



# GREENWOOD COUNTY FIRST STEPS FULL PARTNERSHIP BOARD MEETING

7/10/23

5:30 PM

FY24 - Meeting #1

**Meeting called by:** Board Chairman – Loretta Parker  
**Location:** Greenwood County First Steps  
1402C Highway 72 West, Greenwood SC 29649  
**Excused Absence(s):** Jessica Jacobs, Michelle Whitaker, Cynthia Aaron

## AGENDA TOPICS

### CALL TO ORDER

LORETTA PARKER

### INVOCATION

### ACCEPTANCE OF THE MINUTES AND AGENDA

### FAMILY STRENGTHENING COMMITTEE REPORT

BECKY CORBIN

- Parents as Teachers – Model Implementation Training for staff - July 17, 2023 – July 27, 2023
- Program Start Date – August 1, 2023
- Projected to Serve is 30 Families
- Parents as Teachers Conference – October 16-19, 2023  
New Orleans, LA

### FINANCE COMMITTEE REPORT

CATHY MILLER

- Budget Updates
  - FY23 Budget Summary Report Update
  - FY24 State Allocation - \$244,184

### RESOURCE COMMITTEE REPORT

ALVIN DEAL

- Approval of Appendix A – the Resource Development Plan
  - *Motion Required*

### GOVERNANCE COMMITTEE REPORT

JANE MERRILL

- Attorney Update
  - Settlement Status?

### Notes:

### EXECUTIVE DIRECTOR REPORT

- Approval of Appendix F – the Board Composition Report
  - *Motion Required*
  
- New Legislation - Board Composition

- *No more than 4 members elected by the local partnership board.*
- *6 members appointed by the legislative delegation.*
- *3 members appointed by the legislative delegation upon recommendation by DSS, DHEC, and Head Start.*
- *1 member appointed by the county council upon recommendation by the county library system.*
- *1 member appointed by each school district board within the partnership region.*

*Other Changes are as follows:*

- *By resolution, the legislative delegation may transfer all or some of their appointments to the county council.*
- *Appointed members are no longer subject to a term limit. Elected members are still on terms of 4 years, not to exceed 8 consecutive years.*

*Full implementation of this must be completed by July 1, 2024, with one exception.*

- Grants and Donations
  - Wholespire Grant - \$6,000 – to implement Permanent Story Walk in West Cambridge Park
  - Save the Children – Donation of 1,809 Books

**Next Board Meeting: Monday, September 11, 2023 at 6:00 PM**

**ADJOURNMENT**

## **Greenwood County First Steps**

### **Executive Committee Meeting**

July 10, 2023 (5:30 PM)

**Location:** Greenwood County First Steps Administrative Office, 1402C Highway 72 W, Greenwood SC 29649  
(This meeting also had an option to join via Zoom.)

**Present:** Loretta Parker, Lark Coleeman, Becky Corbin, Cathy Miller, Jane Merrill, April Ouzts, Tracy Baldwin, Carolyn McCutcheon, Sabrina Miller (Zoom), Santasha Highley, Lamyra Sanders-Dukes (First Steps Region Director)

**Excused Absences:** Michelle Whitaker, Cynthia Aaron, Jessica Jacobs

**Call to Order** - Meeting called to order by Loretta Parker at 5:50 PM. (Late start due to tech issues and lack of a quorum. Tech issues resolved and quorum reached, then the meeting was called to order.)

**Invocation** by Loretta Parker.

#### **Acceptance of Minutes and Agenda**

- **Motion made by Cathy Miller to accept the minutes and agenda. Seconded by Carolyn McCutcheon.**
  - **Motion is carried.**

#### **FAMILY STRENGTHENING COMMITTEE REPORT (Becky Corbin)**

- Parents as Teachers – Model Implementation Training for staff - July 17, 2023 – July 27, 2023
- Program Start Date – August 1, 2023
- Projected to Serve is 30 Families
- Parents as Teachers Conference – October 16-19, 2023 New Orleans, LA
  - All staff will attend.

#### **FINANCE COMMITTEE REPORT (Cathy Miller)**

- Budget Updates
- FY23 Budget Summary Report Update
- FY24 State Allocation - \$244,184
  - Change the cash goal from \$10,000 to \$14,150 (actual) FY23
  - FY24 Goal \$15,000
- Board giving
  - 9 members = 50%
  - FY23 = \$675

#### **RESOURCE COMMITTEE REPORT (Alvin Deal)**

- Approval of Appendix A – the Resource Development Plan
- **Motion made by Carolyn McCutcheon to accept changes to Resource Development Plan. Seconded by Cathy Miller.**
  - **Motion is carried.**

## GOVERNANCE COMMITTEE REPORT (Jane Merrill)

- Attorney Update
- Settlement Status?
  - Not much incurred since the last meeting.
  - Blaney is awaiting responses from communications sent.
  - Blaney is very complimentary of Santasha Highley.

## EXECUTIVE DIRECTOR REPORT (Santasha Highley)

- Approval of Appendix F – the Board Composition Report
  - **Motion made by Jane Merrill to accept the updated board composition for FY23. Seconded by Carolyn McCutcheon.**
    - **Motion is carried.**
- Removal from the Greenwood County First Steps Board based on three consecutive, unexcused absences:
  - Release of Ryan Thomas, Rosella Quarles, and Bill Robinson
  - **Motion made by Becky Corbin to remove the three board members due to three consecutive, unexcused absences. Seconded by Jane Merrill.**
    - **Motion is carried.**
  - Latest will be sent by Mrs. Highley to the three board members.
- New Legislation
  - Board Composition
    - No more than 4 members elected by the local partnership board.
      - Need 3 to come off
        - Rosella Quarles and Cynthia Aaron volunteered to come off. Cynthia Aaron would still like to volunteer and help to raise funds for First Steps.
    - 6 members appointed by the legislative delegation.
      - We have 4.
      - Suggested that we work with delegation and give two recommendations. This will give us the six required.
    - 3 members appointed by the legislation delegation upon recommendation by DSS, DHEC, and Head Start.
      - We have all three (DSS, DHEC, and Head Start) represented and these are not included in the above six to be appointed above.
    - 1 member appointed by the county council upon recommendation by the county library system.
      - We have one appointed member.
    - 1 member appointed by each school district board within the partnership region.
      - We are missing Greenwood 51 (Ware Shoals).
      - These members will have to be reappointed because it is required that they are appointed by the school board of each district.
      - This will start the terms over.
  - Other Changes are as follows:
    - By resolution, the legislative delegation may transfer all or some of their appointments

to the county council.

- Appointed members are no longer subject to a term limit. Elected members are still on terms of 4 years, not to exceed 8 consecutive years.
- Full implementation of this must be completed by **July 1, 2024**, with one exception.
  - DSS, DHEC, and Head Start
- Grants and Donations
  - Wholespire Grant
    - \$6,000 – to implement Permanent Story Walk in West Cambridge Park
      - April Ouzts - Support letters from Lander University and Greenwood County Library System
      - Need connection from the Council (Julie Wilkie) to make sure we have support.
    - Save the Children - Donation of 1,809 Books
      - 7/11/23 Suggested donations to:
        - Beyond Abuse
        - Pathway House
        - Meg's House
        - In Home Daycare
        - Connie Mac
        - Foster Parent Association (Reach out to Ms. Whitaker to seek information related to this.)
- Attendance of Board Members
  - Removal from the Greenwood County First Steps Board based on three consecutive, unexcused absences:
    - Release of Ryan Thomas, Rosella Quarles, and Bill Robinson
    - **Motion made by Becky Corbin to remove the three board members due to three consecutive, unexcused absences. Seconded by Jane Merrill.**
      - **Motion is carried.**
    - Letters will be sent by Mrs. Highley to the three board members.
- Board Meeting Notifications
  - These are on the Website and in the newspaper.

**Next Board Meeting: Monday, September 11, 2023 at 6:00 PM**

7:10 PM meeting was adjourned.

Submitted by Becky Corbin,  
GCFS Full Partnership Board Secretary  
September 6, 2023