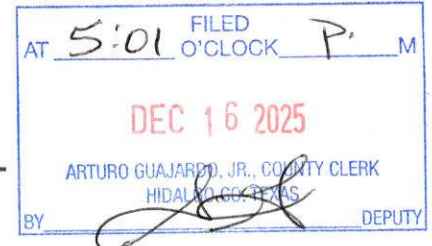




## COMMUNITY SERVICE AGENCY ADVISORY BOARD AGENDA

**MONDAY - DECEMBER 22, 2025 - 12:30 PM**



1. **Call Meeting to Order**
2. **Roll Call and Establish Quorum**
3. **Community Comments**
4. **Recite the Community Action Promise & the HCCSA Mission Statement**  
*Led by Leslie Villegas, Board Secretary*
5. **Approval of Board Minutes for Meeting Held on November 20, 2025**  
*Presented by Leslie Villegas, Board Secretary*
6. **Approval of Consent Agenda**  
*No ratification items at this time*
7. **Ratify action of Commissioners Court on December 16, 2025 to accept the Hidalgo County Community Service Agency's Vendor Scoring Grid evaluation results and authorize the execution of a contract with Revize, the highest-ranked and recommended vendor, in the amount of \$9,510.00, for professional services related to the redevelopment of the Hidalgo County Community Service Agency's website.**  
*Presented by Jaime R. Longoria, Executive Director*
8. **Discussion, consideration, and possible action to review and approve transactions that were used for purposes other than travel expenses using the agency purchasing card.**  
*Presented by Cecilia Carrillo, Division Manager II*
9. **Discussion, consideration, and possible action to review and approve the Hidalgo County Community Service Agency's Fiscal Year 2025 financial reports, including a review and approval of all financial transactions related to the ACTS Gala "Strive. Rise. Thrive." held on November 19, 2025.**  
*Presented by Cecilia Carrillo, Division Manager II*
10. **Discussion, consideration, and possible action to call an election for the position of the Low-Income Representative for District #2.**  
*Presented by Jaime R. Longoria, Executive Director*
11. **Discussion, consideration, and possible action to accept the proposed Advisory Board Meeting Calendar for the 2026 year.**  
*Presented by Leslie Villegas, Board Secretary*
12. **Discussion, consideration, and possible action to approve a resolution in support of National Cupcake Day on December 15, 2025, recognizing community efforts to encourage inclusion and entrepreneurship of individuals with Down syndrome, including a local small business owner with Down syndrome whose cupcake business was supported through the Pathways Towards Independence Program at PSJA ISD.**  
*Presented by Mari Garza, Operations Manager*







## COMMUNITY SERVICE AGENCY ADVISORY BOARD AGENDA

**MONDAY - DECEMBER 22, 2025 - 12:30 PM**

### 13. Executive Director's Report

#### 1. Discussion and updates regarding the following:

##### **A. Low-Income Home Energy Assistance Program (LIHEAP) Report**

*Presented by Alberico Garza, LIHEAP Program Manager*

##### **B. Operations Bravo Zulu Report**

*Presented by Denise Ramirez, EW III*

##### **C. Access to Success Program (ACTS) Report**

*Presented by Bianca Lopez, CSBG Program Manager*

##### **D. Real Em' In Program Report**

*Presented by Mari Garza, Operations Manager*

##### **E. Emergency Service Report**

*Presented by Monica Hinojosa, Emergency Coordinator*

##### **F. Client Survey Results November -December 2025**

*Presented by Jaime R. Longoria, Executive Director*

#### 2. Provide board members with programmatic and outcomes reports for the following programs:

##### **A. Low-Income Energy Assistance Program (LIHEAP) Report - November 2025**

##### **B. Community Service Block Grant (CSBG) Report - November 2025**

#### 3. Informational report regarding the Hidalgo County Community Service Agency's Strategic Plan 2026 - 2031 progress.

### 14. Adjourn

**Community Participation:** The Advisory Board welcomes individuals or delegations who wish to participate in the meeting during any portion of the meeting or during Community Comments. Community members wishing to address the Board may sign up prior to the meeting with the Executive Secretary or designee by providing name and item number to be addressed.

