



Darlington County First Steps Partnership Board of Directors Meeting
The Greater Hartsville Chamber of Commerce, Duke Energy Conference Room
November 10, 2015- 5:30 P.M.
MINUTES

This meeting was held within FOIA and ADA Compliance. Board Meetings are open to the public and meeting minutes are kept on file in the office of Darlington County First Steps and are available to the public for review.

Board Members Present: Alvin Heatley, Alma Harris, Crystal Gardner, Diane McIver, James Jackson, Jimmie Epling, Lucretia Bellamy, Thomasena Davis, Tracy Redfearn

Board Members Absent: Allison Baker (Excused), Sharman Poplava (Excused), Beth Campbell (Excused), Winfred Herrington (Excused)

Staff: Darnell McPherson, Patricia Sullivan, Patricia Bailey, Jon Flowers, Brenda Ayers, Linda Bright, Ashley Holman

	Discussion	Outcome/Action	Responsible Person
1. Call to Order			Board Chair, Alvin Heatley Meeting began at 5:35 PM
2. Welcome and Invocation			James Jackson
3. Acknowledgment of Staff			Board Chair
4. Approval of Agenda	Heatley asked to receive a motion to change agenda item: Approval of Action Items after the agenda item: Other Items for Discussion/Consideration.	Motioned to approve- Tracy Redfearn Seconded by- Crystal Gardner	All members voted yes.
5. Approval of October 13, 2015 Minutes		Motioned to approve- Gardner	All members voted yes.

		Seconded by- Jackson	
6. Chairman's Report	Heatley reviews report.		Board Chair
7. Review of Budget Report	<p>Patricia Bailey reviews financial report. Bailey explains that in Local Private Funds (Fund 20) the balance for that category is \$26, 657.06 as of Nov. 4, 2015. The percentage spent thus far is 2.4% for Fund 20. "Some of Fund 20 money comes in along the way and we don't have all of the funds which has an effect on that percentage" stated Bailey. Federal Funds that include the PREP and PAF grant is calculated to have a balance of \$221,342.97 showing that about 51% of those fund have been spent. The PREP grant has ended Oct 1, 2015 and the new year starting with the PAF grant (Aug 1) skew those percentages. Those particular categories do not necessarily go through July 1 to June 30. Bailey stated that DCFS was able to use any funds carried over through October. State allocations has a balance of \$138,453.11 left and 44% of that has been spent so far. "Fund 56 is a new category for money that we had carried-forward from last year but cannot be put into the budget until it is released in October" stated Bailey. Fund 56 has a budget of \$31,857.29 and 1.04% of that has been spent because it is a new category. Fund 56 helps State allocations average out. Bailey stated that Fund 57 is Countdown to Kindergarten which doesn't have much of a balance</p>		DCFS Staff member, Patricia Bailey

	<p>because money isn't received until funds are matched. Funds will be received in the summer time. The balance for Fund 57 is \$237.50. Fund 15 will be added next time which represents money that was left years ago. Heatley asked Bailey what Fund 15 represent and Bailey states that it is some sort of state funds that they had years ago and Darnell questioned why it was left there. From that, the state office directed DCFS to put into budget for use. Heatley asks what the money would be used for and Bailey explains that it was used for Welcome Baby Bags, a small portion was used for Jon Flowers' salary (about \$1,000).</p>		
<p>8. Review of Annual Report</p>	<p>Present staff review Annual Report covering Parents as Teachers, Parents Are First, Motherhead/Fatheread, Community Impact and Engagement, and Countdown to Kindergarten. During Bailey's review of Countdown to Kindergarten she reports how the teachers see the difference Countdown to Kindergarten has made and how teachers want to continue participating. Darnell McPherson reviews an executive summary of the work that has been done by DCFS so far. Jackson asks specifically how DCFS keeps track of the progress for the fatherhood component of PAF and Brenda Ayers states that there is not tracking system for that in place as of now. Ayers states that data from the PAF grant is regularly evaluated statewide by the S.C. Campaign to Prevent Teen Pregnancy. McPherson explains,</p>		<p>All members voted yes.</p>

	<p>“Pregnancy prevention interventions has to be long term because it may be 5 years before the data shows the impact. We can give participants information and services but it is ultimately up to them to make the right decisions.”</p>		
9. Approval of Action Items	Heatley states that an Executive Session should be conducted for this act.	<p>Motion to go into executive session- Lucretia Bellamy</p> <p>Seconded by- Thomasena Davis</p>	All members voted yes.
10. Executive Session	The Board entered into an Executive Session to discuss action items. Bailey and McPherson remained in meeting and other staff members excused themselves.	<p>Motion to approve salary adjustment for project assistant- Alma Harris</p> <p>Seconded by- Bellamy</p> <p>Motion to approve salary adjustment for PAT Parent Educator- Harris</p> <p>Seconded by- Davis</p>	All members voted yes.
11. Adjournment		<p>Motion to adjourn- Davis</p> <p>Seconded by- Diane Mclver</p>	All members voted yes.
12. Next Board Meeting		January 12, 2015- 5:30PM	

