



## Meeting of the Board of Trustees

June 17, 2021 2:00 PM

<https://zoom.us/j/92196505922?pwd=WnA4MFlYZWJXWmFJU21xK2YzWndFdz09>

### AGENDA

- I. Roll Call (Georgia Mjartan)
- II. Public Comment Period  
The public is invited to provide comments relevant to the SC Early Childhood Advisory Council and/or South Carolina First Steps during this period. Members of the public wishing to speak must either email [ajones@scfirststeps.org](mailto:ajones@scfirststeps.org) or notate their interest in speaking in the comment box on Zoom *prior* to the start of the meeting. Comments should be limited to no more than three minutes per speaker.
- III. Call to Order and Approve Agenda (David Morley)  
**Motion:** To adopt the agenda as submitted  
**Motion:** To adopt the April 15, 2021 minutes as submitted  
**Attachments:** April 15, 2021 Minutes
- IV. Executive Committee Report (David Morley)  
**Attachments:** Executive Committee Report, Executive Committee Meetings Minutes
- V. Consent Agenda: **Motions Recommended by Committees** (David Morley)
  - a. Motion to approve revising the FY22 First Steps Program and Operational Guidelines for Core Functions by adding language clarifying the existing requirement regarding “operation in a location accessible to the public” by adding the following:  
a dedicated physical space in their county with appropriate signage that is accessible to the public and clients they serve. This will provide an official Local Partnership address that is open according to a set weekly schedule with publicized hours that are posted publicly. In addition, phone access will be available during regular business hours each week that includes voice mail and the capability to receive and return messages (phone, text, email, etc.) in a timely manner. (Programs and Grants Committee recommends)
  - b. Motion to approve the Local Partnership budgets for state funds as proposed in their Funding Formula grant applications and summarized in the attached report. Upon final grant application review after the fiscal year ends, corrective action plans may be issued as part the FY22 grant award process in cases where grant qualifications for funding were not met. (Programs and Grants Committee recommends)
  - c. Motion to approve adding Healthy Steps and Family Connects to the First Steps Board Approved List of Evidence Based Programs. (Program and Grants Committee recommends)
- VI. Kindergarten Readiness Assessment (Dr. Matthew Lavey)  
**Attachments:** Kindergarten Readiness Assessment Results, Fall 2020
- VII. Finance and Administration Committee (Walter Fleming)  
**Attachments:** Finance and Administration Committee Report, Finance and Administration Committee Meeting Minutes, FY 2021 Financial Status Report as May 31, 2021, FY 2021 Donations Report as of May 31, 2021



- VIII. Local Partnership Program and Grants Committee (Jennifer McConnell)  
**Attachments:** Local Partnership Program and Grants Committee Report, Local Partnership Program and Grants Committee Meeting Minutes, List of Evidence Based Programs, Program Recommended for First Steps Designation as Evidence Based Healthy Steps Revision, Program Recommended for First Steps Designation as Evidence Based Family Connects, Projected Local Partnership Budget Funding for FY2022, FY22 Formula Funding Grant Summary by County, Targeted and Competitive Grants Awarded for FY2021 - FY2022
- IX. Strategic Planning and Evaluation Committee (Dr. Amy Williams)  
**Attachments:** Strategic Planning and Evaluation Committee Report, Strategic Planning and Evaluation Committee Meeting Minutes
- X. Legislative Committee (Sen. Gerald Malloy)
- XI. Executive Director's Report (Georgia Mjartan)  
**Attachments:** Executive Director's Report, KITS Overview, 4K Parent Survey Report, 4K Parent Response, PAT Family Engagement Report
- XII. **Motion:** To adjourn the meeting of the SC First Steps Board of Trustees