

## **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 November 28, 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- October 31, 2016 Board Minutes
4. Consideration/possible action- October 31, 2016 Financial Report
5. Consideration/possible action – Letter on election results for the Atoka County Low Income Board Member – Victor Cook
6. Consideration/possible action – Contract # 16539 ESG 15 – Budget Modification/Revision
7. Consideration/possible action – Department of Human Services (DHS) Low Income Housing Energy Assistance Program (LIHEAP) Weatherization Budget in the amount of \$57,200.00
8. Consideration/possible action –INCA’s Board of Directors, Board of Directors Finance and Community Housing Development Organization (CHDO) meetings for 2017.
9. Consideration/possible action – INCA Community Services Holidays for 2017
10. Presentation: JAMM Transportation – Erica Pogue, Transit Operations Director
11. 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. December Board Meeting will be held on Tuesday, December 27, 2016
  2. Human Resource-Brenna Moore
  3. Community Services, Housing and Weatherization, RX Oklahoma- Navigator - MIPPA – Dana Trent
    - i. The Oklahoma Department of Commerce (ODOC) Award letter for Department of Human Services (DHS) Low Income Housing Energy Assistance Program (LIHEAP) Weatherization
    - ii. USDA Monitoring Clearance Letter
  4. Head Start-Kathy Castleberry
  5. RAVE-Kristy Mobbs
  6. RSVP-Wanda Gray
  7. Transit-Erica Pogue
    - i. JAMM Transit Customer Satisfaction Surveys
12. 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.