

INCA COMMUNITY SERVICES, INC.

Board of Directors Agenda

January 27th, 2020

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

AGENDA

1. Call Meeting to Order
2. Establish Quorum
3. Consideration/Possible Action: Resignation of Betty Stephens, Murray County Public Representative
4. Consideration/Possible Action: Acceptance of Murray County Public
5. Consideration/Possible Action: Acceptance of Murray County Private
6. Consideration/Possible Action: Acceptance of Royce Bartee as Marshall County Low Income Member
8. Consideration/Possible Action: Acceptance of November 18, 2019 Board Minutes
9. Consideration/Possible Action: Financial Report for November 2019 & December 2019
10. Consideration/Possible Action: Approval of the IRS Mileage Rate
11. Consideration/Possible Action: Approval of the OADP Budget- \$6,805
12. Consideration/Possible Action: Approval of the Agency Wide Budget
13. Board Training: Roles & Responsibilities/Officers & Committee Member Responsibilities

14. Consideration/Possible Action:
 - Approval of the Fair Housing Resolutions:
 - ESG, USDA, OHFA
 - Approval of the Fair Housing Proclamation- INCA & INCA, LLC
 - Approval of the Housing Tenant Participation Plan
 - Approval of the Affirmative Fair Housing Marketing Plan and Resolution
 - Approval of the Community Services Utilization Minority Business Plan Resolution
 - Approval of the Housing Conflict of Interest Grievance Procedures
 - Approval of the CHDO Conflict of Interest Affidavit
15. Consideration/Possible Action: Permission to apply for Section 5339(a) FTA funding -
16. Consideration/Possible Action: Permission to apply for United Way funding/RSVP in the amount of \$25,000
17. Consideration/Possible Action: Permission to apply for Dollar General Adult Literacy Grant funding/RSVP in the amount of \$10,000
18. Consideration/Possible Action: Permission to apply for the Disabled Veteran of North America for \$25,000
19. Consideration Possible Action: Policies
 - A. Computer/Internet/Email Policy
20. Presentation: Agency Wide Customer Satisfaction Survey Results
21. Program Reports: Informative; no action needed
 - A. LaQuita Thornley: Program Reports
 - B. Teri Scroggins: Human Resources
 - a. Staffing Report
 - C. Amber Freeman: Communication/Strategic Plan
 - a. ROMA Report

D. Erica Pogue: JAMM Transit and Housing Report

a. DBE Matters and Achievement

b. JAMM Journal

c. 20th Year Anniversary

E. Kathy Castleberry: Head Start/Early Head Start

a.

F. Wanda Gray: RSVP Report

G. Kristy Mobbs: RAVE Report

22. Next Meeting: February 24th

23. Adjourn