    

**Policy Council Meeting**

**Thursday, January 21, 2021**

**Minutes**

**Vital Connections of The Midlands Policy Council Members present:** Vanessa Layton, Pastor Fadetra Boyd, Pamela Davis, Jaime Bethel and Deborah Boone (Governing Board Liaison). VCM staff members present: John Browne. Minutes submitted by John Browne.

**Call to Order:**

* The meeting was called to order @ 5:08 PM by John Browne, ED. Meeting held via Zoom.
* Confirmation of quorum – no quorum
* Approval of the minutes:

**Director’s Report:**

* Provided update on the status of operations.
  + Discussed the closure of two centers (Arthurtown and Tender Years) due to COVID exposure.
  + Discussed the closure of Children’s’ Garden due to HVAC issues.
* All three centers open with children in classrooms. 40 children in seven classrooms
* Virtual Classrooms operational, serving 13 children.

**Financial:**

* Review of December’s financials
* CFO report
* Funds requested/received.

**Old Business:**

* Staffing- 3 teacher vacancies at Tender Years. BHQA position vacant. Interviewing teaching candidates
* Single Audit complete. Awaiting other documents to finalize notebook.
* Recruitment of PC members from AT & CG
* Continuation grant awarded for calendar year 2021.

**New Business:**

* SC Cares Act grant awarded $26,667.49.
* Richland County Grant for Fatherhood program. Grant for $3,060 awarded. Awaiting funds.
* SCDSS grant awarded for $60,000 ($20,000.00 per center). Funds are unrestricted.
* Program Director’s Report
* Focus Area II monitoring review. Hired consultant to prep agency for the upcoming review.
* Self-Assessment and Community Assessment Teams. Yearly process that is being led by the Family Advocates.
* Staff promotions – promoting Education Coordinator to Education Manager and promoting Health Coordinator to Family Services Team Manager.

Regular meeting adjourned by unanimous vote at 6:10 pm.

**Next meeting: February 18, 2021.**