

Helping People. Changing Lives.

Growing Strong Communities.



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 September 24th, 2018, at 5:00 p.m. at INCA Community Services,, Oklahoma. This is a dinner meeting.

AGENDA

Monday, September 24th

1. Call Meeting to Order
2. Establishment of Quorum
3. Consideration/Possible Action - Acceptance of Jena Newman as Marshall County Private Sector Board Member
4. Consideration/Possible Action - Acceptance of August 20th Board Minutes
5. Consideration/Possible Action - Approval of Financial Report for August 31st, 2018
6. Consideration/Possible Action - Approval of CSBG 2017 Budget Revision
7. Consideration/Possible Action - Approval of Emergency Solution Grant FY 2017 Budget Revision
8. Consideration/Possible Action - Request to Apply for Head Start/Early Head Start Continuation Grant for \$2,287,432.00
9. Consideration/Possible Action - Head Start Coordination Program Grant for \$2,100.00
10. Consideration/Possible Action - Policies & Procedures
 - a. Head Start Safety, Health, Nutrition, Family & Community Engagement, Education & Child Development, Human Resources and Governance
11. Consideration/Possible Action - JAMM Transit Salary Scales
12. Consideration/Possible Action - Authorizing Resolution - FTA Access and Mobility Partnership Grant

13. Consideration/Possible Action - CAPTAIN contract renewal- \$5,647.06
14. Consideration/Possible Action - New job description: HTS IV (Total Care)
15. Consideration/Possible Action - RAVE salary range to reflect HTS IV
16. Consideration/Possible Action - RAVE HTS III Job Description update
17. Presentation of 2017 - 2018 Head Start Program Performance Report (PIR)
18. Presentation of Risk Assessment
19. Update Strategic Plan
20. Update 2018 CAP Plan
21. Board Training
 - a. Accountability/Self-Evaluations
 - b. Fund Development
 - i. Long Range Commitment of Resources
 - ii. Building Financial Support
22. Program Highlight- Rx for Oklahoma, MIPPA and Navigator
 - a. Customer Satisfaction Survey Results
23. Program Reports – Informative no action needed
 - a. LaQuita Thornley - Program Reports
 - i. ODOC Monitoring Visit Letter- Regarding Contracts 16882 CSBG 17, 16990 CSBG 17, 16929 CAA 18, SAF/CAA- HS 18, 16901 DOE 17 and 17109 DHS 17
 - b. Brenna Moore – Staffing Report
 - c. Amber Freeman – Communication/Strategic Plan Report
 - d. Erica Pogue – JAMM Transit and Housing Report
 - i. DBE Matters and Achievement
 - e. Kathy Castleberry – Head Start/Early Head Start Report
 - f. Wanda Gray – RSVP Report
 - g. Kristy Mobbs – RAVE
 - i. New rate increases effective July 1, 2018 announced August 22nd
 - ii. New contract for Non-Fed Med
24. Announcements-
 - a. The next Board Meeting is October 29th
 - b. Finance Committee will meet at 4:00 pm on the 29th
25. Adjourn