

## **INCA Community Services, Inc.**

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 April 24, 2017 at 5:00 p.m. at INCA Community Services, INCA HEAD START TRAINING CENTER, 109 South Capitol, Tishomingo, Oklahoma. This is a dinner meeting.

### **AGENDA**

1. Call Meeting to Order
2. Establishment of Quorum
3. Consideration/possible action- March 27, 2017 Board Minutes
4. Consideration/possible action- March 31, 2017 Financial Report
5. Program Highlight – Wanda Gray
  - Retired Senior Volunteer Program
6. Consideration/possible action – 2017 Emergency Solutions Grant (ESG) in the amount of \$100,000.00
7. Consideration/possible action – 2017 Department of Energy (DOE) Weatherization in the amount of \$29,317.80
8. Consideration/possible action – Job Descriptions – RAVE Program
9. Consideration/possible action – Release of Mortgage Contract #1348 HOME 10 – Johnston County
  - Emmanuel and Leota Lamas
  - Gentry Trent
  - Christie Morse
  - Margie Ferguson
  - Brenda Harris
10. Overview of Organization
  - Organizational Chart
11. Program Reports – Informative no action needed
  1. LaQuita Thornley
    - i. National Performance Indicators and CAPTAIN CSBG Demographic Report
  2. Brenna Moore – Staffing
  3. Erica Pogue – JAMM Transit Report
    - i. State of Oklahoma Aging Services Division
  4. Kathy Castleberry – Head Start Report
    - i. Post Lap D
  5. Wanda Gray – RSVP Report
  6. Dana Trent – Community Service Report
    - i. Housing and Weatherization
      - Risk Assessment for DOE WAP 2017 Contract
    - ii. RX Oklahoma- Navigator - MIPPA – Dana Trent
    - iii. Volunteer Income Tax Sites Information

7. Kristy Mobbs - RAVE

12. Adjourn to Executive Session - Executive Director Evaluation

13. Reconvene To General Meeting – Possible Action – Executive Director Evaluation

14. Comments

15. Adjourn

#### Mission Statement

INCA Community Service, Inc. shall operate programs to alleviate the causes of poverty and enhance the public health and welfare by opening to everyone the opportunity to work, have safe and affordable housing, transportation, training and education, and the opportunity to live in decency and dignity.

#### Vision Statement

The opportunity exists for our communities and citizens to maintain dignity, a quality lifestyle, be self-sufficient and to benefit from a more productive, responsible and economically stable society.