



**South Carolina First Steps to School Readiness
Board of Trustees Meeting
January 20, 2017**

**Teleconference
11 a.m.**

MINUTES

Members Present (14):

Julie Hussey, Vice Chair
Senator Gerald Malloy
Susan Alford
Mary Lynne Diggs
Christian Soura
Tracy Lamb
Walt Fleming
Judith Aughtry
Alexia Newman
Jennifer McConnell
Catherine Heigel
Amy Williams
Roger Pryor
Dr. Beverly Buscemi

Members Absent (9):

Ken Wingate, Chair
Representative Rita Allison
Representative Jerry Govan
Superintendent Molly Spearman
Evelyn Patterson
Alexia Newman
Rick Noble
Sue Williams
Tim Holt

Others Present:

Julia-Ellen Davis
Dr. Dan Wuori

Mark Barnes
Debbie Robertson

Samantha Ingram
Russell Brown
Amy Breault
Candi Lalonde
Jon Artz
Betty Gardiner
Kate Roach

Call to Order/Quorum Call

Ms. Julie Hussey welcomed trustees and called the meeting to order at 11:07 a.m. Ms. Hussey informed the Board that Mr. Wingate was dealing with business out of state and would be unable to participate. In the absence of a voting quorum during the early minutes of the call, Ms. Hussey delayed action on the minutes of December 2016 and briefed the Board on a recent joint meeting of the Early Head Start Governance Council and First Steps' Early Head Start Policy Council (which is largely comprised of client parents.)

She reviewed the Consent Agenda, which included both an information update from the Program and Grants Committee and a recommendation to approve a set of EHS Human Resources Policies.

She called on Ms. Aughtry to provide the report of the Finance and Administration Committee. Ms. Aughtry noted that the report contained both the monthly financial report and a recommendation to approve FY16 Partnership Administrative and Match Waivers. Ms. Aughtry noted that the need for most such waivers should be eliminated during the coming year as a result of increased funding, administrative credits recently adopted by the Board in recognition of the partnerships' support of state-level programs, and a study of the appropriateness of the 8% cap required by state law.

At 11:15 am, Ms. McConnell and Senator Malloy joined the meeting. Noting the presence of a quorum, Ms. Hussey returned the Board's attention to the meeting minutes of December 6, 2016. Upon a motion from Dr. Williams and a second by Ms. McConnell, **the Board unanimously adopted these minutes.**

Ms. Hussey returned to the Consent Agenda, noting that the recommendations of the Early Head Start Governance Council come from committee and do not require a second. Ms. Diggs reminded the Board of their responsibility under federal law to oversee all aspects of the Early Head Start program and suggested a comprehensive review of the associated HR policies. There being no further discussion, **the Board unanimously adopted the Council's recommendation.**

Ms. Hussey returned to the recommendations of the Finance and Administration Committee regarding the passage of Partnership Administrative and Match Waivers, noting they do not require a second. **The Board unanimously adopted the committee's recommendation.**

Ms. Davis directed the Board to her written Interim's Director Report and noted two attached stories detailing the positive Early head Start experiences of children and families enrolled at Thornwell Children's Home in Clinton.

Ms. Hussey reminded the Board that the Chairman would like to schedule an executive session by teleconference during the week of January 30, and asked Trustees to participate in an online scheduling poll.

The next meeting will be held March 17, 2017 at 11am at The Inn at USC.

There being no additional business, the board adjourned at 11:30 a.m.