



Board of Trustees Meeting
August 15, 2019
Immediately following the Early Childhood Advisory Council Meeting
Conference America – Phone Meeting / GotoWebinar Screening
SC First Steps, 1300 Sumter Street, Columbia, SC

1-888-537-7715

MINUTES

Members Present (16):

Julie Hussey, Vice Chair
Senator Greg Hembree
Representative Rita Allison
Senator Gerald Malloy
Shelley Canright
Walter Fleming Jr.
Representative Jerry Govan
Tim Holt
Mary Lynne Diggs
Angel Johnson-Brebner
Jennifer McConnell
Roger Pryor
Mike Leach
Sue Williams
Mary Poole
David Mathis

Members Absent (4):

Rick Toomey
Alexia Newman
Amy Williams
Josh Baker

Others Present:

Georgia Mjartan	Alexis Pipkins
Samantha Ingram	Rosemary Patterson
Zack Catoe	Pierce McNair
Mark Barnes	Delores Rock
Debbie Robertson	Vasanthi Rao
Chelsea Richard	Jon Artz
Pat West	Janet Richard
Jim Riddle	Dorothy Priester
Christina Davis	
Betty Gardiner	
Cassie Barber	
Beth Moore	
Sharon Thomas	
Leigh D'Amico	
Megan Finneran	



Call to Order/Quorum Call

Due to technical difficulties, Ms. Julie Hussey appointed Dr. Shelley Canright to preside over the meeting. Dr. Canright called the meeting to order at 3:21 p.m.

Ms. Angel Johnson-Brebner introduced a motion to approve the meeting agenda as written. Dr. David Mathis provided a second and the motion was unanimously approved.

Ms. Sue Williams made a motion to approve the June 20, 2019 minutes as written. Senator Greg Hembree provided a second and the motion was unanimously approved.

Ms. Jennifer McConnell presented the Executive Committee report and briefly discussed information presented at the Executive Committee meeting.

Ms. Julie Hussey briefed the board on the results of the Agency Head Evaluation and called for a motion to approve the 2018-2019 Agency Head Evaluation as submitted.

Representative Jerry Govan made the motion to approve the 2018-2019 Agency Head Evaluation as submitted. Sen. Hembree provided a second and the motion unanimously approved.

Ms. Georgia Mjartan thanked the board for her performance review.

Ms. Mjartan reminded the group about the 20th Anniversary Celebration on September 10 and of the board meeting scheduled for October 24, 2019. Ms. Mjartan stated that the Five-Year External Evaluation will be presented at the next meeting.

Ms. Debbie Robertson briefed the board on the initial review and the final analysis processes of the evaluation.

Rep. Govan stated that soliciting public input during evaluation of services is very critical and it gives constituents the opportunity to provide local feedback.

Ms. McConnell gave the Program and Grants Committee report and discussed the need to issue Corrective Action Plans to 10 local partnership offices. After discussion, Dr. Canright presented the motion from the committee and stated that the Program and Grants Committee recommends that the State Board issue Corrective Action Plans to 10 Local Partnerships in order to document progress towards compliance by local board and staff in meeting the minimum qualifications specified in each plan.

Upon a second by Sen. Hembree, the motion was unanimously passed.

Ms. McConnell brought forth another motion from the committee regarding the addition of Triple P-Positive Parenting Program to the evidence-based programs list.

Dr. Canright stated that the Program and Grants Committee recommends that the program, Triple P-Positive Parenting Program: Multi-level Implementation, be designated as Evidence Based and added to the State Board list of Evidence Based Programs.

Upon a second by Dr. Mathis, the motion was unanimously approved.

It is noted that Ms. Sue Williams abstained from the vote.



Mr. Walt Fleming asked Mr. Mark Barnes to present the Finance and Administration Committee report.

Ms. Mjartan commended Mr. Barnes and Mr. Fleming on their work in closing out the Early Head Start grant and reported that the agency did not receive any audit findings from the \$35M federal grant.

Ms. Mjartan noted that Mr. Barnes was eligible for retirement and the agency will post for the position upon his retirement announcement. Ms. Mjartan stated that Mr. Barnes expressed a desire to work for the agency again and would re-apply for the Chief Finance Officer/Chief Operating Officer vacancy.

Mr. Barnes gave an update on the end of the year financial status report for Fiscal Year 2019. Mr. Barnes stated that the new budget planning process proved to be successful and the agency had good fiscal outcomes and exceeded expectations in First Steps 4K by spending down \$3M in carry-forward with all of the funds being used for direct services to children.

Mr. Barnes then gave an update on the Fiscal Year 2020 budget and presented the Fiscal Year 2019 Donation Report.

Ms. Mjartan thanked BB&T, the SC Head Start Collaboration Office, and Children's Trust for their donations towards the 2019 Summit on Early Childhood.

Ms. Johnson-Brebner gave the Strategic Planning and Evaluation Committee report and stated that the committee, along with Ms. Mjartan, were making progress with the agency's strategic plan.

Ms. Mjartan said the board can expect a document at the next meeting with a draft mission, vision and value statement set for a vote. Ms. Mjartan asked the board to provide any additional input about the agency's strategic plan as soon as possible.

Ms. Mjartan gave the Executive Director's report and introduced new staff members.

With no further business, Sen. Hembree made a motion to adjourn the meeting which was seconded by Rep. Govan. The meeting was adjourned at 4:26 p.m.