

# INCA COMMUNITY SERVICES, INC.

## Board of Directors Agenda

**May 22, 2023 - 5:30 P.M.**

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

## AGENDA

1. Call Meeting to Order
2. Establish Quorum
3. Program Highlight/Customer Satisfaction Report: VITA
4. Consideration/Possible Action: Acceptance of Chris Duroy as Marshall County Public Board Member
5. Consideration/Possible Action: Vice Chair Election
6. Consideration/Possible Action: Resignation of Miranda Russel as Marshall County, Low Income Sector.
7. Consideration/Possible Action: Resignation of Veronica Labrada as Atoka County, Low Income Sector.
8. Consideration/Possible Action: Acceptance of Board of Directors - Committees Roster - 2023
9. Consideration/Possible Action: Acceptance of April 24, 2023 Board Minutes
10. Consideration/Possible Action: Acceptance of Financial Report for April 2023
11. Consideration/Possible Action: Succession Plan
12. Consideration/Possible Action: ESG 22 Line Item Budget Revision
13. Consideration/Possible Action: CSBG 2nd Allocation - \$122,539.00
14. Consideration/Possible Action: Permission to Apply Tax Counseling for Elderly
15. Consideration/Possible Action Policies and Procedures:
  1. Medical Benefits Policy

16. Consideration/Possible Action: Change in Check Signers - AmeriState
  1. Remove Amber Freeman and LaQuita Thornley
  2. Add Amanda Cramer and Wanda Gray
17. Training: Community Relations
  1. How to be an effective ambassador to the community
  2. Promoting INCA's mission and its program
  3. Promote cooperative action with other organizations
18. Program Reports:
  1. Shawna Latham: RSVP Report
  2. Amber Freeman: Communication/Planning
    - a. ROMA
    - b. Social Media/Communications
  3. Kathy Castleberry: Head Start/Early Head Start Report
    - a. CACFP Reports for April 2023
  4. Wanda Gray: Community Services Report
    - a. CSBG 2nd Allocation
  5. Kristy Mobbs: RAVE Report
  6. Erica Pogue: JAMM Transit/Housing/Human Resources
    - a. Staffing Report
    - b. Housing Report
    - c. JAMM Transit
      - i. ODOT Acceptance of Title VI Plan
      - ii. DBE Matters and Achievement
19. Adjourn: Next Meeting: June 26, 2023
  1. Planning Committee Meeting