

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
GOVERNING BOARD MEETING
FEBRUARY 6, 2025**

MINUTES

The South Central Human Resource Agency Governing Board Meeting was called to order by Secretary Sloan Stewart in the absence of Chairman Jim Mangubat on February 6, 2024, at 11:00 am, at the central office in Fayetteville, TN. Lawrence County Executive David Morgan provided the invocation, which was followed by the Pledge of Allegiance.

Executive Assistant Rebecca Bradford called the roll and declared a quorum with the following in attendance:

County Mayor Chad Graham	Bedford County
Mr. Charles Sain	Coffee Co. Low-Income Representative
Co. Executive Graham Stowe	Giles County
Mrs. Janet Vanzant	Giles Co. Low-Income Representative
County Mayor Jim Bates	Hickman County
Mr. Rick Humphrey	Hickman Co. Low-Income Representative
Co. Executive David Morgan	Lawrence County
Mr. T. R. Williams	Lawrence Co. Low-Income Representative
County Mayor Jonah Keltner	Lewis County
County Mayor Bill Newman	Lincoln County
City Mayor Donna Hartman	Lincoln County
Mr. Anthony Taylor	Lincoln Co. Low-Income Representative
Mr. R. L. Williams	Marshall Co. Low-Income Representative
Mr. Gary Stovall	Maury Co. Low-Income Representative
Metro/County Mayor Sloan Stewart	Moore County
Senator Joey Hensley	Legislative Representative
Mrs. Peggy Lewis	Head Start/EHS Representative
Mr. Zach Jones	Legal Representative

Others in Attendance: SCHRA staff, including: Paul Rosson, Becky Christa, Pamela Morris, Julie Kent, Shane Weaver, Jena Renfro, Jeana Mills, Tony Patterson, Chrissy Tuten, Scarlet Patterson, Jeanne Pace, and Rebecca Bradford.

Public Comment: None

Previous Minutes: Previous Minutes of the December 5, 2024, Governing Board Meeting were approved on a motion by Mayor Jim Bates. This was seconded by Mayor Jonah Keltner. Motion carried.

Program Reports:

Pamela Morris, SCSEP Director, asked that her report be approved as submitted.

In the absence of Tiffany Bolin, WIOA Director, Jeanne Pace asked that her report be approved as submitted.

Jeana Mills, FGP Director, asked that her report be approved as submitted.

Becky Christa, Nutrition Director, asked that her reports be approved as submitted.

In the absence of Sara Brown, Executive Director Paul Rosson, asked that her reports be approved as submitted.

Jena Renfroe, CRPP Director, requested that her report be approved as submitted.

In the absence of Dee Dee Sneed, EFAP Director, Executive Director Rosson requested that her report be approved as submitted. He informed the board that Mrs. Sneed will be transitioning to a part-time position, and Brandon Jean will assume the role of EFAP Director effective February 1.

Tony Patterson, Recovery Court Program Director, requested approval of his reports as submitted. He informed the board that the drug screening lab is now fully functional and there are plans to expand the service beyond the Lincoln County area. Executive Director Rosson announced an appreciation lunch at the Central Office for those who have supported the Recovery Court program staff and participants throughout the year.

In the absence of Ron Scarbel from Information Technology, Executive Director Rosson requested approval of his submitted report. He further informed the board that Mr. Scarbel is expected to attend an upcoming board meeting to review advances in agency cybersecurity and accessibility.

Acting Chairman Sloan Stewart entertained a motion to approve the above-cited program reports. This motion was made by T. R. Williams and seconded by County Executive David Morgan. The motion carried.

Chrissy Tuten, Head Start/Early Head Start Director, requested approval of her report as submitted. She informed the Board that a vote was required to approve the updated selection criteria for the 2025-2026 program year, provided as a handout at this meeting. This criteria is voted on annually and had previously been approved at the most recent Policy Council meeting. The changes included:

- Removing additional points for Prisoner of War status due to redundancy.
- Adding additional points for participants whose parent or guardian is an employee of SCHRA to allow for childcare for staff.

Upon request for motion to approve the Head Start/Early Head Start program reports and 2025-2026 Program Year Selection Criteria, Ms. Peggy Lewis made a motion, which was seconded by County Executive David Morgan. The motion carried.

Executive Director's Report:

- Progress continues on the Wayne Head Start remodel. Completion of the interior remodel is expected to be accomplished by March 31.
- The parking lot construction for the Wayne County HS was put out for bid in January. Two bids were put out for this project: one to asphalt over the existing lot and another to concrete the lot. The final cost and outcome of the bids will determine the project's direction. The drop ceiling installation is scheduled for the week following this meeting.
- The Perry County Head Start project is still proceeding, with committee updates to be provided later in the 1303 Committee Report.
- Mr. Rosson expressed excitement about the wage increase for participants in the Title V program, which will mark a substantial change to the benefit of participants.
- The civil suit regarding the exit of the Harris Head Start lease is ongoing. Legal counsel is confident a favorable outcome for the agency, but there is no further update at this time.
- A new suit has been filed by a former employee terminated due to findings in the Comptroller's Report. The employee filed an EOC complaint and sought legal counsel to file suit. The agency has discussed the matter with its legal counsel and will update the board on any changes or progress.
- The agency's Head Start application was submitted in December, with a decision expected in May.

The Executive Director Report was approved as written on motion from Co. Executive David Morgan and seconded by Mr. T. R. Williams. The motion carried.

Nominating/By-Laws Committee Report: Committee Chairman Sloan Stewart informed the board that the committee met prior to this meeting to approve minutes of the previous meeting. His report was approved on motion by T. R. Williams and seconded by County Executive David Morgan. The motion carried.

1303 Committee Report: Committee Chairman Bill Newman informed the board that the 1303 Committee met prior to this meeting to discuss the potential new location for the Perry County Head Start. The committee reviewed the engineer's report and as an estimate by SCHRA building and maintenance staff for the repairs and updates cited in the engineer's report. These documents are available for any members who wish to view them. The estimated cost of property, repairs, and updates combined is approximately \$800,000. The committee is considering all factors, including a comparison on the cost and viability of a newly constructed facility versus the prospective remodel project.

The next step is to seek approval by the board to proceed with an offer to purchase the building in question for \$300,000, contingent on approval from the Office of Head Start and funding from the same. A motion to this effect was made by Mayor Jonah Keltner and seconded by Ms. Janet Vanzant. The motion carried.

Mayor Bill Newman made a motion to approve the 1303 Committee Report, which was seconded by County Executive David Morgan. The motion carried.

Property Committee Report: Committee Chairman Jonah Keltner reported that the Property Committee met prior to this meeting and approved the items for disposal in the committee packet. The committee also received updates from the 1303 Committee members regarding the Perry County property. County Executive David Morgan made a motion to approve the Property Committee Report, which was seconded by Senator Joey Hensley. The motion carried.

Personnel Committee Report: In the absence of Committee Chairman Mike Keny, Mayor Sloan Stewart reported that the Personnel Committee met prior to this meeting and approved the Human Resource Director's report, which included the Executive Director's timesheet, a report on staff turnover rates, Personnel Hire and Termination Reports and other Personnel Action Forms for November-December 2024. County Executive David Morgan made the motion to approve the Personnel Committee Report, which was seconded by Mayor Donna Hartman. The motion carried.

Budget Committee Report: In the absence of Committee Chairman Jim Mangubat, Mayor Sloan Stewart presented the Budget Committee Report. The committee met prior to this meeting and approved the Combined Balance Sheet, Combined Statement of Revenues and Expenditures, and Financial Report by Program, all for the period ending 12/31/2024. The committee also approved the LIHEAP Supplemental Budget Amendment #4 for period ending 9/30/2025 and the LIHEAP 24-15 Budget Amendment #2 for the year ending 9/30/2025. Additionally, the committee reviewed and approved an amendment to the Executive Budget, provided as a handout to the committee, as well as the Director of Finance Report. The Budget Committee Report was approved on a motion Mr. T. R. Williams and seconded by Ms. Janet Vanzant. The motion carried.

Other: None

Executive Director Paul Rosson informed those in attendance that the next Board meeting is scheduled for April 3. Regular notice will be provided to all members.

With all other business completed, a motion to adjourn was made by Mr. T. R. Williams and seconded by Mr. Gary Stovall. Motion carried.

Respectfully submitted,


Acting Secretary Rebecca Bradford
Acting Chairman Sloan Stewart