

INCA COMMUNITY SERVICES, INC.

Board of Directors Agenda
October 24, 2022 - 5:00 P.M.
202 S. Capitol, P.O. Box 68
Tishomingo, Oklahoma 73460
580-371-2352

Special Meeting **AGENDA**

1. Call Meeting to Order
2. Establish Quorum
3. Consideration/Possible Action: Acceptance of September 26, 2022 Board Minutes.
4. Consideration/Possible Action: Acceptance of revised minutes from April 25, 2022
5. Consideration/ Possible Action: Acceptance of Financial Report for August 2022.
6. Consideration/Possible Action: 401(k) draft audit
7. Consideration/Possible Action: RAVE Rate Increases
 - a. RAVE Salary Scale
 - b. RAVE Reimbursement/Mileage Rate
 - c. RAVE Agency Comparison Contracts
8. Consideration/Possible Action: Head Start Annual Report and Customer Satisfaction Surveys
9. Consideration/Possible Action: Risk Assessment
10. Consideration/Possible Action: Cost Allocation Plan

11. Presentation of Goal Achievement and Outcomes
 - a. Mid-Year ROMA Outcomes Report with Logic Models
 - b. Community Action Plan(CAP) Update
 - c. Strategic Plan Update
12. Training: Building Financial Support
13. Consideration/Possible Action: Policies and Job Descriptions
 - a. Affirmative Action Plan
 - b. Head Start Tuition Assistance Policy
 - c. Job Description Update - Head Start Compliance Officer
14. Program Highlight/Customer Satisfaction Report: JAMM Transit
15. Program Reports:
 - a. Chris DeRoy: Search Committee Report
 - b. LaQuita Thornley: Program Reports
 - i. CSBG Monitoring
 - c. Erica Pogue: JAMM Transit/Human Resources
 - i. Staffing Report
 - ii. DBE Matters and Achievement
 - iii. Health Choice Insurance will increase (\$24.38) beginning January 1, 2023
 - d. Amber Freeman: Communication/Planning
 - i. ROMA
 - ii. Social Media/Communications
 - e. Kathy Castleberry: Head Start/Early Head Start Report
 - i. ACF-IM-HS-22-07 - Reporting Child Health and Safety Incidents
 - ii. CACFP Report
 - f. Kristy Mobbs: RAVE Report
 - i. Child Placing Audit Results - October 5, 2022
 - ii. DDSD Resurvey - October 25, 2022
 - g. Shawna Latham: RSVP Report
16. Adjourn: Next Meeting: November 28.
 - a. Finance Committee Meeting

