

Community Services of Northeast Texas, Inc.
Board Meeting MINUTES
October 28, 2025
510 E. Bonham St., Jefferson, Texas 75567

Board Members

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

Jason Wright – Absent
Representing Senator Ted Cruz, Public Sector

Karen Jones – Absent
Marion County Tax A/C

Lindsay Hergert - Present
Representing Cass County Judge Travis Ransom, Public Sector

Keri Winters, Secretary - Present
Private Sector

Harmony Roberson - Present
Representing Cass County, Poverty Sector

Judge Doug Reeder, Vice-Chair - Present
Morris County Judge, Public Sector

Teresa Thompson – Present
Private Sector

Martavius Jones, Parliamentarian - Absent
Representing Camp County as Policy Council Liaison, Poverty Sector

Angela Thompson – Present
Representing Bowie County, Poverty Sector

CALL TO ORDER

Cecelia Huff, Board Chairperson called the meeting to order at 12:25 p.m.

Quorum: established 9 of 12, members present.

AGENDA

Motion: John Baxter, Treasurer moved to accept the 10/28/2025 agenda

Second: Ross Hyde, Member

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

MINUTES

8/26/2025 Board Meeting Minutes

Motion: Lindsay Hergert, Member moved to accept the minutes as presented.

Second: Angela Thompson, Member

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

CHAIRMAN'S COMMENTS AND RECOGNITIONS

Cecelia recognized everyone for being present.

TRAINING / PRESENTATIONS

Berny Harris presented Head Start Governance Requirements including Roles and Responsibilities.

COMMITTEE REPORTS – No committee reports at this time.

- A. Planning & Evaluation
- B. Personnel
- C. Finance
- D. Executive
- E. Nominating
- F. By Laws

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), if any***

Re-seat Private Sector Members:

John Baxter*

Motion: Doug Reeder, Vice Chairperson moved to re-seat John Baxter.

Second: Ross Hyde, Member

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

Keri Winters*

Motion: Lindsay Hergert, Member moved to re-seat Keri Winters.

Second: John Baxter, Treasurer

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

Ross Hyde*

Motion: Harmony Roberson, Member moved to re-seat Ross Hyde.

Second: Keri Winters, Member

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

Teresa Thompson*

Motion: John Baxter, treasurer moved to re-seat Teresa Thompson.

Second: Ross Hyde, Member

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

Remove Previous Policy Council Liaison

Martavius Jones*

Motion: Doug Reeder, Vice Chairperson moved to remove Martavius Jones as the Policy Council Liaison.

Second: Lindsay Hergert, Member

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

Poverty Sector Elections Report presented by CSNT, Inc. Leadership Team

Heather Humphries presented the Poverty Sector Elections Report stating that voting took place in the three most impoverished counties in CSNT's service area; Bowie, Cass, and Lamar Counties. The new members will begin their service in January 2026.

Seat/Re-seat Poverty Sector Board Members (to begin/continue service January 2026):

Sheyenne Baker – Policy Council Liaison*

Motion: Ross Hyde, Member moved to seat Sheyenne Baker.

Second: John Baxter, Treasurer

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

Casey Purifoy – Bowie County*

Motion: Lindsay Hergert, Member moved to seat Casey Purifoy.

Second: Angela Thompson, Member

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

Harmony Roberson – Cass County*

Motion: Ross Hyde, Member moved to seat Harmony Roberson.

Second: Angela Thompson, Member

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

Jenny Wilson – Lamar County*

Motion: John Baxter, Treasurer moved to seat Jenny Wilson.

Second: Harmony Roberson, Member

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

B. Approve Consent Agenda*

- 1) Head Start/EHS & PIR Reports..... (OS 5.9).....Misty Van Hooser
- 2) Family Empowerment Report.....(OS 5.9).....Amy Perales
- 3) Human Resource Report.....(OS 5.9).....Rachel Kelsey
- 4) Service & HS Transportation Reports.....(OS 5.9)Robert Norton
- 5) Information Technology Report.....(OS 5.9).....David Buford
- 6) Financial Reports.....Melissa Burrows
- 7) Quality Assurance Report.....Berny Harris

Motion: Harmony Roberson, Member

Second: Lindsay Hergert, 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

C. Discuss/Approve Continued use of the 15% De Minimus Cost Rate & Indirect Cost Rate Certification

Berny Harris discussed the continued use of the 15% De Minimus Cost Rate & Indirect Cost Rate Certification.

Motion: Doug Reeder, Vice Chairperson

Second: John Baxter, Treasurer

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

D. Discuss/Approve 2026 Head Start Community Assessment Update

Berny Harris discussed the 2026 Head Start Community Assessment Update.

Motion: Angela Thompson, Member

Second: Lindsay Hergert, Member

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

E. Discuss/Approve Succession Plan Update

Michelle Morehead discussed the Succession Plan Update.

Motion: Keri Winters, Member

Second: Doug Reeder, Vice Chairperson

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

F. Discuss/Approve Bylaws Update (Succession)

Michelle Morehead discussed the Bylaws Update.

Motion: Keri Winters, Member

Second: John Baxter, Treasurer

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

G. Discuss/Approve Head Start Standard Operating Procedures

Misty Van Hooser discussed the changes to the Head Start Operating Procedures. The only changes were the changes to the job titles and schedules.

Motion: Ross Hyde, Member

Second: Lindsay Hergert, Member

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

H. Discuss/Approve Head Start Operating Manuals and Forms

Misty Van Hooser discussed the changes to the Head Start Operating Manuals and Forms. The only changes were the changes to job titles and schedules.

Motion: Harmony Roberson, Member

Second: Angela Thompson, Member

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

I. Discuss/Approve Job Descriptions

Michelle Morehead discussed the job descriptions.

Motion: John Baxter, Treasurer

Second: Lindsay Hergert, Member

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

J. Discuss/Approve Updated Volunteer Rates

Misty Van Hooser discussed the Updated Volunteer Rates.

Motion: Angela Thompson, Member

Second: Harmony Roberson, Member

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

K. Discuss/Approve Policy Council Bylaws

Misty Van Hooser discussed the Policy Council Bylaws.

Motion: Harmony Roberson, Member

Second: Teresa Thompson, Member

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

9. Staff Reports

Staff reports are located under the consent agenda this month.

10. Chief Executive Officer's Report

Michelle Morehead presented the CEO's monthly report.

11. Discussion Items

None

AUDIENCE COMMENTS

None

EXECUTIVE SESSION – No 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.

- 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

None

ADJOURN

Motion: Angela Thompson, Member motioned to adjourn at 1:00 pm
Second: Harmony Roberson, Member
Hearing no descent, adjournment passed.

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