



Board of Trustees Meeting
October 19, 2023 2:00PM
SC First Steps
636 Rosewood Drive Columbia, SC 29201
Minutes

Trustees Present (18):

Rep. Terry Alexander
Dr. Robert Bank
Jacque Curtin
Mary Lynne Diggs
Matthew Ferguson
John Hayes
Sen. Greg Hembree
Constance Holloway
Michael Leach

Jesica Mackey
Jack McBride
Dave Morley, Chairman
Janie Neeley
Roger Pryor
Mary Anne Scott
Dr. Edward Simmer
Dr. Amy Williams
Wes Wooten

Trustees Absent (5)

Rep. Shannon Erickson
Robert Kerr
Sen. Gerald Malloy
Dr. Brenda Williams
Sue Williams

Attendees (63)

Georgia Mjartan
Avian Jones
Amber Gillum
Chelsea Richard
David Lisk
Derek Cromwell
Dorothy Priester
Ellen Andrews-Morgan
Elizabeth Dudek
Jackson Wilkins
Kaitlyn Richards
Karen Oliver
Kathy Fitzgerald
Mark Barnes
Martha Strickland
Myrelo King
Valencia Johnson
Adriana Rush
Althea Clyburn
Amanda Bailey
Amy Engle
Betty Gardiner
Brandie Maness
Candi Lalonde
Chastine Dickey-Jackson
Cheryl Scales

Cindy Ellis
Cindy Galloway
Denise Savidge
Felicia Battle
Gwendolyn Ross
Kim Chariker
Jabari Clyburn
Jade Wright
Jennifer Williams
Jon Artz
Joy Mazur
Julie Greer
Kenna Hoover
Kerry Cordan
Kim Trudell
Kristin Zeaser-Sydow
Kristine Jenkins
LaMyra Sanders
Leah Crosby
Lis Guimaraes
Lavinia Tejada
Marcia Nash
Mary Bailey
Melissa Johnson
Roddrick Dugger
Ryan Shinn

Salandra Bowman
Sally McClellan
Samantha Ingram
Sarah Crawford
Shalya Pettigrew
Sheila Cornwell
Silvia Landrum
Stacy Greenwalt
Tiffany Outlaw
Tricia Gordon
Virginia Ravenel



Mr. Morley called the meeting to order at 2:10 p.m. He requested a motion to adopt the agenda. Rep. Alexander provided the motion. Ms. Mackey provided a second and the motion was unanimously approved.

Mr. Morley asked for a motion to approve the August 17, 2023 minutes. Ms. Mackey provided the motion. Ms. Neeley provided a second and the motion was unanimously approved.

Valencia Johnson, Volunteer and Service-Learning Manager, presented on the contributions and benefits of AmeriCorps members within the communities that they serve.

Mr. Morley reported on the Executive Committee. He discussed the hiring and salary recommendations for Laurens County First Steps and Calhoun County First Steps.

Mr. Morley asked for a motion to approve the following consent agenda. Mr. McBride provided the motion. Dr. A. Williams provided a second and the motion was unanimously approved.

Consent Agenda: Motions Recommended by Committees (Dave Morley)

- a. **Motion:** To approve the recommendation to increase the salary of the Laurens County First Steps Executive Director as proposed by the local partnership. (Executive Committee recommends)
- b. **Motion:** To approve the proposed Calhoun County First Steps Executive Director candidate and salary as submitted by the local partnership. (Executive Committee recommends)
- c. **Motion:** To receive the 2022-2023 Fiscal Year Financial Audit. (Finance and Administration Committee recommends)

Rep. Alexander made a motion to enter into executive session for discussion of negotiations incident to proposed contractual arrangements: to discuss the local partnership board's request to hire and establish the salary for the Lancaster County First Steps Executive Director candidate. The motion was seconded by Mr. McBride and unanimously approved. Rep. Alexander made a motion to exit executive session, seconded by Ms. Mackey, and unanimously approved. Mr. Pryor made a motion to approve the proposed Lancaster County First Steps Executive Director candidate and salary, as submitted by the local partnership board. The motion was seconded by Dr. Williams and unanimously approved.

Emily Sobczak, CPA with Green Finney, LLP provided a financial audit presentation for FY23.

Dr. A. Williams reported on the Strategic Planning and Evaluation Committee.

Mr. Cromwell shared that the Local Partnerships Programs and Grants Committee is normally scheduled to meet in early October to go over the financial results for the grant year. Due to extenuating circumstances the financial books weren't closed until recently and the committee will meet at a later time. Mr. Morley acknowledged that two counties that were on corrective action had a change in leadership with their executive directors which ended up being a positive change and they were able to receive funding.

Ms. Mackey reported on the Finance and Administration Committee.



Sen. Hembree provided an update on the agency head salary request that was submitted to the agency head salary commission for the executive director. The commission will be reviewing the bands and salaries in Spring '24 and the request will be carried over until the review is completed.

Ms. Mjartan gave the Executive Director's report where she went over the agency's fundraising efforts. She discussed the implementation process for Act 81 for the local partnership boards, their executive director hiring and salary interim process, and the process for the partnerships to move to PEBA. Ms. Mjartan went over the FY24-25 budget priorities. She provided First Steps 4K Day 35 data comparisons and gave an update on First Steps AmeriCorps recruitment. She went over the 2023 staff survey findings, and concluded with the introduction of new staff members and current vacancies.

Mr. Morley asked for a motion to adjourn the meeting. Rep. Alexander provided the motion. Mr. Pryor seconded, and the motion was unanimously approved.

The meeting was adjourned at 3:36 p.m. by Mr. Morley.