

# INCA COMMUNITY SERVICES, INC.

## Board of Directors Agenda

**September 30, 2019**

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

## AGENDA

1. Call Meeting to Order
2. Establish Quorum
3. Consideration/Possible Action: Acceptance of August 19, 2019 Board Minutes
4. Consideration/Possible Action: Financial Report for August 2019
5. Consideration/Possible Action: Agency Audit
6. Consideration/Possible Action: CSBG 18 Budget Revision
7. Consideration/Possible Action: Head Start DRS Application for \$2,387,099
8. Consideration/Possible Action: Head Start Continuation Grant 2020 for \$2,387,099
9. Training: Fund Development- Building Financial Support
10. Consideration/Possible Action: Head Start/Early Head Start Starting Salary Scale Increase
11. Consideration/Possible Action: JAMM Transit Starting Salary Scale Increase
12. Consideration/Possible Action: Job Descriptions
  - A. Center Supervisor- Oakland
13. Consideration/Possible Action: Partnership Contract with KIBOIS on Rx for Oklahoma Prescription Drug Program for \$8,527.54

14. Customer Satisfaction Results: Housing & Weatherization
15. Board of Directors Self Evaluation Results
16. Program Reports: Informative, no action needed
  - A. LaQuita Thornley: Program Reports
    - a. Monitoring Close Out Letter
  - B. Teri Scroggins: Human Resources
    - a. Staffing Report
  - C. Amber Freeman: Communication/Strategic Plan
    - a. ROMA Report
  - D. Erica Pogue: JAMM Transit and Housing Report
    - a. DBE Matters and Achievement
    - b. ESG Report Letter
    - c. JAMM Journal
    - d. 20th Year Anniversary
  - E. Kathy Castleberry: Head Start/Early Head Start
  - F. Wanda Gray: RSVP Report
  - G. Kristy Mobbs: RAVE Report
    - a. Performance Survey Notification
17. Next Meeting: October 28th
18. Adjourn