



Board Meeting

February 26, 2024

202 S. Capitol, P.O. Box 68

Tishomingo, OK 73460

(580) 371-2352

Acting Chair, Roy Wayne Blevins called the meeting to order at 5:30 p.m.

Acting Chair, Roy Wayne Blevins asked for a roll call vote to establish a quorum.

Present: Jena Newman, LaToya Davis, Oma Dell Burns, Marvin Wallace, Roy Wayne Blevins, Rolanda Rogers, Greg Davidson, and Jackie Matthews.

Absent: Tara Huddleston, Chris Duroy, Jesse Dunlap, and Kent McKinley.

Staff Present: Erica Pogue, Shelley Prince, Wanda Gray, Amanda Cramer, and Sue Ishmael.

Zoom: Consultant: Lowell Wright

Zoom: Staff: Kristy Mobbs and LaQuita Thornley

Item #3

Years of Service to the Board was tabled until the next Board Meeting on March 25, 2024.

Item #4

Executive Director, Erica Pogue presented the Code of Ethics and Confidentiality Statement/Conflict of Interest.

Item #5

Acting Chair, Roy Wayne Blevins, entertained the motion to approve the January 29, 2024 Board Minutes. LaToya Davis seconded the motion. Rolanda Rogers seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #6

Lowell Wright, Financial Consultant, presented the financial report for January 2024. The Financial Committee met prior to the meeting and reviewed the financial reports in detail. Discussion followed. Acting Chair, Roy Wayne Blevins entertained the motion to approve the financial reports. Marvin Wallace made a motion to approve. Rolanda Rogers seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #7

Executive Director Erica Pogue presented the 1st and 2nd CSBG allocation budget in the amount of \$60,534.00. Discussion was held. Acting Chair Roy Wayne Blevins entertained the motion to approve the CSBG Budget. LaToya Davis made a motion to approve. Jena Newman seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #8

Lowell Wright, Financial Consultant, presented the Cost Allocation Plan. The Financial Committee met prior to the meeting and discussed in detail the Cost Allocation Plan. The Finance Committee recommended acceptance to the board. Acting Chair, Roy Wayne Blevins entertained the motion to approve the Cost Allocation Plan. LaToya Davis made a motion to approve. Rolanda Rogers seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #9

Executive Director, Erica Pogue presented the Organizational Chart to the Board of Directors. Acting Chair, Roy Wayne Blevins entertained the motion to approve the Organizational Chart. Rolanda Rogers moved to approve. Marvin Wallace seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #10

Executive Director, Erica Pogue presented the Early Head Start Teacher job description to the Board of Directors. Acting Chair, Roy Wayne Blevins entertained the motion to approve the job description. Greg Davidson made a motion to approve. Jackie Matthews seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #11

Executive Director, Erica Pogue asked for permission to apply for JAMM 5311. Discussion was held. Acting Chair, Roy Wayne Blevins entertained a motion to approve to apply for JAMM 5311. Marvin Wallace moved to approve. LaToya Davis seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Program Reports (see Board Reports)

- Wanda Gray, RSVP Project Director, highlighted the RSVP report included in the Board Report.
- Wanda Gray, RSVP Project Director, highlighted the Community Services Report included in the Board Report.
- Amanda Cramer, Head Start/Early Head Start Director, highlighted the Head Start/ Early Head Start Reports in the Board.
- Kristy Mobbs, RAVE Director, highlighted the The RAVE reports in the Board Report.
- Shelley Prince, Human Resource Assistant, highlighted the Human Resource Reports.
- Erica Pogue, Executive Director, highlighted JAMM Transit/ Housing/ CSBG reports in the Board Report.

Acting Chair, Roy Wayne Blevins called for adjournment. All in favor.


Tara Huddleston, Chairperson

3/25/24
Date

Reports & Handouts included in the Board Packet:

- Code of Ethics and Confidentiality Statement/Conflict of Interest
- January 29, 2024 Board Minutes
- January 2024 Financials
- CSBG Budget
- Cost Allocation Plan
- Articles of Incorporation
- Early Head Start Teacher Job Description
- Permission to apply JAMM 5311
- Program Reports