

Community Services of Northeast Texas, Inc.
Board Meeting MINUTES
March 25, 2025
510 E Bonham, Jefferson, Texas 75657

Board Members

Angela Thompson – Present

Representing Bowie County, Poverty Sector

John Baxter, Treasurer - Present

Representing Texana Bank, Private Sector

Cecelia Huff, Board Chair - Present

Representing Bowie County, Poverty Sector

Ross Hyde - Present

Representing Titus County, Private Sector

Harmony Roberson - Absent

Representing Cass County, Poverty Sector

Lindsay Hergert - Present

Representing Cass County Judge Travis Ransom, Public Sector

Judge Doug Reeder, Vice-Chair - Absent

Morris County Judge, Public Sector

Keri Winters, Secretary - Absent

Private Sector

Martavius Jones, Parliamentarian - Absent

Representing Camp County as Policy Council Liaison, Poverty Sector

CALL TO ORDER

Cecelia Huff, Board Member called the meeting to order at 12:11 p.m.

Quorum: established 5 of 9, members present.

AGENDA

Motion: Angela Thompson, moved to accept the 3/25/2025 agenda as presented

Second: Ross Hyde

All in favor voted aye, none opposed, the motion carried unanimously

MINUTES

Motion: Lindsay Hergert, Member moved to accept the 2/25/2025 minutes as presented.

Second: John Baxter, Treasurer

All in favor voted aye, none opposed, the motion carried unanimously

CHAIRMAN'S COMMENTS AND RECOGNITIONS

Cecelia explained that she has been absent due to personal reasons.

TRAINING / PRESENTATIONS

CTE Partnership

Shelly Waldon, Atlanta ISD, and Michelle Morehead presented the CTE Pilot Program Partnership.

ERSEA

Misty Van Hooser presented ERSEA Training.

COMMITTEE REPORTS

- A. Planning & Evaluation – Committee should meet as soon as possible.
- B. Personnel – Committee should meet as soon as possible.
- C. Finance – Committee should meet as soon as possible.
- D. Executive – This Committee meets only when necessary.
- E. Nominating – This Committee meets annually in October.
- F. By Laws- Committee should meet as soon as possible.

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

****Committees, other than Executive Committee, get named by the Board Chairperson**

Action Items

A. Seat New Board Member(s)

None

B. Approve Consent Agenda*

- C. Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris
D. Community Services Report.....(OS 5.9).....Amy Perales
E. Human Resource Report.....(OS 5.9).....Jim Howard
F. Service & HS Transportation Reports..... (OS 5.9)Robert Norton
G. Information Technology Report.....(OS 5.9).....David Buford

Motion: John Baxter, Treasurer

Second: Angela Thompson, Member

All items reviewed and when asked, the Board stipulated that no further discussion was needed on the consent agenda and no items were requested to be removed.

All in favor voted aye, none opposed, the motion carried unanimously

H. Discuss/Approve Self-Assessment Results 2025 - Berny Harris

Berny Harris presented the Self-Assessment Results.

Motion: Lindsay Hergert, Member made a motion to accept and receive as presented.

Second: Ross Hyde, Member

All in favor voted aye, none opposed, the motion carried unanimously

I. Discuss/Approve ERSEA Form Changes - Misty Van Hooser

1. File Checklist
2. Orientation/Handbook
3. Returning Health History
4. Returning Student Update
5. TB & Lead
6. Health History
7. Health History – EHS
8. Income Calculation Worksheet
9. Form 2935
10. EHS Transition Form
11. Selection Criteria

Misty Van Hooser presented the ERSEA form changes.

Motion: Angela Thompson, Member made a motion to accept and receive as presented.

Second: John Baxter, Treasurer

All in favor voted aye, none opposed, the motion carried unanimously

J. Discuss/Approve 2025-2026 School Menus - Susan Horner

Susan Horner presented the 2025-2026 School Menus.

Motion: John Baxter, Treasurer made a motion to accept and receive as presented.

Second: Ross Hyde, Member

All in favor voted aye, none opposed, the motion carried unanimously

K. Discuss/Approve Pursuing the USDA/CACFP Contract 2025-2026 - Berny Harris and Susan Horner

Susan Horner discussed pursuing the USDA/CACFP Contract for 2025-2026. She explained that this is a reimbursement for feeding Head Start and Early Head Start Children.

Motion: Angela Thompson, Member made a motion to accept and receive as presented.

Second: Lindsay Hergert, Member

All in favor voted aye, none opposed, the motion carried unanimously

9. Staff Reports

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

Shelley Mitchell presented the monthly financial reports.

10. Chief Executive Officer's Report

Michelle Morehead presented the Family Empowerment Pilot Program to the board.

11. Discussion Items

None

AUDIENCE COMMENTS

None

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 code.

Human Resources Personnel

Motion to enter Executive Session at 12:55 PM: Ross Hyde, Member

Second: Lindsay Hergert, Member

Motion to exit Executive Session at 1:15 PM: John Baxter, Treasurer

Second: Ross Hyde, Member

- 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.

REQUIRED ACTION FROM EXECUTIVE SESSION

ADJOURN

Motion: Lindsay Hergert, Member motioned to adjourn at 1:15 pm

Second: Angela Thompson, Member

Hearing no descent, adjournment passed.

Approved by: _____, on _____, 2025
(Board Secretary) (Date)