



AGENDA
OCONEE COUNTY FIRST STEPS BOARD MEETING

December 11, 2025

12:00 PM

Westminster Depot | 135 E Main St, Westminster, SC 29693

- | | | |
|-------|---|------------------------------------|
| I. | Welcome & Introductions | Vanessa Earle, Chair |
| II. | Attendance: | Ashley Robertson |
| III. | Quorum Confirmation | Vanessa Earle and Ashley Robertson |
| IV. | Approval of Agenda | Vanessa Earle and Ashley Robertson |
| V. | Approval of October 6, 2025 Meeting Minutes | Vanessa Earle, Chair |
| VI. | Executive Director and Finance Report | Kaylee Osbon |
| VII. | Vote to Accept Reports | Vanessa Earle, Chair |
| VIII. | Old Business: | |
| | a. DPIL Discussion | |
| IX. | New Business | |
| | a. 2026 OCFS Board Meetings | |
| | b. 2026 OCFS Holidays | |
| | c. Needs and Resource Assessment and Strategic Planning | |
| | d. Additional Comments | |
| X. | Adjourn | Vanessa Earle, Chair |

Oconee County First Steps Meeting Minutes
October 6, 2025 | 10:00 AM | Online Zoom and Face to Face
Type of Meeting: Board Meeting

Executive Board Members Present: Vanessa Earle, Bre Alexander, Ashley Robertson, Blair Hinson, Sarah Tate

Absent: Nivia Miranda, Alice Lee, and Sharon Jenkins

[Documents to support meeting minutes](#)

Agenda Item	Lead Presenter	Summarize Each Agenda Item or Discussion	Votes/Decisions
Welcome and Call to Order	Board Chair	The meeting was called to order by Board Chair, Vanessa Earle. The meeting began at 10:05 AM.	
Quorum Confirmation	Board Chair	Introductions were made and Ashley Robertson confirmed that we had a quorum to begin the meeting.	
Approval of Agenda	Board Chair	Board members reviewed the agenda as outlined and approved to move forward with the items on the agenda. Bre Alexander made a motion to approve the agenda, and Blair Hinson seconded the motion. All in favor.	Approved 5-0
Executive Director and Finance Report	Executive Director	The Executive Director's report and Finance Report were provided and reviewed with the Board.	
Vote to Accept Reports	Board Chair	Bre Alexander made a motion to approve the executive and finance report, and Blair Hinson seconded the motion. All in favor.	Approved 5-0
New Business	Executive Director	Upcoming Events - Refer to Executive Report. Anyone is welcome to attend and help at any event.	

		<p>Dolly Parton Imagination Library Discussion - After a thorough review of state programs and literature to support the programs, Dolly Parton Imagination Library is considered evidence informed rather than evidence based. Therefore, we cannot have the amount of funding going toward this program that we currently do. Options to offset this concern: 1) we can fundraise the money for this program, 2) we can restrict area codes within Oconee County that would be able to receive the books, or 3) not allow any new signees, and over time as children graduate from the program, the program will end. Further discussion will take place as we work on the new budget. Kaylee Osbon stated that Pickens and Greenville Counties restrict area codes for use of the program. Sarah Tate asked that we remember our friends in the poverty areas and not just the highly populated areas.</p> <p>Possible Programs to Add - Three programs were spotlighted to possible add. Others are available, but these were high possibilities shared with the group today. Options included: Parent Child +, Positive Parent - Triple P, and Child Care Training.</p> <p>Additional Discussion - On December 11, we have our next board meeting at the Depot along with an appreciation lunch. In addition, the group will help to decorate for the Christmas party. The event will be December 11 from 5-8 PM. While invites will be sent to family participants and other groups, the party is open to the public.</p>	
Approval of Reappointment of Vanessa Earle as Board Chair		Ashley Robertson made a motion to approve the reappointment of Vanessa Earle as Board Chair for a second term, and Bre Alexander seconded the motion. All in favor.	Approved 5-0
Approval of Reappointment of Bre Alexander as Vice Board Chair		Blair Hinson made a motion to approve the reappointment of Bre Alexander as Vice Board Chair for a second term, and Sarah Tate seconded the motion. All in favor.	Approved 5-0
Approval of Reappointment of Ashley Robertson as Secretary		Bre Alexander made a motion to approve the reappointment of Ashley Robertson as Secretary for a second term, and Blair Hinson seconded the motion. All in favor.	Approved 5-0
Adjournment	Board Chair	Meeting was adjourned.	

This meeting was held within FOIA and ADA Compliance. Board meetings are open to the public and meeting minutes are kept in the office of Oconee County First Steps and are available for public view.

Signature: Board Secretary, Ashley Robertson

A handwritten signature in blue ink that reads "Ashley S. Robertson". The signature is written in a cursive style with a large initial 'A' and a stylized 'S'.



Executive Director Report
Kaylee Osbon, MBA
 Office of Oconee County First Steps
 Oconee County, South Carolina

November 24, 2025

GENERAL INFORMATION

Upcoming First Steps Holiday Hours

November 27th-28th: Thanksgiving

December 24th-26th: Christmas

December 31st- January 1st: New Year's

January 29th: MLK Day

Upcoming Events

December 11th: Board Appreciation Lunch

December 11th: Christmas Party

If there are any events that you think we should be a part of, please let me know.

PROGRAMS

Nurse Family Partnership

Month	Total Adults Served	Total # of New Enrollments	# of Children Served	# of New Children Served	# of Families receiving referrals	Home Visit Completed	Average Home Visit Length
July	14	1	10	0	7	27	50 Minutes
August	11	0	7	0	4	17	59.12 Minutes
September	12	0	8	1	6	23	57.17 Minutes
October	13	8	8	0	5	23	51.96 Minutes

Childcare Scholarships

We are able to offer 12 Childcare Scholarships, and we currently have 12 Childcare Scholarships awarded to families.

They will continue to receive the \$100 stipend from Oconee First Steps until December 2025.

Dolly Parton Imagination Library

We currently serve 1,955 children in Oconee County.

For the month of November:

69 new enrollments

35 Graduation

1,844 Continuing Reading



Executive Director Report

Kaylee Osbon, MBA

Office of Oconee County First Steps

Oconee County, South Carolina

November 24, 2025

Finance Report

South Carolina First Steps to School Readiness

FY-26 Board Report Category Budget vs Expenses Report

11/24/2025

	Category	Budget	Expense	Balance
Expenses				
101 - Administrative Functions		\$26,793.00	\$8,799.61	\$17,993.39
180 - Core Functions		\$25,830.00	\$7,452.30	\$18,377.70
212 - Imagination Library		\$515,445.00	\$28,185.01	\$487,259.99
214 - Nurse Family Partnership		\$110,892.00	\$21,820.43	\$89,071.57
703 - Scholarship Initiatives		\$24,330.00	\$8,538.74	\$15,791.26
Total Expenses		\$703,290.00	\$74,796.09	\$628,493.91
NET SURPLUS/(DEFICIT)		(\$703,290.00)	(\$74,796.09)	\$628,493.91

DPIL Enrollment & Cost Forecast

Month	Enrollments	Forecast	Forecast Cost	Projected Growth (1.29%)	Projected Growth With Cost (1.29%)
Aug-21	733	\$	-	-	-
Sep-21	894	\$	-	-	-
Oct-21	1021	\$	-	-	-
Nov-21	1052	\$	-	-	-
Dec-21	1104	\$	-	-	-
Jan-22	1129	\$	-	-	-
Feb-22	1165	\$	-	-	-
Mar-22	1172	\$	-	-	-
Apr-22	1190	\$	-	-	-
May-22	1236	\$	-	-	-
Jun-22	1238	\$	-	-	-
Jul-22	1251	\$	-	-	-
Aug-22	1254	\$	-	-	-
Sep-22	1351	\$	-	-	-
Oct-22	1403	\$	-	-	-
Nov-22	1411	\$	-	-	-
Dec-22	1425	\$	-	-	-
Jan-23	1442	\$	-	-	-
Feb-23	1435	\$	-	-	-
Mar-23	1477	\$	-	-	-
Apr-23	1482	\$	-	-	-
May-23	1563	\$	-	-	-
Jun-23	1569	\$	-	-	-
Jul-23	1593	\$	-	-	-
Aug-23	1615	\$	-	-	-
Sep-23	1657	\$	-	-	-
Oct-23	1690	\$	-	-	-
Nov-23	1684	\$	-	-	-
Dec-23	1693	\$	-	-	-
Jan-24	1733	\$	-	-	-
Feb-24	1724	\$	-	-	-
Mar-24	1738	\$	-	-	-
Apr-24	1738	\$	-	-	-
May-24	1751	\$	-	-	-
Jun-24	1750	\$	-	-	-
Jul-24	1740	\$	-	-	-
Aug-24	1717	\$	-	-	-
Sep-24	1774	\$	-	-	-
Oct-24	1767	\$	-	-	-
Nov-24	1798	\$	-	-	-
Dec-24	1807	\$	-	-	-
Jan-25	1843	\$	-	-	-
Feb-25	1845	\$	-	-	-
Mar-25	1863	\$	-	-	-
Apr-25	1873	\$	-	-	-
May-25	1881	\$	-	-	-
Jun-25	1885	\$	-	-	-
Jul-25	1893	1893	\$	3,786.00	
Aug-25	1898	1898	\$	3,796.00	
Sep-25	1891	1891	\$	3,782.00	
Oct-25	1913	1,913	\$	3,826.00	
Nov-25		1,922	\$	3,843.88	
Dec-25		1,931	\$	3,861.82	
Jan-26		1,940	\$	3,879.77	
Feb-26		1,949	\$	3,897.71	
Mar-26		1,958	\$	3,915.66	

DPIL Enrollment & Cost Forecast

Apr-26	1,967	\$	3,933.61		
May-26	1,976	\$	3,951.55		
Jun-26	1,985	\$	3,969.50		
FY 2026 Yearly Total	23,222	\$	46,443.50		
Jul-26	1,994	\$	3,987.45	2,572	\$ 5,143.80
Aug-26	2,003	\$	4,005.39	2,583	\$ 5,166.95
Sep-26	2,012	\$	4,023.34	2,595	\$ 5,190.10
Oct-26	2,021	\$	4,041.28	2,607	\$ 5,213.26
Nov-26	2,030	\$	4,059.23	2,618	\$ 5,236.41
Dec-26	2,039	\$	4,077.18	2,630	\$ 5,259.56
Jan-27	2,048	\$	4,095.12	2,641	\$ 5,282.71
Feb-27	2,057	\$	4,113.07	2,653	\$ 5,305.86
Mar-27	2,066	\$	4,131.01	2,665	\$ 5,329.01
Apr-27	2,074	\$	4,148.96	2,676	\$ 5,352.16
May-27	2,083	\$	4,166.91	2,688	\$ 5,375.31
Jun-27	2,092	\$	4,184.85	2,699	\$ 5,398.46
FY 2027 Yearly Total	47,739	\$	49,033.78	\$ 31,626.79	\$ 63,253.57
Jul-27	2,101	\$	4,202.80	2,711	\$ 5,421.61
Aug-27	2,110	\$	4,220.74	2,722	\$ 5,444.76
Sep-27	2,119	\$	4,238.69	2,734	\$ 5,467.91
Oct-27	2,128	\$	4,256.64	2,746	\$ 5,491.06
Nov-27	2,137	\$	4,274.58	2,757	\$ 5,514.21
Dec-27	2,146	\$	4,292.53	2,769	\$ 5,537.36
Jan-28	2,155	\$	4,310.47	2,780	\$ 5,560.51
Feb-28	2,164	\$	4,328.42	2,792	\$ 5,583.66
Mar-28	2,173	\$	4,346.37	2,803	\$ 5,606.81
Apr-28	2,182	\$	4,364.31	2,815	\$ 5,629.96
May-28	2,191	\$	4,382.26	2,827	\$ 5,653.11
Jun-28	2,200	\$	4,400.20	2,838	\$ 5,676.26
FY 2028 Yearly Total	25,809	\$	51,618.01	\$ 33,293.61	\$ 66,587.23
Jul-28	2,209	\$	4,418.15	2,850	\$ 5,699.41
Aug-28	2,218	\$	4,436.10	2,861	\$ 5,722.56
Sep-28	2,227	\$	4,454.04	2,873	\$ 5,745.71
Oct-28	2,236	\$	4,471.99	2,884	\$ 5,768.86
Nov-28	2,245	\$	4,489.93	2,896	\$ 5,792.01
Dec-28	2,254	\$	4,507.88	2,908	\$ 5,815.16
Jan-29	2,263	\$	4,525.83	2,919	\$ 5,838.32
Feb-29	2,272	\$	4,543.77	2,931	\$ 5,861.47
Mar-29	2,281	\$	4,561.72	2,942	\$ 5,884.62
Apr-29	2,290	\$	4,579.66	2,954	\$ 5,907.77
May-29	2,299	\$	4,597.61	2,965	\$ 5,930.92
Jun-29	2,308	\$	4,615.56	2,977	\$ 5,954.07
FY 2029 Yearly Total	27,101	\$	54,202.23	\$ 34,960	\$ 69,920.88
Jul-29	2,317	\$	4,633.50	2,989	\$ 5,977.22
Aug-29	2,326	\$	4,651.45	3,000	\$ 6,000.37
Sep-29	2,335	\$	4,669.39	3,012	\$ 6,023.52
Oct-29	2,344	\$	4,687.34	3,023	\$ 6,046.67
Nov-29	2,353	\$	4,705.29	3,035	\$ 6,069.82
Dec-29	2,362	\$	4,723.23	3,046	\$ 6,092.97
Jan-30	2,371	\$	4,741.18	3,058	\$ 6,116.12
Feb-30	2,380	\$	4,759.12	3,070	\$ 6,139.27
Mar-30	2,389	\$	4,777.07	3,081	\$ 6,162.42
Apr-30	2,398	\$	4,795.02	3,093	\$ 6,185.57
May-30	2,406	\$	4,812.96	3,104	\$ 6,208.72
Jun-30	2,415	\$	4,830.91	3,116	\$ 6,231.87
FY 2030 Yearly Total	28,393	\$	56,786.46	\$ 36,627	\$ 73,254.54



2026 OCFS Board Meetings

12:00 PM -1:00 PM

135 E Main St Westminster, SC 29693 or Virtually

Wednesday, January 14th: Strategic Planning/ Annual Meeting (Lunch Will Be Provided)

Wednesday, March 11th: Fiscal Year 2027 Budget Approval

Wednesday, May 13th: Regular Board Meeting

Wednesday, July 8th: Regular Board Meeting

Wednesday, September 9th: Regular Board Meeting

Wednesday, November 11th: Regular Board Meeting

Wednesday, December 9th: Appreciation Lunch



2026 Oconee County First Steps Holidays

- January 1: New Year's Day
- January 29: MLK Day
- February 16: Presidents Day
- May 25: Memorial Day
- June 19: Juneteenth Day
- July 3: Independence Day
- September 7: Labor Day
- November 11: Veterans Day
- November 26: Thanksgiving Day
- November 27: Day after Thanksgiving
- December 24: Christmas Eve
- December 25: Christmas Day
- December 28: Day after Christmas
- December 31st: New Year's Eve

NEEDS ASSESSMENT

2027 – 2029



Message from the Board Chair



Vanessa Earle

Board Chair

Oconee County First Steps

Oconee County community stakeholders are committed to the planning and design of this 2027-2029 Strategic Planning and Needs Assessment Project.

Thank you to our Oconee County First Steps Board of Directors, Our Local Supporters, Oconee YMCA, United Way of Oconee, Oconee County School District Partnerships, our childcare providers, members of the community, and the parents of our young children. We would also like to thank SC First Steps for the Needs Assessment Training, and the Needs Assessment Dashboard.

We appreciate our partners who assisted us in moving forward to serving our community and the future needs of our children.

Vanessa Earle

Needs Assessment Process

Survey

Held a survey with **117** participants and developed a vision for young children and their families

January 2025 – August 2025



UNDERSTAND

Reviewed local data and map assets to understand the state of young children, their families, and the early childhood system

August 2025 – November 2025

PRIORITIZE

Organize the insight gathered from the surveys and data to prioritize the concerns, needs, and gaps the partnership wants to address, and formalize the Needs Assessment

August 2025 – November 2025



“This is a great program providing many opportunities for kids and parents alike. Especially great for first time parents!”

-Participant

“Everything you guys do has been helpful and amazing.”

-Participant

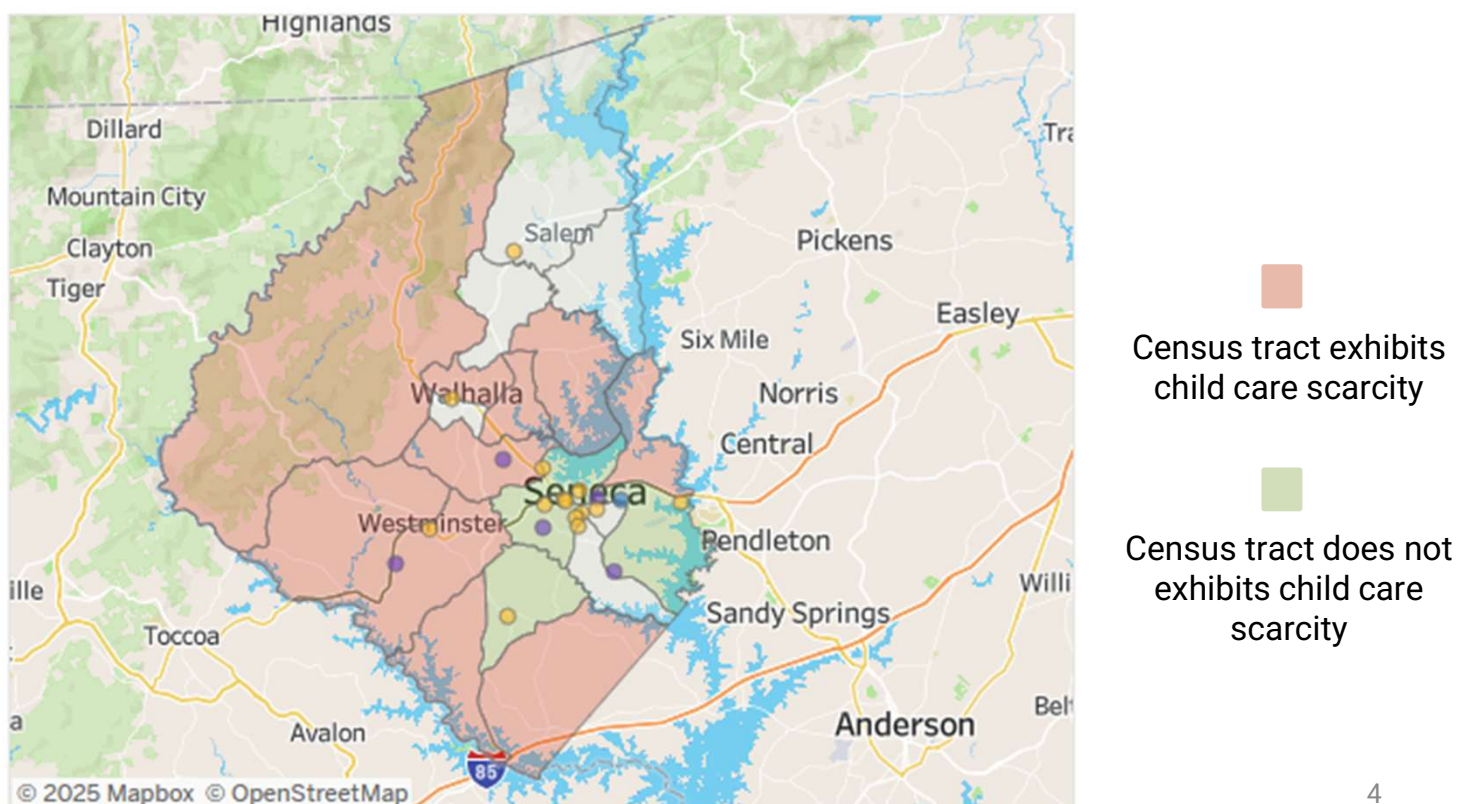
Priority Area One: Increase Access to Affordable & Quality Childcare

Majority of Oconee County exhibits child care scarcity.

SC First Steps LP Needs Assessment

Increase the availability of affordable, high-quality childcare across Oconee County, especially in less served / rural areas, to support working parents and early childhood development.

Efforts to improve early childhood care in underserved areas should focus on increasing the number of high-quality childcare centers and licensed home providers, supporting participation in quality rating programs like ABC Quality, and helping centers meet higher standards through coaching and grants. Expanding childcare scholarships and subsidies, along with creating partnerships with churches and nonprofits for shared cooperatives can make care more accessible and affordable for families.



Priority Area Two: Increase Parent Education and Support Programs

94% of parents would attend a workshop if hosted in the county.

OCFS Survey Results

Develop and promote parent education and support programs to equip caregivers with the tools and knowledge to support their children's development.

Parent and family support can be strengthened by establishing workshops and support groups focused on child development, discipline strategies, and self-care, while also collaborating with other organizations to provide home visitation programs for new parents. Offering online resources and virtual support groups further increases accessibility for parents with limited time.



“Helping my child learn new skills and help him develop. I'm really struggling with that.”

Priority Area Three: Increase Awareness of Community Resources

44% of parents in Oconee County are not aware of the programs offered.

OCFS Survey Results

Increase awareness and accessibility of community resources for families with children aged 0–4 to ensure they can access services that support early childhood development, health, and family well-being.

Community connections can be strengthened by developing a centralized family resource hub both online and physical that lists programs, eligibility, and enrollment information, while also partnering with healthcare providers, childcare centers, libraries, and faith-based organizations to share resources. Hosting family engagement events with on the spot enrollment, information sessions, and community connections, along with targeted outreach campaigns in rural or underserved areas, can help ensure equitable access to services.



“Planning for a new baby and finding available resources.”

Next Steps

