

# **INCA COMMUNITY SERVICES, INC.**

## **Board of Directors Agenda September 26, 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 August 29, 2022 Board Minutes
4. Consideration/ Possible Action: Acceptance of Roy Wayne Blevins as the Johnston County Public Board Member.
5. Consideration/Possible Action: Acceptance of Financial Report for August 2022
6. Consideration/Possible Action: Executive Committee's Recommendations for Hiring of Executive Director
7. Consideration/Possible Action: Acceptance of Organization-Wide Strategic Plan
  - a. Family level goals
  - b. Agency level goals
  - c. Community level goals
8. Consideration/Possible Action: INCA IRS 990
9. Consideration/Possible Action: CSBG 2022 additional funds of \$1,356.00
10. Consideration/Possible Action: Acceptance of Partnership List Update.

11. Training: Governance and Oversight
  - a. Bylaws - received by Board.
  - b. Open Meeting Laws and Legal Update
12. Consideration/Possible Action: Policies and Job Descriptions
  - a. Workshop Slot Clients
  - b. Route Supervisor and Community Specialist
  - c. D.E.I. Support
13. Program Highlight: Head Start/ Early Head Start
  - a. Dollar Per Child Fundraiser Dinner
14. Program Reports:
  - a. LaQuita Thornley: Program Reports
  - b. Erica Pogue: JAMM Transit/Human Resources
    - i. Staffing Report
    - ii. DBE Matters and Achievement
  - c. Amber Freeman: Communication/Strategic Plan
    - i. Strategic Plan Update
    - ii. CAP Plan-Progress Report on Goal Achievement
  - d. Kathy Castleberry: Head Start/Early Head Start Report
    - i. ACF-IM-HS-22-05 Guidance for Use of Funds Appropriated in the American Rescue Plan Act of 2021
    - ii. CACFP Report
  - e. Kristy Mobbs: RAVE Report
    - i. Child Placing Audit - October 5, 2022
  - f. Shawna Latham: RSVP Report
15. Adjourn: Next Meeting: October 24th.
  - a. Human Rights Committee Meeting
  - b. Community Housing Development Organization Meetings