

Agenda

GREENWOOD COUNTY FIRST STEPS FULL PARTNERSHIP ANNUAL BOARD MEETING

5/12/22 - 6:00 PM

FY22 - Meeting #7

Call Meeting by the Board Chair, Loretta Parker

Meeting called by:

Board Chairman – Loretta Parker

Type of meeting:

Board Meeting – In Person

AGENDA TOPICS

CALL TO ORDER

LORETTA PARKER

INVOCATION

APPROVAL OF CALL MEETING (Under 48hrs)

TOPICS OF DISCUSSION

- Executive Director Resignation (Motion to Approve or Deny)
- Personnel Matters to Resolve
- Transition

ADJOURN

Special notes:

Next Board Meeting: Monday, June 6, 2022, @ 5:30 PM

Excused Absence(s): Matthew Scruggs

No Executive Director's Report

TYPES OF MOTIONS

- Main Motion:** Introduce a new item
- Subsidiary Motion:** Change or affect how to handle a main motion (vote on this before main motion)
- Privileged Motion:** Urgent or important matter unrelated to pending business
- Incidental Motion:** Questions procedure of other motions (must consider before the other motion)
- Motion to Table:** Kills a motion
- Motion to Postpone:** Delays a vote (can reopen debate on the main motion)

Greenwood County First Steps Full Partnership
Emergency Called Board Meeting
May 12, 2022 (6:00 PM)

Loretta Parker, Board Chair, conducted an in-person 'Emergency Called Board Meeting' of the GCFS Full Partnership to order at 6:00 PM, on Thursday, May 12, 2022, with an invocation by Reverend Alvin Deal. A brief agenda was distributed.

Present: Loretta Parker, Traci Baldwin, Michelle Whitaker, Carolyn McCutcheon, Alvin Deal, Jane Merrill, Cathy Miller, Bill Robinson, Shalina Durant, Rosella Quarles, Cynthia Aaron, Reginald White, Johnny Ledford, and Becky Corbin... (14 of 17 present)

Excused Absences: April Outzs, Matthew Scruggs, and Vallery Smith

Approval of Called Meeting (Less than 48 Hours): Matthew Scruggs and Vallery Smith submitted waivers to indicate no objection to the meeting. April Outzs could not be reached after many attempts. No objections were given to the called meeting. Meeting moved forward.

Becky Corbin will be taking notes and the meeting will be recorded. No objections to recording the meeting.

Executive Director Resignation:

Board Chair noted a motion would be required to determine if the resignation of Michael Gaskin, Executive Director, would be accepted or rejected. Cathy Miller motioned to accept the resignation of Michael Gaskins, Executive Director, motion seconded by Carolyn McCutcheon.

Board Member Discussion:

Cynthia Aaron noted that it had been brought to the board's attention that a member of the board had contacted Columbia. She felt this to be highly irregular and requested that the board member making contact acknowledge this contact.

Cathy Miller acknowledged that she did call and notify the Senator that the resignation had been received.

Board Chair called for a vote on the motion made to accept the resignation of Michael Gaskin. *Vote was unanimous to accept the resignation of Michael Gaskin, Executive Director.*

Board Chair noted a motion would be required to determine if the resignation date of May 31, 2022, would be accepted or rejected.

Board Member Discussion:

Are things pending that need to be taken care of at this time? The current First Step Program Coordinator will also be of support as a transition occurs.

If the board states it does not accept, then it is considered a termination.

Reginald White motioned to accept the resignation of Michael Gaskins, Executive Director, with the date of May 31, 2022, motion seconded by Johnny Ledford.

Board Chair called for a vote on the motion made to accept the resignation of Michael Gaskin, Executive Director, with the date of May 31, 2022. *Vote was unanimous to accept the resignation of Michael Gaskin, Executive Director, with the date of May 31, 2022.*

Personnel Matters:

Board Chair noted we have to address the leave time.

Jane Merrill motioned to go into Executive Session to discuss personnel matters, motion seconded by Alvin Deal. Vote was unanimous to enter Executive Session.

Entered Executive Session

Jane Merrill motioned to exit Executive Session, motion seconded by Traci Baldwin. Vote was unanimous to exit Executive Session.

Exited Executive Session

The Board has questions that need to be answered. See attached (Page 4) submission of questions to the Board Chair and Vice-Chair.

Transition:

The Board Chair noted the following regarding the hiring process:

- Has to be advertised for a set period of time. If anyone wishes to apply then they would have to resign from the board.
- The IG will help us and they help everyone all of the time to do this.
- We will advertise.
- A nominating committee will be formed. (5-7 board members) The state office will assist us in how determining these members.
- Then as applications come in we will review the applications.

Board Member Discussion:

- What if we do not have someone here when he leaves?
 - Mrs. Highley has been here for many years and she is very capable of helping us.
- Do we want to consider appointing an interim? We need guidance from the IG.
- Do we know when we can advertise?
 - Will call and ask for guidance on the questions and the process.

- I believe that all questions should go through the Board Chair or Vice-Chair.
- We still have board training. A lot of this will come out at that time. That is to be held on June 6, 2022, at 5:30.
- It is believed the IG report will be issued this week.
- Should we plan to meet again before Mr. Gaskins leaves?
- It was stated that Social Change donated many items. Do we know if any items were not donated and need to be replaced?
- Suggested Monday, May 23 for our next meeting at 6:00.
- As things are answered can we get that sent out to us?

Board Chair recapped the meeting:

We addressed:

- The leave,
- Anyone wanting to apply that is a board member must resign
- Board chair will get with the IG on our questions.
- Monday, May 23 @6:00 next board meeting and will be a virtual option.
- Monday, June 6 at 5:30 begin meeting and then go into training.

Becky Corbin motioned to adjourn, motion seconded by Reginald White. Vote was unanimous to adjourn.

Submitted by Becky Corbin,
GCFS Full Partnership Board Assistant-Secretary
March 23, 2022

Attachment:

Greenwood County First Steps

Board Meeting

Thursday, May 12, 2022 (6:00 PM)

GCFS Board requires additional information. GCFS Board Chair, Loretta Parker, and Vice-Chair, Reginald White, will seek answers and input regarding the following:

- Leave time: What is paid out to a GCFS employee upon exiting? Specifically, in relation to Mr. Gaskins.
 - What is the definition of "year" for determining the start of the year for leave time? Calendar, hire date, fiscal?

- Manley Garvin: October 7, 2013, GCFS Board approved that Mr. Gaskins would receive 28% fringe (increased from 25%) and would be retroactive to July 1, 2013, to present day. 2013 forward, it was paid at the rate of 25%.

- Seek guidance for the hiring process.
 - If we were to consider appointing an Interim Executive Director, what would be the process for this?
 - Specific protocols and process for hiring an Executive Director:
 - When can we advertise?
 - What is the set period of time for advertising?
 - It was noted that if anyone wishes to apply, then they would have to resign.
 - Nominating Committee: A nominating committee (5-7 board members) will be formed. Seek guidance from the state office as to how to determine these members if more than 5-7 members wish to be on the committee.

- It was stated that Social Change donated many items. Do we know of any items that were not donated and will need to be replaced?

Submitted to GCFS Board Chair, Loretta Parker, and Vice-Chair, Reginald White, by Assistant-Secretary, Becky Corbin, May 12, 2022 via Email at 10:30 PM.