

**MINUTES OF THE BOARD OF DIRECTORS OF  
SOUTH CAROLINA FIRST STEPS TO SCHOOL READINESS  
BOARD OF TRUSTEES  
A SOUTH CAROLINA NONPROFIT CORPORATION**

**December 22, 2008**

**MINUTES**

- Voting Directors Present: Mr. Lewis Smoak, Vice-Chair  
Ms. Lisa Van Riper  
Ms. Kristin Hook  
Ms. Judith Aughtry  
Ms. Sabine Lang  
Dr. Floyd Creech  
Ms. Marileen Chapman  
Ms. Nicky Wallace
- Voting Directors Absent: Representative Jimmy Neal, excused  
Senator Michael Fair, excused  
Mr. Henry Parr, Jr., excused  
Superintendent Jim Rex  
Governor Mark Sanford  
Senator John Matthews  
Ms. Katherine Davis  
Ms. Julia-Ellen Davis, excused  
Rev. Reece Yandle  
Ms. Linda O'Quinn, excused  
Dr. Francis Rushton
- Non-Voting Directors Present: Ms. Mary Anne Perry (designee for Mr. Stan Butkus, SC DDSN)  
Ms. Stephanie Frazier (designee for Mr. Barry Russell,  
President, SC Tech College System)
- Non- Voting Directors Absent: Ms. Jennifer Buster (designee for Mr. Stan Butkus, SC DDSN)  
Ms. Kathleen Hayes, Director, SC DSS  
Ms. Susan Jones (designee, SC DOT)  
Ms. Angela Flowers (designee, for Ms. John McGill, SC DMH)  
Ms. Emma Forkner, Director, SC DHHS  
Mr. Lee Catoe, Director, DAODAS  
Mr. Jim Griffith, Director, Transportation Assn. of SC  
Dr. Paul Krohne, President, SC School Board Association  
Mr. David Potter, SC Education Oversight Committee  
Mr. Tim Ervolina, President/CEO, United Way of SC  
Dr. Nancy Freeman, Regulatory Advisory Committee  
Mr. Bobby Bowers, Director, SC B&CB/ORS  
Ms. Lane Jeselnik (designee for Dr. Garrison Walters, SC  
Commission on Higher Education)  
Ms. Cindy Sweigart (designee for Mr. C. Earl Hunter,  
Director, SC DHEC)  
Dr. David Goble, Director, SC State Library  
Mr. Tim Ervolina, President/CEO, United Way of SC

Others Present: Ms. Susan DeVenny, SC First Steps  
Mr. Rodney Jenkins, SC First Steps  
Ms. Samantha Ingram, SC First Steps  
Mr. Dan Wuori, SC First Steps

### **Call to Order**

Mr. Lewis Smoak called the meeting to order.

### **Approval of Minutes**

The October and November minutes were approved as written.

### **VISION 2013 Draft Framework-Evaluation and Strategic Planning Committee**

Ms. Van Riper reminded the Board that her committee was currently compiling information from three sources for the VISION 2013 plan: the Strategic Planning Subcommittee, the Early Childhood Regional Summits (presented to the Board in October), as well as the data developed by Mr. Wuori (also presented to the Board in October).

Ms. Van Riper referred the board to the document titled, "VISION 2013: Draft Goals and Strategies". Ms. Van Riper said the draft goals and strategies will serve to guide the final report, as well as provide guidance as the legislative session begins. Ms. Van Riper asked Ms. Susan DeVenny to review the draft goals and strategies.

Ms. Susan DeVenny reviewed the draft document with the Board. After discussion, questions and review of next steps, Ms. Van Riper called for the board to approve the VISION 2013 draft as proposed by the Evaluation and Strategic Planning committee. Ms. Nicky Wallace gave a second. The board approved.

### **Budget Reduction-Finance and Administration Committee and Executive Committee**

Ms. Susan DeVenny stated that this is the third cut each SC state agency has felt this year. Ms. DeVenny gave a brief budget reduction history to the board.

Ms. DeVenny said the latest budget cut, passed by the Budget and Control Board on December 11, resulted in an additional 7% reduction to all state agencies. Ms. DeVenny referred the board to the budget reduction recommendation from the Finance and Administration and Executive Committees.

Ms. DeVenny said First Steps would need to cut an additional \$1,163,982 from the original FY09 budget, bringing the total cut for the year to \$3.14M. On behalf of the committees, Ms. DeVenny reviewed the recommendation:

- 1) Utilize all available General Appropriation funds from the agency's 3% November sequester to yield \$471,180.
- 2) Reduce the state office budget by an additional \$128,307.
- 3) Reduce County Partnerships allocations an additional \$564,495 cut (roughly 3% of their original CP appropriations).

Mr. Lewis Smoak asked for the total amount that the County Partnerships had cut to-date. Ms. DeVenny said the counties absorbed \$1.3 in the first two cuts, and will now give up sequestered

funds and have an added cut to total \$2.3M of the overall \$3.1M, The state office has cut \$761K to date, plus the \$172K in May, for a total of over \$933K to date. Ms. DeVenny said there is a possibility of added cuts during the fiscal year.

Board members discussed the need to review different structures and recommendations for how to move ahead in a difficult economic climate. Ms. DeVenny informed the board that the Executive Director Leadership Council and The Association of First Steps Executive Directors Officers (TAFSED) met recently and recognized that First Steps would need to develop proactive measures, such as new administrative and collaboration standards, for the future. The Executive Director brainstorming session was very productive.

Ms. Van Riper moved to approve the budget recommendations from the Finance and Administration and Executive Committees. With a second, the recommendations were approved.

Mr. Lewis Smoak asked if the state office could provide a break down of the different programs, number of children and administrative funds with in each county. Ms. Susan DeVenny said the state office could provide that information.

Ms. Susan DeVenny said that First Steps' budget hearing will be Tuesday, Jan. 13.

With no further business, the meeting was adjourned.