

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 July 30th, 2018 at 5:00 p.m. at INCA Community Services Training Center, 109 South Capital, Tishomingo, OK. This is a dinner meeting.

JULY 2018

1. Call Meeting to Order
2. Establishment of Quorum
3. Consideration/Possible Action - June 25th, 2018 Board Minutes
4. Consideration/Possible Action- Approval of Oma Dell Burns as the Johnston County Public member
5. Consideration/Possible Action - June 30th, 2018 Financial Report
6. Consideration/Possible Action - INCA IRS 990
7. Consideration/Possible Action - SAF CSBG \$7,000
8. Consideration/Possible Action - SAF Head Start \$44,966
9. Consideration/Possible Action - Navigator Budget Revision
10. Consideration/Possible Action - RSVP Budget Revision
11. Consideration/Possible Action - RSVP grant application to AmerisourceBergen
12. Consideration/Possible Action - RSVP Advisory Council Appointment Janet Hatton
13. Consideration/Possible Action - Policies and Procedures

- a. Personnel Policies and Procedures
 - i. Holiday Policy (revision)
 - ii. Health Insurance Benefits Policy
 - iii. Voting Leave Policy
 - iv. Title VI - Civil Rights
- b. Head Start Policies and Procedures

14. Board Training

- a. Open Meeting Laws and Legal Update
- b. Bylaws
- c. ROMA

15. Program Highlight - RAVE

- a. Customer Satisfaction Survey Results

16. Program Reports – Informative no action needed

- a. LaQuita Thornley – Program Reports
- b. Brenna Moore – Staffing Report
- c. Amber Freeman – Communication/Strategic Plan Report
 - i. VITA - Customer Satisfaction Results
- 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
 - i. Customer Satisfaction Survey Results
 - ii. United Way grant update
- g. Kristy Mobbs – RAVE
 - i. Customer Satisfaction Survey Results
 - ii. DDS Quality Assurance Audit Corrections FY18 Resurvey

17. Announcements

- a. Next meeting is on Monday, August 20th

18. 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.*