changes to committee rosters and/or develop new committees.

**** Nominating Committee gets named**

8. Action Items

A. Seat new board member(s), if any*

B. Approve Consent Agenda*

- 1) Community Services Report..... (OS 5.9).....Shirley Allen
- 2) Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris
- 3) Human Resource Report.....(OS 5.9).....Charlotte Hall
- 4) Payee Report..... (OS 5.9)Savanah Coates
- 5) Service & HS Transportation Reports..... (OS 5.9)Tommy Hooper

C. Discuss/Approve CSBG CAP (OS 1.1, 1.2)

D. Discuss/Approve Annual Report (OS 2.3)

- E. Discuss/Approve CSBG CAP Update (OS 4.4, 9.3)**
- F. Discuss/Approve Strategic Plan Update (OS 6.5, 9.3)**
- G. Discuss/Approve Risk Assessment (OS 4.6)**
- H. Discuss/Approve Bylaws Update (OS 5.4)**
- I. Discuss/Approve Whistleblower Policy (OS 7.7)**
- J. Discuss/Approve Organization Wide Budget (OS 8.9)**
- K. Discuss/Approve Fiscal Policies- Finance Manual (OS 8.10)**

9. Staff Reports

- 1. Financial-1.2.3.4.5.6.7.8.9.10..... (OS 8.7) Shelley Mitchell

10. Executive Director’s Report

11. Discussion Items

- A. Discuss AEP Foundation Grant**
- B. CSBG Public Hearing**

12. Audience Comments

13. Executive Session

The board will enter executive session pursuant to Section 551.001(1)(2)(3)(J), and Section 551.074(1)(2) of the government codes

- 1) Homelessness within CSNT, Inc.
- 2) ED 30 day Performance Evaluation (OS 7.4)

- A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney’s advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality
- B. Discussion with respect to the purchase, exchange, lease, or value of real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.
- C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.
- D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law

14. Required Action from Executive Session

15. Adjourn Board Meeting

* Requires Board Vote