

COMMUNITY SERVICES ADVISORY COUNCIL**Meeting Agenda for October 18, 2022 – 10:00am**Presiding location: 1117 Gallagher Drive, Sherman, TX
Planning Room, 2nd Floor

Join Zoom Meeting

<https://us02web.zoom.us/j/86162213939>

Meeting ID: 861 6221 3939

Passcode: 227749

1-346-248-7799

- A. Call to Order & Declaration of a Quorum (OS 5.5)
- B. Welcome New Members and Guests
- C. Approval of Minutes: August 16, 2022, **page 2**
- D. Action Items
None
- E. Director's Program Report
 - 1. Recruitment of Public Sector and Poverty Sector Representatives for Advisory Council
 - 2. Job openings at TCOG; www.tcog.com/employment
 - [Energy Specialist](#)
 - [Weatherization Specialist](#)
 - [Customer Service Representative](#)
 - 3. Program Reports - Utility Assistance, Weatherization and Community Services Block Grant – handout at meeting
 - 4. Financial Report – handout at meeting
- F. Community Announcements
- G. Adjourn

Remaining meeting dates

Tuesday, December 13, 2022

KEY: OS refers to Organizational Standards and are required of sub-recipients that receive Community Service Block Grant funds.

*Please note that pursuant to [Section 551.127 of the Texas Government Code](#), a videoconference/Zoom option will be available. IMPORTANT: Under the provisions of Section 551.127, Community Services Advisory Council members (and TCOG staff) may participate remotely by means of videoconference call **ONLY** if the **video AND audio** of the member's participation is broadcast live at the meeting. Therefore, any council member (and TCOG staff) participating in the meeting via Zoom **MUST** have and **MUST** maintain **both audio and video** capabilities for the entire duration of the meeting. Any disruption to either at any point during the meeting will result in that Member being considered absent from that portion of the meeting. The above agenda is posted at www.tcog.com as well as the Texoma Council of Governments offices in a place readily accessible to the public on October 13, 2022.

BOARD MEETING MINUTES				DATE: AUGUST 16, 2022		
MEETING CALLED TO ORDER BY:	Tiffany Dancer called the meeting to order at 10:04am.					
TYPE OF MEETING	Regular				QUORUM MET:	Yes
BOARD MEMBER ATTENDEES	Private Sector: Julie Craig, Tiffany Dancer Poverty Sector: Angela Williams, Kim Starrett, Trish McElvy (counted vote as abstention as member participated by ZOOM, but was not seen on camera) Public Sector: David Turner					
BOARD MEMBERS ABSENT	Private Sector: Jordan Brummett Poverty Sector: All present Public Sector: Tim LaVergne					
STAFF ATTENDEES	Judy Fullylove, Energy Services Director Bobbie McDonald, CSBG Caseworker					
GUEST ATTENDEES	n/a					
Agenda Topics						
TOPIC 1:	Approval of Minutes from June 21, 2022			PRESENTER	Tiffany Dancer, Chair	
DISCUSSION	The Chair asked for council members to review minutes for corrections.					
CONCLUSIONS	There were no corrections presented by council members. The Chair asked for a motion to approve the minutes as presented.					
ACTION			PERSON RESPONSIBLE		OUTCOME	
A motion was made to approve the minutes from June 21, 2022			Angela Williams		YEA: 5	NAY: 0
The motion was seconded.			Kim Starrett		ABSTAIN: 1	
TOPIC 2:	Approve annual update of the Community Action Plan and Budget		PRESENTER		Judy Fullylove, Energy Services Director	
DISCUSSION	Per Ms. Fullylove, the Plan is due by September 1, 2022. These initiatives were put together as part of the three-year plan from the completed needs assessment noting five top needs. Initiatives include addressing housing needs for people with disabilities, Feeding Fannin, On the Road Lending program, Regional Mental Health, and Families Reading Every Day. Expected outcomes were also discussed.					
CONCLUSIONS						
ACTION			PERSON RESPONSIBLE		OUTCOME	
A motion was made to approve the Community Action Plan and Budget as presented, and any pending changes prior to 9/1/22.			Angela Williams		Yea: 5	Nay: 0
The motion was seconded.			David Turner		Abstain: 1	
TOPIC 3:	Recruitment of Poverty Sector Representative for Grayson County		PRESENTER		Judy Fullylove, Energy Services Director	
DISCUSSION	Per Ms. Fullylove, Trish McElvy will be rotating off the Committee (this is her last meeting) and a replacement must be found within 60 days. Trish stated she would be approaching the retiring Pastor of St. Luke’s to take her place.					
CONCLUSIONS						
ACTION			PERSON RESPONSIBLE		OUTCOME	
A motion was made to recommend Ms. Fullylove move forward with this process and find a replacement Poverty Sector Rep.			Angela Williams		Yea: 5	Nay: 0
The motion was seconded.			Kim Starrett		Abstain: 1	

BOARD MEETING MINUTES			DATE: AUGUST 16, 2022		
MEETING CALLED TO ORDER BY:	Tiffany Dancer called the meeting to order at 10:04am.				
TOPIC 4:	Recruitment of Public Sector Representatives	PRESENTER	Judy Fullylove, Energy Services Director		
DISCUSSION	Ms. Dancer recommended Sean Vanderveer with the Sherman Housing Authority.				
CONCLUSIONS					
ACTION		PERSON RESPONSIBLE	OUTCOME		
A motion was made to recommend Ms. Fullylove move forward with this process and recruit Public Sector Reps.		Angela Williams	Yea: 5	Nay: 0	Abstain: 1
The motion was seconded.		David Turner			
BOARD CHAIR SIGNATURE:		BOARD SECRETARY SIGNATURE:			
		Julie Craig			

Director's Program Report

E.1. Job Openings at TCOG

There are still several key job openings at TCOG, including Finance Director, down to Part-time Care Coordinator. Encourage potential applicants to apply.

E.2 Program Reports – Utility Assistance, Weatherization and Community Services Block Grant

Ms. Fullylove reported that a new staff person has been hired for Utility Assistance in the Collin County office (Steven Alford). The American Rescue Plan (\$4.2 M) contract has been fully expended (ending September) and now another \$4 M contract has started, so funds are still available. One lump sum payment for the year are now allowable, instead of making smaller monthly payments.

Ms. Fullylove reported the Weatherization program is under-going many changes, as they lost their Program Manager. A new Program Manager was promoted and has been in the role for about one month. A new Inspector has been hired and being trained currently.

Ms. McDonald reported on Case Management, including thirteen clients. Training numbers and training course information were given. As of June, thirteen have received certifications; although, this number should be higher now. Diaper Bank is going well. Investigators in Fannin and Grayson are doing well in the Getting Ahead Program.

E.3. Financial Report – report not offered due to lack of Finance staff currently at TCOG.

F. Community announcements – none

G. Meeting adjourned at 11:06 am.