

INCA Community Services, Inc.

202 S. Capitol, P.O. Box 68
Tishomingo, Oklahoma 73460
(580) 371-2352

As required by Section 311 (A9), Title 25 of the Oklahoma Statutes, notice is hereby given, that INCA Community Services, Inc. will hold a regular meeting of the Board of Directors on September 26, 2016 at 5:00 p.m. at INCA Community Services, INCA HEAD START TRAINING CENTER, 109 South Capitol, Tishomingo, Oklahoma. This is a dinner meeting.

AGENDA

1. Call Meeting to Order
2. Establishment of Quorum
3. Consideration/possible action- August 22, 2016 Board Minutes
4. Consideration/possible action- August 31, 2016 Financial Report
5. Consideration/possible action – Navigator Budget Approval in the amount of \$28,750.00
6. Consideration/possible action – Department of Energy (DOE) Weatherization Budget Revision in the amount of \$50,648.55
7. Consideration/possible action – Head Start Coordination Program through the Oklahoma Association of Community Action Agencies (OKACAA) in the amount of \$2,150.00
8. Consideration/possible action – INCA Community Services Job Descriptions – JAMM Transportation
9. Consideration/possible action – INCA Community Services Equal Opportunity and Affirmative Action Plan
10. Consideration/possible action – INCA Community Services Policies and Procedures
11. Consideration/possible action – JAMM Transportation Salary Scale Change
12. Presentation: Rx for Oklahoma – Deborah Perkins, Coordinator
13. Program Reports – Informative no action needed
 1. LaQuita Thornley
 - i. National Performance Indicators and CAPTAIN CSBG Demographic Report
 - ii. INCA's ROMA Logic Model Report
 - iii. The Oklahoma Department of Commerce Monitoring Clearance Letter
 2. Human Resource-Brenna Moore
 3. Community Services, Housing and Weatherization – Dana Trent
 4. Head Start-Kathy Castleberry
 5. RAVE-Kristy Mobbs
 6. RX Oklahoma- Navigator - MIPPA-Debbie Perkins
 - i. Rx for Oklahoma Customer Satisfaction Surveys
 7. RSVP-Wanda Gray
 - i. Enrollment and Hours Report
 - ii. Station & Current Projects Report

- iii. United Way kickoff/participation & Upcoming Events
- 8. Transit-Erica Pogue

14. Adjourn

Mission Statement

INCA Community Service, Inc. shall operate programs to alleviate the causes of poverty and enhance the public health and welfare by opening to everyone the opportunity to work, have safe and affordable housing, transportation, training and education, and the opportunity to live in decency and dignity.

Vision Statement

The opportunity exists for our communities and citizens to maintain dignity, a quality lifestyle, be self-sufficient and to benefit from a more productive, responsible and economically stable society.