

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
ANNUAL GOVERNING BOARD MEETING
JULY 29, 2021**

MINUTES

The South Central Human Resource Agency Annual Governing Board Meeting was called to order by Chairman T. R. Williams on July 29, 2021, at 6:55 PM, beginning with welcoming everyone and the pledge of allegiance, at 150 Clubhouse Dr., Loretto, TN.

Executive Director Paul Rosson installed new Governing Board Members with taking the Oath of Office.

Judge John Damron
County Executive Melissa Greene
County Mayor Mike Keny
Mayor Blake Lay
County Executive Jim Mangubat

Legal Rep.
Giles County
Marshall County
Lawrenceburg
Wayne County

Chairman Williams dispensed with the Governing Board Roll call since everyone signed in and Executive Assistant Rebecca Palmer declared a quorum with the following members in attendance:

County Mayor David Alexander
County Executive Melissa Greene
County Mayor Mark Bentley
County Executive T. R. Williams
Mr. Bert Spearman
Mayor Blake Lay
County Mayor Bill Newman
Dr. Bill Heath
County Mayor Mike Keny
County Mayor Andy Ogles
Ms. Norma Martinez
County Executive Jim Mangubat
Representative Iris Rudder
Judge John Damron

Franklin County
Giles County
Hickman County
Lawrence County
Lawrence County
Lawrenceburg
Lincoln County
Lincoln County
Marshall County
Maury County
Maury County
Wayne County
39th District
Legal Rep.

Others in attendance were special guests of board members, SCTDD and their guests, and SCHRA senior staff members and their guests.

Public Comment: None

Previous minutes and Special minutes, were approved on a motion by Mr. Bert Spearman and seconded by Mayor Blake Lay. Motion carried.

Personnel Committee Report: Chairman Mike Keny reported the Committee met prior to this meeting and approved the Human Resource Director's report (including Executive Director's timesheet report, Personnel Hire & Termination Report and FY2021 Turnover Report) and Employee Actions for May/June. The Committee also approved the SCHRA COVID Sick Leave extension, Community Corrections Policy addition, and approved the Head Start Quality Improvement/Corrective Action Plan. There were no additional recommendations. Chairman Keny made a motion for this report to be approved as submitted, and Mayor Lay seconded it. Motion carried.

Property Committee Report: Chairman David Alexander reported the committee met prior to this meeting and approved the report as written including the bid for the Lawrenceburg Head Start/Early Head Start Roofing project. Chairman Alexander made a motion for this report be approved as submitted, and Co. Exec. Melissa Greene seconded it. Motion carried.

Budget Committee Report: Chairman Williams reported 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 6/30/21; Budget Revisions for Lincoln Co. Recovery Court 6/30/21; LIHEAP Budget Revision #1, LIHEAP/Wx18-11 A & B amendments, Weatherization Amendment #3 2/28/22, Title V Budget Amendment 6/30/21, Final Budget Revision for CSBG for year ending 9/30/21, Budgets for Networking, Building, Fiscal, Executive Allocations for year ending 6/30/22, Budget for Head Start for year ending 6/30/22, Budget for HS American Rescue Plan for year ending 3/31/23, HS American Rescue Plan Amendment #1, Yearly Contract for CRI, LLC for audit services, bid for roofing project for Lawrence HS/EHS building, and the Director of Financial Operations Report for May and June 2021 were all approved. The Budget Committee Report was approved on motion by County Executive T.R. Williams and Mayor Lay seconded it. Motion carried.

Program Reports:

Sara Brown, Deputy Executive Director, requested board approval, with no objection from County Mayors, to move LIHEAP funds of \$75,000 from Bedford County (\$20,000), Coffee County (\$10,000), Hickman County (\$25,000) and Maury County (\$20,000) Regular to be distributed to: \$12,500 Giles County Regular, \$15,000 Lawrence County Regular, \$10,000 Lewis County Regular, \$15,000 Lincoln County Regular, \$7,500 Perry County Regular, and \$15,000 Wayne County Regular. The report and funds transferred specifically were approved on motion by Dr. Bill Heath and seconded by Co. Executive Greene. Motion carried.

The Executive Director requested all Program Reports be approved as written. Mayor Lay made the motion and seconded by County Executive Jim Mangubat. Motion carried.

Executive Director Report: reported that the agency has accomplished great things and have had some great opportunities to overcome obstacles over the past year. He thanked Richard Stewart for the new partnership of the relocation of Marshall County Neighborhood Service Center and South Central Tennessee Development District SCATS transportation. Mr. Rosson thanked Mayor Wallace Cartwright and shared the New Bedford Early Head Start building celebrated with a ribbon cutting the previous week. The agency is looking forward to the final details of completion.

of the Coffee Co. EHS named in memory of Mayor Lonnie Norman and his advocating for the next generation. The next big project will be the Lawrence County HS/EHS building and thanked the City of Lawrenceburg and County Government for the assisting the project. The agency will be pursuing funding for a 10,000 square foot warehouse to house the food commodities distributed throughout the thirteen county service area. Exec. Director Rosson, Chairman T.R. Williams, and Deputy Executive Director Sara Brown presented the Legislative Awards to Representative Iris Rudder, Representative Clay Doggett, and Representative Todd Warner for their actions for SCHRA. A video was shared about the justice program success and the difference it is making in the families that are working with recovery. The administration also showed a video called Unstoppable. The video highlighted many of the programs here at SCHRA and the accomplishments during the year.

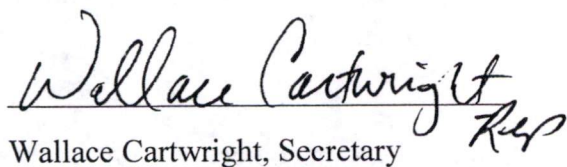
Executive Directors Report was approved on motion by Mayor Lay and seconded by Co. Exec. Greene. Motion carried.

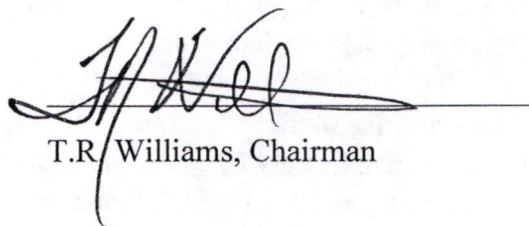
Other:

It was noted that we anticipate a special called meeting in August to review the possible purchase of a new Wayne Co. Head Start Facility.

With no further business, the meeting was adjourned on motion by Co. Executive Jim Mangubat and seconded by Co. Mayor Keny. Motion carried.

Respectfully submitted,


Wallace Cartwright, Secretary


T.R. Williams, Chairman



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August 5, 2021

Re: Grant #04CH01668 Deficiency Quality Improvement Plan

On July 13, 2021, South Central Human Resource Agency Head Start/Early Head Start received notification regarding a deficiency determination.

SCHRA Head Start/Early Head Start is requesting an extension of the thirty-day deadline for submission of our Quality Improvement Plan. We are requesting an extension of 45 days to allow us the opportunity to provide evidence of the changes we have made to the program procedures. The program has worked to review and revise procedures to ensure the incident is not repeated. With the extension, the program will be able to provide documented confirmation of changes to program activities.

The original deadline is August 13, 2021 and we are requesting an extension until September 28, 2021.

Thank you for your consideration.

Laure Hopper

Laure Hopper
Program Director
SCHRA HS/EHS
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931.433.7182

A handwritten signature in black ink, appearing to read "T.R. Williams", written over a horizontal line.

Lawrence Co. Executive T.R. Williams
SCHRA Governing Board Chairperson