

INCA Community Services Succession Plans



Effective: May 2023

EXECUTIVE DIRECTOR SUCCESSION PLAN

If Erica **Pogue** is no longer serving as Executive Director, the program directors will be responsible for their programs and the oversight of the agency will appoint LaQuita Thornley as an Interim Director until the board approves a new Executive Director.

Should the standing appointee be unable to serve the next in line will be:

Name: JoAnn Barnes

Title: Finance Director

KEY PERSONNEL SUCCESSION PLAN

Head Start Director

If **Kathy Castleberry** is no longer serving as Head Start Director, **Erica Pogue**, Executive Director will be responsible for the oversight of the program until the Board appoints an interim or new Head Start Director. The Executive Director may appoint staff to assist with the successful administration of the program. Those individuals are:

Name: Amanda Cramer

Title: Family Engagement Manager/Administrative Assistance

Name: Lori Thurman

Title: Education Manager

DDSD RAVE Director

If **Kristy Mobbs** is no longer serving as the DDSD RAVE Director, **Erica Pogue**, Executive Director will be responsible for the oversight of the program until a new director is appointed. The Executive Director may appoint an Acting Director or appointees given additional duties to assist with the successful administration of the program. Those individuals are:

Name: Melissa Lackey

Title: Program Coordinator

Name: Genea Shatto

Title: DLS

JAMM Transit Director

If **Erica Pogue** is no longer serving as the JAMM Director, the following individuals will administer the program:

Name: LaQuita Thornely

Title: Strategic Advisor

Name: Carrie Spicer

Title: Murray County Route Supervisor

Housing Administrator

If **Erica Pogue** is no longer serving as the director of Housing the following individuals will administer the program:

Name: Jana Thompson

Title: Route Supervisor and Community Service Manager

Name: LaQuita Thornley

Title: Strategic Advisor

Community Services Program Director

If **Wanda Gray** is no longer serving as the director over Community Services, **Erica Pogue**, Executive Director will be responsible for the oversight of the program until a new director is appointed. The Executive Director may appoint an Acting Director or appointees given additional duties to assist with the successful administration of the program. The individual is:

Name: Amber Freeman

Title: Associate Director

Human Resource Manager

If the Human Resource Manager is no longer serving as the manager over Human Resources, Erica Pogue, Executive Director will be responsible for the oversight of the program until a new manager is appointed. The Executive Director may appoint staff to assist with the successful administration of the program. The individuals are:

Name: JoAnn Barnes

Title: Finance Director

Name: LaQuita Thornley

Title: Strategic Advisor

RSVP Director

If **Shawna Latham** is no longer serving as the director over RSVP, **Erica Pogue**, Executive Director will be responsible for the oversight of the program until a new director is appointed. The Executive Director may appoint an Acting Director or appointees given additional duties to assist with the successful administration of the program. The individuals are:

Name: Amber Freeman

Title: Associate Director

Name: Wanda Gray

Title: Community Service Director

Finance Director

If **JoAnn Barnes** is no longer serving as the Finance Director, **Erica Pogue**, Executive Director will be responsible for the oversight of the program until a new director is appointed. **Lowell Wright**, Fiscal Consultant will assist with ensuring the successful administration of the agency's financial status. The Executive Director may appoint staff to assist with the successful administration of the program. The individuals are:

Name: Angella Brooks

Title: Assistant Bookkeeper

The Emergency Succession Plan and all supporting documents will be updated, reviewed and approved by the Board of Directors annually.