

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 August 21, 2017 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 Revision

1. Call Meeting to Order
2. Establishment of Quorum
3. Consideration/possible action- July 31, 2017 Board Minutes
4. Consideration/possible action- July 31, 2017 Financial Report
5. Consideration/possible action – Johnston County Low Income Board Representative – LaToya Davis
6. Consideration/possible action - Appointment of Vicky Luster to the RSVP Advisory Council representing Johnston County
7. Consideration/possible action – Community Service Block Grant (CSBG) 4th Allocation Budget Revision
8. Consideration/possible action – 2016 Community Service Block Grant (CSBG) Budget Revision
9. Consideration/possible action – Rx for Oklahoma Budget in the amount of \$9,705.11
10. Consideration/possible action – Department of Energy Weatherization Budget Modification/Revision in the amount of \$51,926.00
11. Consideration/possible action – Department of Human Services (DHS) Low Income Housing Energy Assistance (LIHEAP) Budget Revision
12. Consideration/possible action – Retired Senior Volunteer Program Wal-Mart Foundation Grant in the amount of \$58,175.00
13. Consideration/possible action – INCA Organizational Chart
14. Consideration/possible action – Policy and Procedures
 - Applicant Appeals Policy
 - Impasse Procedure
15. Board Governance and Accountability
 - Board self-Evaluation
16. Program Highlight
 - Housing/Weatherization

17. Program Reports – Informative no action needed

1. LaQuita Thornley
 - i. National Performance Indicators and CAPTAIN CSBG Demographic Report
 - ii. Letter from the Oklahoma Department of Commerce (ODOC) regarding CSBG 4th Allocation
 - iii. Oklahoma Income Tax Form 990
 - iv. Mutual of Oklahoma 401(k) Retirement Plan
 - v. The Oklahoma Department of Commerce (ODOC) Community Service Block Grant (CSBG) Monitoring October 31 through November 3 and November 7 through November 9, 2017
2. Brenna Moore – Staffing
3. Erica Pogue – JAMM Transit Report
4. Kathy Castleberry – Head Start Report
5. Wanda Gray – RSVP Report
 - i. United Way grant award letter
 - ii. Corporation for National and Community Service (CNCS) award letter
6. Dana Trent – Community Service Report
 - i. Housing /Weatherization Customer Satisfaction Surveys
 - ii. Award letter from the Oklahoma Department of Commerce (ODOC) for Department of Energy (DOE) funds
7. Kristy Mobbs – RAVE
 - i. Letter from the Oklahoma Department of Human Services (DHS) Developmental Disabilities Services (DDS) Quality Assurance Unit – Evaluation of Agency Performance
8. Amber Freeman – Communication/Strategic Plan Report

18. 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.