



GREENWOOD COUNTY FIRST STEPS FULL PARTNERSHIP BOARD MEETING

12/5/22
5:30 PM
FY23 - Meeting #4

Meeting called by: Board Chairman – Loretta Parker

Location: Greenwood County First Steps Administrative Office
1402C Highway 72 W, Greenwood SC 29649

Excused Absence(s): Bill Robinson, Jody Gable, Alyson Perrin, Becky Corbin, Carolyn McCutcheon, Rosella Quarles

AGENDA TOPICS

CALL TO ORDER LORETTA PARKER

INVOCATION

ACCEPTANCE OF THE MINUTES AND AGENDA

RECOGNITION OF END OF TERM BOARD MEMBERS SANTASHA HIGHLEY

FAMILY STRENGTHENING COMMITTEE REPORT

- Program Coordinator – Jamilah Smith - Start Date: November 16, 2022
- Parent Educator – Katie Weichmann - Start Date December 1, 2022

BUDGET COMMITTEE REPORT

Need Board Approval – “Motion”

CATHY MILLER

- Carryforward Amount \$7,751.93
- Need Approval for use for Attorney and Consultant Fees

RESOURCE COMMITTEE REPORT

ALVIN DEAL

- We received a number of community donations for Christmas gifts for our families in the program
- Special thanks to Loretta Parker and the Tabernacle Baptist Church
- Linda Baylor and Community Donors
- Cynthia Arron and Community Donors
- We now an official Member of “Gifts In Kind” Center in Spartanburg

GOVERNANCE COMMITTEE REPORT

JANE MERRILL

- Attorney update

OPEN ISSUES

LORETTA PARKER

- Corrective Action Plan
- State office will be providing a Board Training on Monday, December 5, 2022
- Board Composition
5 New Members – “Motion”
- Ryan Thomas

- Sabrina Miller
- Lark Coleman
- Jessica Jacobs
- Jody Gable – Appointee – Greenwood County Library

BOARD TRAINING

DEREK CROMWELL & MARK
BARNES

Notes:

EXECUTIVE DIRECTOR REPORT

Important Dates

- December 12th – Christmas Reading and Pictures with the Grinch @ ECC, The Learning Vine, and Palmetto Christian
- December 17th – Christmas Reading and Pictures with the Grinch @ Boys and Girls Club
- December 19th -21st – Angel Tree delivery

ADJOURNMENT

**Minutes: Greenwood County First Steps Board Meeting
Monday, December 5, 2022**

Loretta Parker, Board Chair, called Meeting #4 (FY23) of the GCFS Full Partnership (in-person) to order, 5:30 PM, on Monday, December 5, 2022, with invocation by Alvin Deal. Prior to the meeting a Holiday Social was conducted for Board Members, GCFS Staff and guests, a team from the State Office of First Steps to conduct 'Board Training'. A copy of the agenda and minutes were emailed prior to the meeting. Johnny Ledford motioned for adoption of agenda as guide and to accept minutes as printed and emailed. Motion was seconded by Alvin Deal and carried.

Present: Loretta Parker, Reginald White, Vallery Smith, Alvin Deal, Cathy L. Miller, Jane H. Merrill, April Ouzts, Traci Baldwin, Michelle Whitaker, Cynthia Aaron, Johnny Ledford and Jessica Jacobs (12 of 22 present)

Excused Absences: Becky Corbin, Carolyn McCutcheon, Allyson Perrin, Jody Gable, Sabrina Miller, Lark Coleman and Ryan Thomas

Absence: Shalina Durant, Bill Robinson, Rosella Quarles

Recognition of End of Term Board Members

Santasha Highley, Executive Director

Plaques were presented to the following three members who have served since January 5, 2015: eight years:

- Reginald White, Vice Chair,
- Vallery C. Smith, Board Secretary
- Johnny Ledford

Committee Reports:

Family Strengthening Committee Report: (Absent: Becky Corbin, Chair)

Santasha Highley, Executive Director

Introduced two new staff members and their start dates:

Jamilah Smith, Program Coordinator - Start Date: November 16, 2022

Katie Weichmann, Parent Educator – Start Date: December 1, 2022

Budget Committee Report: Cathy L. Miller, Chair

Board approval via a motion is needed to reallocate Carry Forward Fund amount of \$7,751.93 to use for additional attorney fees that will accrue. Alvin Deal motioned to reallocate said funds; Vallery Smith, second, motion carried.

Resource Committee: Alvin Deal, Chair

- GCFS have received several generous donations from the community for Christmas gifts to the families served.
- Thank yous were noted to: Loretta Parker, Board Chair and Tabernacle Baptist Church, Linda Baylor, former board member and community donors; Cynthia Aaron, current board member and community donors.
- GCFS is now an official Member of "Gifts in Kind" Center, located in Spartanburg, SC.

Governance Committee: Jane Merrill, Chair

- The attorneys are still communicating re some type of settlement (GCFS hired Attorney Blaney A. Coskrey, an attorney for Social Change was hired by Mr. Gaskin, and the attorney for the State Office, Roy Laney). No definitive amount has been reached on recouping the amount owed, \$20,066. Remember, the mandate to recoup funds came from the State Office. Therefore, GCFS continues to follow the legal advice and guidance of these attorneys.
- GCFS Attorney: Blaney A. Coskrey, III (Coskrey Law Office), 1201 Main Street, Suite 1980, Columbia, SC 29201 803.748.1202; 803.748.1302; Coskrey@CoskreyLaw.com

Open Issues: Loretta Parker, Board Chair

- **Corrective Action Plan**

One of the final steps to this plan was to have The State Office of First Steps provide Board Member Training. Therefore, following this meeting of the board tonight, Members from the State Office will conduct this training.

Board Composition: Loretta Parker, Board Chair

- Board members were encouraged to solicit new members, noting 3 board members completing their term in Jan.
 - The Bylaws state that board members can serve for eight (8) years; sit out for one year; then reapply.
 - The sectors for board representations for Greenwood County First Steps are: industry, government, health, human resources, and parent(s). Legal and financial representation are presently on the board.
 - Nominations and applications should be submitted to the ED and voted on at the December meeting.
- Five New Board Members were voted on with a motion by Johnny Ledford and seconded by Cathy Miller. Motion carried and they were welcomed: (See Chart: FY23 GCFS Board Roster)
Ryan Thomas, City of Greenwood
Sabrina Miller, Non-Profit (ED Boys and Girls Club)
Lark Coleman, Social Security Administration
Jessica Jacobs, Carolina Health Centers
Jody Gable, Appointee-Greenwood County Library

BOARD TRAINING: STATE OFFICE OF FIRST STEPS
Presenters: Derek Cromwell, Mark Barnes, Carrie Corden
(Absent: Lamara Sanders, recently married on last weekend)

High commendations to GCFS on the extraordinary work in fulfilling the requirements of the Corrective Action Plan

A PowerPoint Slide Presentation reflecting high points of the training will be forwarded to the ED later, as a form of review.

Topics ranged from: Origin of SC First Steps, What is First Steps, Our Approach, SCFS Structure/Partnerships, Funding/Needs Assessment, Data System, Parenting Programs, Operational Programs and Guidelines, Governance/Board Composition, Conflict of Interest, Board Member Duties and Responsibilities, Fiscal Accountability Guidelines, Grants: Targeted and Competitive, Core Functions and Support of the Local Partnership.

ED Report: Important Dates

- December 12th, Christmas Reading and Pictures with the Grinch@ ECC, Learning Vine and Palmetto Christian
- December 17th, Christmas Reading and Pictures with the Grinch @ Boys and Girls Club
- December 19th-21st, Angel Tree deliveries
- Next GCFS Board Meeting, February 6, 2023, 6:00 PM

Adjournment: Board Chair, Loretta Parker, adjourned the meeting, at 8:15 PM

Submitted by:

Vallery Smith

Vallery Smith, Board Secretary, GCFS