

# INCA COMMUNITY SERVICES, INC.

## Board of Directors Agenda

November 18th, 2019

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: December Meeting
4. Consideration/Possible Action: Acceptance of Victor Cook as Atoka County Low Income Elected Representative
5. Consideration/Possible Action: Acceptance of Chris Duroy as Marshall County Public Appointed Representative
6. Consideration/Possible Action: Acceptance of October 30, 2019 Board Minutes
7. Consideration/Possible Action: Financial Report for October 2019
8. Consideration/Possible Action: Permission to Apply-JAMM 5311
9. Annual Review of the 401K Plan
10. Consideration/Possible Action: Affirmative Action Plan
11. Consideration/Possible Action: Policies and Procedures
  - A. Sexual Harassment Policy
12. Consideration/Possible Action: Board Meeting Calendar for 2020
  - A. CHDO Calendar for 2020
13. Consideration/Possible Action: Agency Holiday Calendar

14. Program Highlight: JAMM Transit Annual Report
15. Presentation: JAMM Transit Customer Satisfaction Results
16. 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. Close Out Letter for 2019 Home Monitoring Contract #1158-07 and #1541-16
    - c. JAMM Journal
    - d. 20th Year Anniversary
  - E. Kathy Castleberry: Head Start/Early Head Start
  - F. Wanda Gray: RSVP Report
  - G. Kristy Mobbs: RAVE Report
18. Next Meeting: December 16th (if needed) or January 27th (upon approval)
19. Adjourn