

INCA COMMUNITY SERVICES, INC.

Board of Directors Agenda
June 24, 2024 - 5:30 P.M.
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 Rolanda Rogers as Private Sector Board Member for Murray County
4. Training: Results Oriented Management and Accountability (ROMA)
5. Presentation: Community Needs Assessment (CNA)
6. Consideration/Possible Action: Acceptance of Board Minutes for May 20, 2024
7. Consideration/Possible Action: Acceptance of Financial Report for May 31, 2024
8. Consideration/Possible Action: INCA 990 FY January 31, 2024
9. Consideration/Possible Action: CSBG Budget Revision
10. Consideration/Possible Action: Permission to Apply JAMM Revolving Fund (State)
11. Consideration/Possible Action: HS/EHS Salary Scale
12. Consideration/Possible Action: Permission to Apply SAF-HS/SAF-CAA (State)
13. Consideration/Possible Action:
 1. Closing Head Start Center - Caney
 2. Conversion EHS - Davis
 3. Conversion EHS - Oakland
 4. Opening/Conversion EHS - Atoka
14. Consideration/Possible Action: Permission to Apply HS/EHS One-time Program Improvement Funding
15. Review: Policies and Procedures
 1. Head Start Policy - Exclusion
 2. Holiday Policy

16. Consideration/Possible Action: Job Descriptions:
 1. Program Assistant (Floater) for RAVE
 2. Human Resource Manager
17. Consideration/Possible Action: RAVE 2024 - 2025 Budget
18. Consideration/Possible Action: RAVE Salary Scale
19. Consideration/Possible Action: RAVE Agency Companion Salary Scale
20. Consideration/Possible Action: Authorization to seek proposals to build a building for RAVE Program
21. Program Reports:
 1. Wanda Gray: RSVP Report
 - a. United Way Approved Allocations
 2. Wanda Gray: Community Service Report
 - a. Letter from VA Center
 3. Amanda Cramer: Head Start/Early Head Start Report
 - b. CACFP
 4. Kristy Mobbs: RAVE Report
 - a. Possible rate increases
 - b. Client updates
 5. Shelley Prince: Human Resource Update
 - a. Staffing Report
 6. Erica Pogue: JAMM Transit/Housing/CSBG
 - a. Housing Report
 - b. JAMM Transit
21. Adjourn Next Meeting: July 29, 2024