



Agenda

Monday, January 28th, 2019

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 January 28th, 2018, at 5:00 p.m. at INCA Community Services, Inc. Oklahoma. This is a dinner meeting.

1. Call Meeting to Order
2. Establishment of Quorum
3. Consideration/Possible Action: Acceptance of Tara Huddleston as Atoka County Selected Board Member
4. Consideration/Possible Action: Acceptance of T.J. Clements as Johnston County Appointed Board Member
5. Consideration/Possible Action: Acceptance of Shane Tomlinson as Atoka County Appointed Board Member
6. Consideration/Possible Action: Acceptance of November 26th Board Minutes
7. Consideration/Possible Action: Approval of Financial Report for November and December 2018.
8. Consideration/Possible Action: Agency Wide Budget
9. Consideration/Possible Action: State Mileage Rate to \$0.50
10. Consideration/Possible Action: Permission to apply for OKACAA & ODOC funding to assist VITA- \$ 6,337.00
11. Consideration/Possible Action: Removing Roy Wayne Blevins authority to sign checks

12. Consideration/Possible Action RSVP to apply Dollar General PACT Literacy Grant-\$15000
13. Consideration/Possible Action RSVP to apply Keep Oklahoma Beautiful Grant-\$2200
14. Consideration/Possible Action: Head Start/Early Head Start COLA 1.77% increase
15. Consideration/Possible Action: Computer/Internet/Email Policy/Barracuda Filter
16. Consideration/Possible Action: Tobacco and Vape Free Environment
17. Consideration/Possible Action: Record Retention Schedule (update)
18. Consideration/Possible Action: Community Needs Assessment: Approval to Prioritize Top Needs
19. Presentation: Agency Wide Customer Satisfaction Survey Results
20. Training: Board Officers & Committee Member Responsibilities
21. Program Reports: Informative no action needed
 - a. LaQuita Thornley: Program Reports
 - i. Plan of Action for Board Self- Assessment
 - b. Brenna Moore: Staffing Report
 - i. Workers Compensation Experience Rating
 - c. Amber Freeman: Communication/Strategic Plan/ROMA Report
 - d. Erica Pogue: JAMM Transit and Housing Report
 - i. DBE Matters and Achievement
 - ii. Housing Monitoring Report
 - e. Kathy Castleberry: Head Start/Early Head Start Report
 - f. Wanda Gray: RSVP Report
 - g. Kristy Mobbs: RAVE
 - i. 2019 Audit survey findings: Child Placing & DDSD
22. Next Meeting: February 25th
 - a. Election of Officers
 - b. CHDO Meeting

17. Adjournment