



**Board of Directors Agenda - Special**  
**February 2, 2026 - 5:30 p.m.**  
109 S. Capitol, PO Box 68, Tishomingo, OK 73460  
580-371-2352

1. Call Meeting to Order
2. Establish Quorum  
Consideration/Possible Action: Approval of Murray County Low-Income Board Member - Amy Lovett
3. Program Highlight: Holiday Projects
4. Customer Satisfaction Survey Results: Agency
5. Customer Satisfaction Survey Results: Housing
6. Training: Board Roles and Responsibilities
7. Training: Officers and Committee Member Responsibilities
  1. Review Committee List
8. Consideration/Possible Action: Approval of Board Committees
9. Consideration/Possible Action: Acceptance of Board Minutes for November 24, 2025
10. Consideration/Possible Action: Acceptance of Financial Reports:
  1. November 30, 2025
  2. December 31, 2025
11. Consideration/Possible Action: 990
12. Consideration/Possible Action: Certificate of Good Standing from the State of Oklahoma
13. Consideration/Possible Action: Articles of Incorporation
14. Consideration/Possible Action: IRS Mileage Rate Increase to \$0.725
15. Consideration/Possible Action: Agency-Wide Budget
16. Consideration/Possible Action: CSBG 2026 1st Allocation in the amount of \$53,462.00
17. Consideration/Possible Action: Permission to Apply - United Way in the amount of \$45,000
18. Consideration/Possible Action: JAMM Salary Scale  
Consideration/Possible Action: Organizational Chart
19. Consideration/Possible Action: Job Descriptions
  1. RAVE Program Coordinator Assistant Job Description
  2. Atoka County Dispatcher/Housing Assistant
  3. Murray County Dispatcher/Scheduling Assistant
  4. Evening/Weekend Dispatcher

20. Consideration/Possible Action: Policies and Procedures
  1. Computer/Internet/Email Policy
  2. Housing Conflict of Interest Grievance Procedures
  
21. Consideration/Possible Action: Housing
  1. Fair Housing Resolutions (ESG, USDA, OHFA)
  2. Fair Housing Proclamations (INCA and INCA LLC)
  3. Housing Tenant Participation Plan
  4. Fair Housing Marketing Plan
  5. Community Services Utilization Minority Business Plan Resolution
  6. CHDO Conflict of Interest Affidavit
  
22. Program Reports:
  1. Wanda Gray: RSVP Report/Community Service Report
  2. Amanda Cramer: Head Start/Early Head Start Report
    - a. CACFP
  3. Kristy Mobbs: RAVE Report
    - a. DDS Quality Assurance Resurvey Finding
    - b. New Building Project Update
  4. Shelley Prince: Human Resource Update
  5. Erica Pogue: JAMM Transit/Housing/CSBG
    - a. ROMA Reports
  
23. Adjourn Next Meeting: February 23, 2026  
CHDO