

INCA COMMUNITY SERVICES, INC.

Board of Directors Agenda

June 24th, 2019

202 S. Capitol, P.O. Box 68
Tishomingo, Oklahoma 73460
580-371-2352

AGENDA

1. Call Meeting to Order
2. Establishment of Quorum
3. Consideration/Possible Action: Acceptance of the May 28th Board Minutes
4. Consideration/Possible Action: Financial Report for May 2019
5. Consideration/Possible Action: DHS/LIHEAP 2018 Budget Revision
6. Consideration/Possible Action: CSBG 2018 Budget Revision
7. Consideration/Possible Action: JAMM Transit permission to apply for the Revolving Fund (state)
8. Consideration/Possible Action: SAF-HS/SAF CAA permission to apply
9. Consideration/Possible Action: Job Description:
 - a. Head Start Health Service Manager
 - b. Head Start Education Manager
 - c. Health Services Compliance Officer
 - d. Corporate Secretary/Office Manager/CACFP Manager
10. Training: Result Oriented Management and Accountability: ROMA
11. Customer Satisfaction Survey Results: Head Start

12. Program Highlight: Rx for Oklahoma, MIPPA & Navigator
13. Program Reports: Informative, no action needed
 - a. LaQuita Thornley: Program Reports
 - i. ODOC Monitoring will be July 30th to August 9
 - ii. Audit Rescheduled to week of July 15th
 - iii. ESG Monitoring- July 23rd
 - b. Teri Scroggins: Human Resources
 - i. Staffing Report
 - c. Amber Freeman: Communication/Strategic Plan
 - i. ROMA Report
 - d. Erica Pogue: JAMM Transit and Housing Report
 - i. DBE Matters and Achievement
 - ii. JAMM Journal
 - iii. 20th Year Anniversary
 - e. Kathy Castleberry: Head Start/Early Head Start Report
 - f. Wanda Gray: RSVP Report
 - i. Received Opioid Prevention Grant
 - g. Kristy Mobbs: RAVE Report
 - i. Child Placing Audit - Rescheduled to June 14th, results included
14. Next Meeting: July 29th
 - a. Finance Committee Meeting