

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
GOVERNING BOARD MEETING
JULY 27, 2023**

MINUTES

The South Central Human Resource Agency Governing Board Meeting, was called to order by Chairman Jim Mangubat on July 27, 2023, at 11:00 am, held at the central office in Fayetteville, TN. Mr. T.R. Williams gave the invocation and led the Pledge of Allegiance.

Secretary Sloan Stewart called the roll and declared a quorum with the following in attendance:

Mr. Rick Humphrey	Hickman Co. Low-Income Rep.
County Executive David Morgan	Lawrence County
Mayor Blake Lay	City of Lawrenceburg
Mr. T.R. Williams	Lawrence County Low-Income Rep.
County Mayor Jonah Keltner	Lewis County
County Mayor Bill Newman	Lincoln County
Mayor Donna Hartman	City of Fayetteville
Dr. Bill Heath	Lincoln Co. Low-Income Rep.
Mr. Anthony Taylor	Lincoln Co. Low-Income Rep.
County Mayor Mike Keny	Marshall County
Mr. R.L. Williams	Marshall Co. Low-Income Rep.
Metro/County Mayor Sloan Stewart	Moore County
County Executive Jim Mangubat	Wayne County
Representative Iris Rudder	39 th District Representative
Mr. Michael Crane	Financial Representative

Others in attendance were the SCHRA senior staff members.

Public Comment: None

Addition to Agenda:

Chairman Jim Mangubat requested a motion to approve an addition to the agenda to include the Lawrenceburg Head Start/Early Head Start to receive Home-Based services in the event the center is not permitted/licensed, which was passed on a motion by Mayor Blake Lay and seconded by Mr. T.R. Williams. Motion carried.

Previous Minutes:

Previous minutes of June 1, 2023 Governing Board Meeting were approved on a motion by County Executive David Morgan and seconded by Metro/County Mayor Sloan Stewart. Motion Carried.

Program Reports:

Pamela Morris, Title V Director, asked her reports be approved as submitted.

Tiffany Bolin, WIOA Director, asked that her report be approved as submitted.

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

Dee Dee Sneed, EFAP Director, asked that her reports be approved as submitted.

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

Sara Brown, Deputy Director, asked that her reports be approved as submitted.

Chae Adkinson, CRPP Director, requested her report be approved as submitted.

In the absence of Tony Patterson, Recovery Court Lead Coordinator, Paul Rosson asked that his reports be approved as submitted. He discussed the second round of Opioid funding will be coming soon and he will be setting up meetings with county officials to discuss more Recovery Court opportunities for our service areas.

In the absence of Ron Scarbel, Information Technology, Paul Rosson asked that his report be approved as submitted. Ms. Amy Ezell said we are expecting the switch to be replaced late afternoon, August 25, into the weekend with little disruption to our clients or services.

Mr. Rosson welcomed and introduced Chrissy Tuten, Head Start/Early Head Start Director. He informed the board Ms. Tuten jumped in running from day one with moving the Harris Head Start to the warehouse and a multitude of other needs with the new school year fast approaching. He thanked Deputy Director Sara Brown, who has been interim HS/EHS Director during this transition and will continue to help until September. He also thanked Jennifer Shaffer for stepping up as interim assistant director and congratulated her for being hired as full-time HS/EHS Assistant Director. Ms. Tuten thanked everyone for the honor of leading this great program and looks forward to getting to know everyone. She asked that her reports be approved as submitted and affirm the electronic vote from July 11th regarding Lawrenceburg EHS providing home-based services for one week while staff moved the center equipment from the old building to the new building. Mr. Rosson asked that the governing board also consider approving home-based services if the center had a delay with obtaining occupancy permits or Health Department and Department of Human Services Child Care Licensing.

The Chairman called for a motion affirming the electronic vote from July 11, 2023 allowing Lawrenceburg EHS to give home-based services. It was approved on a motion by Mr. T.R. Williams and seconded by Mayor Blake Lay. Motion Carried.

The Chairman called for a motion to approve Lawrenceburg HS/EHS to receive home-based services if the facility licensing was not ready for operation. It was approved on a motion by Mayor Lay and seconded by County Executive David Morgan. Motion Carried.

Executive Director Report: Executive Director Paul Rosson asked that his reports be approved as submitted. Mr. Rosson announced the ribbon cutting open house was scheduled for this coming Thursday, August 3, 2023 (pending Fire Marshal approval on Monday) and invited all board and guests to please plan to attend. He thanked Lawrence County and the city of Lawrenceburg for their partnership in helping us achieve this dream facility. Wayne County is waiting to hear if the funding is approved for continuing the Head Start project. The goal is to have this facility ready for the following school year. Tullahoma Head Start passed the final inspection. The Agency is looking to hire Triple F, First Families Foundation, to write an application for possible new funding this fall for Perry, Hickman, and Franklin County Head Start/Early Head Start. The grants are a highly competitive process, and the need is great for these areas. Mr. Rosson announced that the next governing board meeting will be our annual board training, and we will celebrate the new Emergency Food Assistance Warehouse (Commodities) ribbon cutting. He thanked Representative Iris Rudder, Senator Joey Hensley, and Representative Pat Marsh for securing \$500,000 in funds for completing this project. The new packing machine has arrived and will speed up the distribution process and efficiency. The new USDA-funded trucks should be coming in late November or early December. Our Annual Meeting celebrating 50 years of serving our communities will be at Keystone Properties in Loretto, TN, on the evening of Thursday, December 7. Please save-the-date.

The Executive Director and all Program Reports were approved as written on motion from Mayor Lay and seconded by County Executive Morgan. Motion Carried.

Property Committee Report: County Mayor Jonah Keltner reported that the Property Committee met prior to this meeting and approved the items for disposal packet. Chairman Keltner made the motion to approve the Property Committee Report and was seconded by Mayor Lay. Motion Carried.

Budget Committee Report: County Executive Jim Mangubat presented the Budget Committee Report and stated the committee reviewed and approved the Combined Balance Sheet, Combined Statement of Revenues and Expenditures and Financial Report by Program, all for the period ending 6/30/2023: CSBG Budget Revision for 9/30/24, Lincoln Felony Recovery Court Budget Revision for 6/30/23, Weatherization Budget Revision #1 for 6/30/23, SSBG Budget Revision #2 for 9/30/23, Title V Budget Modification for 6/30/23, Head Start and Early Head Start Notice of Award for 6/30/24, the audit contract with CRI, LLC. The Director of Finance Report for May and June 2023 was approved. The Budget Committee Report was approved on motion by Mr. T.R. Williams and seconded by County Executive Morgan. Motion Carried.

A motion authorizing SCHRA to participate in the "Safety Partners" Matching Grant Program with Public Entity Partners was made by Mayor Lay and was seconded by Mr. T.R. Williams. Motion Carried.


Personnel Committee Report: County Mayor Mike Keny reported the Personnel Committee met prior to this meeting and approved the Human Resource Director's report, including the

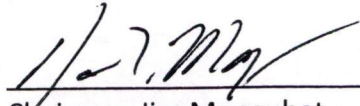
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Executive Director's timesheet report, personnel Hire & Termination Reports, and Personnel Action Forms May – June 2023. Chairman Keny made the motion to approve the Personnel Committee Report and was seconded by Mayor Lay. Motion Carried.

With all other business completed a motion to adjourn was made by County Executive David Morgan and seconded by Mr. T.R. Williams. Motion carried.

Respectfully submitted,


Secretary Sloan Stewart


Chairman Jim Mangubat



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July 11, 2023

Re: Lawrenceburg Early Head Start Program –transition to Home-Based Services – one week
- July 17-21, 2023 to move to new facility

An electronic poll was conducted of the members from the SCHRA Governing Board approving the one-week transition to Home Based Services to allow staff to move into the new facility.

On behalf of the SCHRA Governing Board, I approve the submittal of this request to the Office of Head Start Regional Office.

SCHRA Governing Board Vice Chairman

County Mayor Mike Keny