



Board of Trustees Meeting
October 17, 2024 2:00PM
SC First Steps
636 Rosewood Drive Columbia, SC 29201
Minutes

Trustees Present (14):

Rep. Terry Alexander
Dr. Robert Bank
Jacque Curtin
Mary Lynne Diggs
John Hayes
Sen. Greg Hembree
Jessica Mackey
Jack McBride
Dave Morley, Chairman

Janie Neeley
Dr. Ed Simmer
Wes Wooten
Sue Williams
Dr. Amy Williams, Vice Chair

Trustees Absent (8)

Rep. Shannon Erickson
Dr. Matthew Ferguson
Constance Holloway
Robert Kerr
Mike Leach
Sen. Gerald Malloy
Roger Pryor
Mary Anne Scott

Attendees (58)

Ann Vandervliet
Mark Barnes
Avian Jones
Alissa Durham
Amanda Bailey
Amber Gillum
Amira Hulwe
Betty Gardiner
Beverly Dickey Daniel
Brandie Maness
Brenda Cantey
Carletta Isreal
Chelsea Adamson
Chelsea Richard
Christine Zamboki
Cindy Galloway
Cindy Riley
Courtney Johnson
David O'Kelly
David Lisk
Derek Cromwell
Dorothy Priestler
Emma Matzko
Emily Bannister
Felicia Battle
Felicia O'Neal
Janice Kilburn

Jennifer Williams
Jenny May
Jessica Sharp
Jon Artz
Kaitlyn Richard
Kathy Fitzgerald
Karen Oliver
Kate Roach
Kenna Hoover
Kerry Cordan
Kristen Martocchio
Kristin Zease-Syder
Kristine Jenkins
Krystal Reid
LaMyra Dukes-Sanders
Laura Baker
Lexi Jones
Mary Laney
Molly Tuck
Morgan Maxwell
Pauletta Plowden
Samantha Ingram
Sharonda Burison-Harris
Shayla Pettigrew
SheKiah Reese
Theresa Harrison
Tiffany Outlaw

Tomeiko Wright
Typhani Littlejohn
Vernoica Reynolds
Willie Mae Graham



Chairman Morley called the meeting to order at 2:06 p.m.

Mr. Morley requested a motion to adopt the agenda. Ms. Curtin provided the motion, seconded by Dr. Williams and the motion was unanimously approved.

Mr. Morley thanked Dr. Brenda Williams and Robert Kerr for their service to the board. He shared that the annual meeting and holiday reception will be held on December 4th.

Mr. Morley asked for a motion to approve the August 15, 2024 and September 19, 2024 minutes. Mr. Wooten provided the motion, seconded by Ms. Williams and the motion was unanimously approved.

Mr. Morley reported on the Executive Committee where he welcomed Tracy Ann Vandervliet, SC First Steps Executive Director. He shared that the committee met to take action on Local Partnership Executive Director compensation submissions. These actions were taken on behalf of the full board due to their time sensitivity.

Dr. Williams made a motion to adopt the consent agenda and seconded by Ms. Neeley and the motion was unanimously approved.

- a. **Motion:** To amend the Local Partnership Bylaws as submitted. (Executive Committee recommends)
- b. **Motion:** To receive the 2023-24 Fiscal Year Audit as presented by Greene Finney Cauley, LLP. (Finance and Administration Committee recommends)

Emily Sobczak, CPA with Green Finney, LLP provided a financial audit presentation for FY24.

Mr. Barnes reported on the Finance and Administration Committee. He stated that the organization has had 8 years of clean audits. Year to date, the organization has spent down 27% of available funds.

Mr. Wooten reported that Local Partnership Programs and Grants Committee did not meet.

Dr. Williams reported on the Strategic Planning and Evaluation Committee where she provided an update on the development of the next five-year strategic plan.

Ms. Richards provided a legislative update where she shared the FY25-26 budget request.

Mr. Morley thanked Mr. Barnes for his leadership as the interim director. Mr. Barnes gave an Executive Director's report where he provided an update on the agency's separation from the SC Department of Education with an expected completion date of November 30th. He shared an update on Act 81 implementation where the revised bylaws were approved and will be shared out to the partnerships. Mr. Barnes went over the 4K day 35 data where there was an 8% increase in the number of students, compared to the previous school year. For FY25 there will be \$24.3 million of grantmaking funds awarded to local partnerships. He provided a save the date for A Night to Celebrate Fundraising event on March 20, 2025. Mr. Barnes gave an update on AmeriCorps VISTA recruitment and agency staffing.

Dr. Williams made a motion to adjourn, seconded by Ms. Williams, and the motion was unanimously approved.

The meeting was adjourned at 2:44 p.m. by Chairman Morley.



Early Childhood Advisory Council Meeting

October 17, 2024, immediately following the SCFS Board of Trustees Meeting
SC First Steps
Minutes

Council Members Present (16):

Rep. Terry Alexander
Dr. Robert Bank
Jacque Curtin
Mary Lynne Diggs
John Hayes
Sen. Greg Hembree
David Lisk
Jessica Mackey
Jack McBride

Dave Morley, Chairman
Janie Neeley
Dorothy Priestler
Dr. Ed Simmer
Wes Wooten
Sue Williams
Dr. Amy Williams, Vice Chair

Council Members Absent (8):

Rep. Shannon Erickson
Dr. Matthew Ferguson
Constance Holloway
Robert Kerr
Mike Leach
Sen. Gerald Malloy
Roger Pryor
Mary Anne Scott

Attendees (58)

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David Lisk
Derek Cromwell
Dorothy Priestler
Emma Matzko
Emily Bannister
Felicia Battle
Felicia O'Neal
Janice Kilburn

Jennifer Williams
Jenny May
Jessica Sharp
Jon Artz
Kaitlyn Richard
Kathy Fitzgerald
Karen Oliver
Kate Roach
Kenna Hoover
Kerry Cordan
Kristen Martocchio
Kristin Zease-Syder
Kristine Jenkins
Krystal Reid
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Lexi Jones
Mary Laney
Molly Tuck
Morgan Maxwell
Pauletta Plowden
Samantha Ingram
Sharonda Burison-Harris
Shayla Pettigrew
SheKiah Reese
Theresa Harrison
Tiffany Outlaw

Tomeiko Wright
Typhani Littlejohn
Vernoica Reynolds
Willie Mae Graham



The meeting was called to order at 2:44 p.m.

Dr. Simmer provided the motion to adopt the agenda, seconded by Dr. Williams, and the motion was unanimously approved.

Dr. Williams provided a motion to approve the August 15, 2024 minutes, seconded by Ms. Williams, and the motion was unanimously approved.

Ms. Tuck presented six Early Childhood Integrated Data System (ECIDS) policies to be approved.

Rep. Alexander made a motion to approve the Data Analysis and Reporting Policy. The motion was seconded by Ms. Williams and unanimously approved.

Rep. Alexander made a motion to approve the Data Destruction Policy. The motion was seconded by Mr. Lisk and unanimously approved.

Ms. Williams made a motion to approve the Privacy and Confidentiality Policy. The motion was seconded by Mr. Wooten and unanimously approved.

Rep. Alexander made a motion to approve the Data Quality Policy. The motion was seconded by Ms. Priester and unanimously approved.

Rep. Alexander made a motion to approve the Data Scope and Management Policy. The motion was seconded by Ms. Lisk and unanimously approved.

Rep. Alexander made a motion to approve the Access and Acquisition Policy. The motion was seconded by Ms. Priester and unanimously approved.

Ms. Gillum reported on the Interagency Collaboration Committee. The ICC was able to view a demonstration of ECIDS. They are verifying that data sources and other backup information in the Birth Through Five Plan is accurate. The ICC will continue to work on refining the suggested priorities on for 2025.

Ms. Diggs shared that the Aiken and Barnwell communities will have Acelero as the new Head Start grantee effective November 1st. Charleston County Early Head Start child care partnership will have the SC Association of Community Action Partnerships as the new head start grantee effective November 1st.

Ms. Barnes reported on the activities of the ECAC. He shared that the ESSER funds have ended, and he thanked the Department of Education for their assistance with making those funds available. He mentioned that the Family Voice Council is recruiting new members. He provided an update on analytics for Palmetto Pre-K and First Five SC portals. Mr. Barnes thanked the Summit sponsors and invited all trustees to attend this year's Summit of December 5th. He also shared that a First Five



stakeholder engagement report from beneficiaries and navigators is being prepared and will be shared in December.

Ms. Gillum announced that DSS was awarded the PDG renewal grant of \$8 million for three years.

Rep. Alexander made a motion to adjourn the meeting, seconded by Ms. Mackey, and approved unanimously.

The meeting adjourned at 3:12 p.m.