



AGENDA
ALCOHOL AND DRUG ABUSE BOARD

October 21, 2013

9:30 a.m.

Suite 260, Human Services Building
1905 Duke Street
Beaufort, SC 29902

Contact: 843.255.6000

1. WELCOME

- A. Mrs. Bette Goettle, Board Chairman
- B. Presentation of Minutes from August 19, 2013 meeting ([backup](#))
- C. Presentation of Agenda for meeting, October 21, 2013

2. DIRECTOR'S REPORT

- A. Expenditure/Revenue Report / August & September FY-14 ([backup](#))
- B. Letters of Reappointment for Board members ([backup](#))
- C. Presentation of Attendance report ([backup](#))
- D. EHR (Electronic Health Record) data implementation status ([backup](#))
- E. Staff Training announcement for HIPAA/42 CFR compliance

3. NEW BUSINESS

4. OLD BUSINESS

5. ADJOURNMENT

- A. Next Board Meeting December 16/23, 2013 beginning at 9:30 a.m., Bluffton Office, 4819 Bluffton Parkway

081913 BCADAD MINUTES

August 19, 2013

The BCADAD held its bi-monthly board meeting on Monday, August 19, 2013 at the Bluffton Office at 9:30 AM.

Present were: Bette Goettle, Sally Hitchcock, Linda Hoffman, Charles Hammel and Chuck Najaka

Absent were: Fran Kenney, John Coaxum

Finance: No Representative from Finance

The meeting was opened by the Board Chairwoman, Bette Goettle. Mrs. Goettle presented the Old Minutes for review. Charles Hammel moved to accept the Old Minutes as written and Chuck Najaka seconded. The motion passed with a unanimous vote. The Agenda was the next item to be reviewed. Charles Hammel moved to accept the Agenda as presented Sally Hitchcock seconded. The motion passed with a unanimous vote to approve the Agenda as written.

At this time, the meeting was turned over to the Director, Mr. Boyne. Mr. Boyne began with the Monthly Expenditure Report. Mr. Boyne stated that we would be receiving the Excise Tax check sometime in late September. The check we received last year for the Excise Tax was for \$240,000. He also stated that the final budget reflected the actual total budget for the current fiscal year for personnel and operations was 1.3 million dollars. Mr. Boyne continued by reminding the Board that a special grant of \$100,000 for Drug Court was awarded four (4) years ago and the current balance from that grant was \$18,500. Mr. Boyne said there will be a number of grants expired in Fiscal Year 2015, but as long as the money is there, we can continue to do Drug Court. He added that we have melded the Drug Court Program into our treatment umbrella and that the biggest expense was for drug screens

Mr. Boyne announced that we have the FY-09 Medicaid Cost Settlement check which will be sent to us soon. We received a cut in the Federal Block Grant of 5 percent and this could result in a year end deficit for the Agency, the first time in our history. We asked for \$430,000 from the General Fund and only received \$400,000. Mr. Boyne stated that we were still forging ahead and that we were striving to ensure that we would not end up in a deficit as we are continuing to collect fees and more insurance companies are seeking us out as a treatment source.

Mr. Boyne reminded the Board that there was to be a distribution of the three million dollar grant given to the Department of Health and Human Services and the 2009 Medicaid Cost Settlement payment should be issued within the month. Mr. Boyne stated that concluded the financial picture. He announced that an article in Pink Magazine mentioned our Prevention Team and that they were working with SADD (Students Against Destructive Decisions) in their Wake Up South Carolina campaign. This joint effort is provided by SADD members, Beaufort County Alcohol and Drug Abuse employees and the State Highway Patrol. Two days before Thanksgiving, these individuals serve fresh coffee, tea and hot

chocolate at the I-95 rest stop in Hardeeville to Holiday travelers for twelve hours to promote alertness and safe travel. A joint collaboration of this type is always good for the community as a whole.

Mr. Boyne stated that this concluded his presentation. There was no New Business or Old Business to present. At this time, Chuck Najaka moved to adjourn the Board Meeting, Linda Hoffman seconded and all Board members present concurred.

Mr. Boyne announced the next Board meeting will be in Beaufort on Monday, October 21st, 2014 at 9:30 AM.

Monthly Expenditure Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: August, 2014

<i>Expense Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Total Spent</i>
	# of FTE's: 3.27	2501-IOP - General
	# of FTE's: 8.08	3001-CBT
	# of FTE's: 3.45	4001-Intervention - ADSAP
	# of FTE's: 1.18	5501-Intervention - ScIP
	# of FTE's: 4.02	8001-Prevention - Consolidated Grant
0100-Personnel Services	2501-IOP - General	7,303.00
0100-Personnel Services	3001-CBT	15,165.00
0100-Personnel Services	4001-Intervention - ADSAP	14,544.00
0100-Personnel Services	5501-Intervention - ScIP	4,552.00
0100-Personnel Services	8001-Prevention - Consolidated Grant	10,218.00
0200-Contractual Services (Personnel)	2501-IOP - General	480.00
0200-Contractual Services (Personnel)	3001-CBT	1,239.00
0200-Contractual Services (Personnel)	4001-Intervention - ADSAP	1,068.00
0200-Contractual Services (Personnel)	5501-Intervention - ScIP	194.00
0200-Contractual Services (Personnel)	8001-Prevention - Consolidated Grant	240.00
0250-Contractual Services (Other)	2501-IOP - General	5.00
0250-Contractual Services (Other)	3001-CBT	28.00
0250-Contractual Services (Other)	4001-Intervention - ADSAP	22.00
0250-Contractual Services (Other)	5501-Intervention - ScIP	5.00
0250-Contractual Services (Other)	8001-Prevention - Consolidated Grant	14.00
0275-TB Testing	3001-CBT	0
0300-Supplies/Materials	2501-IOP - General	32.00
0300-Supplies/Materials	3001-CBT	172.00
0300-Supplies/Materials	4001-Intervention - ADSAP	4,135.00
0300-Supplies/Materials	5501-Intervention - ScIP	32.00
0300-Supplies/Materials	8001-Prevention - Consolidated Grant	92.00
0400-Fixed Charges	2501-IOP - General	27.00
0400-Fixed Charges	3001-CBT	391.00
0400-Fixed Charges	4001-Intervention - ADSAP	114.00
0400-Fixed Charges	5501-Intervention - ScIP	27.00
0400-Fixed Charges	8001-Prevention - Consolidated Grant	78.00
0500-Travel	2501-IOP - General	279.00
0500-Travel	3001-CBT	36.00
0500-Travel	4001-Intervention - ADSAP	15.00
0500-Travel	5501-Intervention - ScIP	20.00
0500-Travel	8001-Prevention - Consolidated Grant	552.00
0600-Equipment	3001-CBT	0
0600-Equipment	4001-Intervention - ADSAP	0
0600-Equipment	5501-Intervention - ScIP	0
0600-Equipment	8001-Prevention - Consolidated Grant	0
1300-Employer Contributions	2501-IOP - General	3,291.00
1300-Employer Contributions	3001-CBT	6,438.00
1300-Employer Contributions	4001-Intervention - ADSAP	6,284.00
1300-Employer Contributions	5501-Intervention - ScIP	1,881.00
1300-Employer Contributions	8001-Prevention - Consolidated Grant	4,200.00
2000-Other Expenditures (reimbursable)	8001-Prevention - Consolidated Grant	0
2020-Administrative Cost (reimbursable)	2501-IOP - General	1,929.00
2020-Administrative Cost (reimbursable)	3001-CBT	3,858.00
2020-Administrative Cost (reimbursable)	4001-Intervention - ADSAP	4,272.00
2020-Administrative Cost (reimbursable)	5501-Intervention - ScIP	1,102.00
2020-Administrative Cost (reimbursable)	8001-Prevention - Consolidated Grant	2,619.00
2025-Administrative Cost (non-reimbursable)	2501-IOP - General	0
2025-Administrative Cost (non-reimbursable)	3001-CBT	0

Monthly Expenditure Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: August, 2014

<i>Expense Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Total Spent</i>
2025-Administrative Cost (non-reimbursable)	4001-Intervention - ADSAP	0
2025-Administrative Cost (non-reimbursable)	5501-Intervention - SciP	0
2025-Administrative Cost (non-reimbursable)	8001-Prevention - Consolidated Grant	0
2050-Other Expenditures (non-reimbursable)-1001	2501-IOP - General	0
2050-Other Expenditures (non-reimbursable)-1001	3001-CBT	0
2050-Other Expenditures (non-reimbursable)-1001	4001-Intervention - ADSAP	0
2050-Other Expenditures (non-reimbursable)-1001	5501-Intervention - SciP	0
2050-Other Expenditures (non-reimbursable)-1001	8001-Prevention - Consolidated Grant	0
Total:		96,953.00

Monthly Revenue Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: August, 2014

<i>Revenue Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Special Contract Code & Description</i>	<i>Collected</i>	<i>Charged</i>
0700-Donations	8103-Prevention - Other (Non DAOD		0	0
1801-Minibottle	2501-IOP - General		0	0
1801-Minibottle	3001-CBT		0	0
1801-Minibottle	4001-Intervention - ADSAP		0	0
1801-Minibottle	5501-Intervention - SciP		0	0
1801-Minibottle	8001-Prevention - Consolidated Gran		0	0
1802-County Appropriations	2501-IOP - General		4,667.00	0
1802-County Appropriations	3001-CBT		9,333.00	0
1802-County Appropriations	4001-Intervention - ADSAP		10,333.00	0
1802-County Appropriations	5501-Intervention - SciP		2,667.00	0
1802-County Appropriations	8001-Prevention - Consolidated Gran		6,333.00	0
1803-Consolidated Grant	3001-CBT		0	0
1803-Consolidated Grant	5501-Intervention - SciP		1,753.00	0
1803-Consolidated Grant	8001-Prevention - Consolidated Gran		0	0
1804-Employee Salary Supplement (COLA)	2501-IOP - General		0	0
1804-Employee Salary Supplement (COLA)	3001-CBT		0	0
1804-Employee Salary Supplement (COLA)	4001-Intervention - ADSAP		0	0
1804-Employee Salary Supplement (COLA)	5501-Intervention - SciP		0	0
1804-Employee Salary Supplement (COLA)	8001-Prevention - Consolidated Gran		0	0
1805-State Block Grant	4001-Intervention - ADSAP		0	0
1808-Medicaid	3001-CBT		24,909.09	0
1813-Consolidated Grant (Federal Dollars)	3001-CBT		27,101.00	0
1813-Consolidated Grant (Federal Dollars)	4001-Intervention - ADSAP		26,271.00	0
1813-Consolidated Grant (Federal Dollars)	8001-Prevention - Consolidated Gran		17,756.00	0
1819-Omega Continuing Care	5501-Intervention - SciP		0	0
1825-Youth Prevention Initiative	8503-Prevention - Youth Prevention I		0	0
1830-Other State	9001-Other - Project Not Categorized		0	0
1840-Other Local	8103-Prevention - Other (Non DAOD		0	0
1840-Other Local	9001-Other - Project Not Categorized		0	0
3113-Outpatient Fees	3001-CBT		2,297.50	0
3113-Outpatient Fees	3001-CBT		500.00	0
3115-Alcohol Education Program (AEP)	8103-Prevention - Other (Non DAOD		150.00	0
3130-ADSAP Fees	4001-Intervention - ADSAP		11,774.28	0
3131-OBI / PTI Fees	3801-OBI Outpatient Services (Level		1,075.00	0
3199-Other Client Fees	9002-Other - Training		0	0
Totals:			146,919.87	0

Monthly Expenditure Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: September, 2013

<i>Expense Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Total Spent</i>
# of FTE's: 3.27	2501-IOP - General	
# of FTE's: 8.08	3001-CBT	
# of FTE's: 3.45	4001-Intervention - ADSAP	
# of FTE's: 1.18	5501-Intervention - ScIP	
# of FTE's: 4.02	8001-Prevention - Consolidated Grant	
0100-Personnel Services	2501-IOP - General	3,428.00
0100-Personnel Services	3001-CBT	19,208.00
0100-Personnel Services	4001-Intervention - ADSAP	15,112.00
0100-Personnel Services	5501-Intervention - ScIP	3,806.00
0100-Personnel Services	8001-Prevention - Consolidated Grant	10,627.00
0200-Contractual Services (Personnel)	2501-IOP - General	297.00
0200-Contractual Services (Personnel)	3001-CBT	1,570.00
0200-Contractual Services (Personnel)	4001-Intervention - ADSAP	1,230.00
0200-Contractual Services (Personnel)	5501-Intervention - ScIP	94.00
0200-Contractual Services (Personnel)	8001-Prevention - Consolidated Grant	635.00
0250-Contractual Services (Other)	2501-IOP - General	194.00
0250-Contractual Services (Other)	3001-CBT	1,745.00
0250-Contractual Services (Other)	4001-Intervention - ADSAP	1,033.00
0250-Contractual Services (Other)	5501-Intervention - ScIP	257.00
0250-Contractual Services (Other)	8001-Prevention - Consolidated Grant	13.00
0275-TB Testing	3001-CBT	0
0300-Supplies/Materials	2501-IOP - General	165.00
0300-Supplies/Materials	3001-CBT	990.00
0300-Supplies/Materials	4001-Intervention - ADSAP	783.00
0300-Supplies/Materials	5501-Intervention - ScIP	192.00
0300-Supplies/Materials	8001-Prevention - Consolidated Grant	246.00
0400-Fixed Charges	2501-IOP - General	14.00
0400-Fixed Charges	3001-CBT	193.00
0400-Fixed Charges	4001-Intervention - ADSAP	177.00
0400-Fixed Charges	5501-Intervention - ScIP	134.00
0400-Fixed Charges	8001-Prevention - Consolidated Grant	38.00
0500-Travel	2501-IOP - General	0
0500-Travel	3001-CBT	16.00
0500-Travel	4001-Intervention - ADSAP	15.00
0500-Travel	5501-Intervention - ScIP	10.00
0500-Travel	8001-Prevention - Consolidated Grant	300.00
0600-Equipment	3001-CBT	0
0600-Equipment	4001-Intervention - ADSAP	0
0600-Equipment	5501-Intervention - ScIP	0
0600-Equipment	8001-Prevention - Consolidated Grant	0
1300-Employer Contributions	2501-IOP - General	1,545.00
1300-Employer Contributions	3001-CBT	8,154.00
1300-Employer Contributions	4001-Intervention - ADSAP	6,530.00
1300-Employer Contributions	5501-Intervention - ScIP	1,573.00
1300-Employer Contributions	8001-Prevention - Consolidated Grant	4,369.00
2000-Other Expenditures (reimbursable)	8001-Prevention - Consolidated Grant	0
2020-Administrative Cost (reimbursable)	2501-IOP - General	987.00
2020-Administrative Cost (reimbursable)	3001-CBT	5,359.00
2020-Administrative Cost (reimbursable)	4001-Intervention - ADSAP	4,090.00
2020-Administrative Cost (reimbursable)	5501-Intervention - ScIP	987.00
2020-Administrative Cost (reimbursable)	8001-Prevention - Consolidated Grant	2,679.00
2025-Administrative Cost (non-reimbursable)	2501-IOP - General	314.00
2025-Administrative Cost (non-reimbursable)	3001-CBT	1,677.00

Monthly Expenditure Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: September, 2013

<i>Expense Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Total Spent</i>
2025-Administrative Cost (non-reimbursable)	4001-Intervention - ADSAP	1,310.00
2025-Administrative Cost (non-reimbursable)	5501-Intervention - ScIP	314.00
2025-Administrative Cost (non-reimbursable)	8001-Prevention - Consolidated Grant	892.00
2050-Other Expenditures (non-reimbursable)-1001	2501-IOP - General	0
2050-Other Expenditures (non-reimbursable)-1001	3001-CBT	0
2050-Other Expenditures (non-reimbursable)-1001	4001-Intervention - ADSAP	0
2050-Other Expenditures (non-reimbursable)-1001	5501-Intervention - ScIP	0
2050-Other Expenditures (non-reimbursable)-1001	8001-Prevention - Consolidated Grant	0
Total:		103,302.00

Monthly Revenue Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: September, 2013

<i>Revenue Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Special Contract Code & Description</i>	<i>Collected</i>	<i>Charged</i>
0700-Donations	8103-Prevention - Other (Non DAOD		0	0
1801-Minibottle	2501-IOP - General		0	0
1801-Minibottle	3001-CBT		0	0
1801-Minibottle	4001-Intervention - ADSAP		0	0
1801-Minibottle	5501-Intervention - SciP		0	0
1801-Minibottle	8001-Prevention - Consolidated Gran		0	0
1802-County Appropriations	2501-IOP - General		2,333.00	0
1802-County Appropriations	3001-CBT		12,667.00	0
1802-County Appropriations	4001-Intervention - ADSAP		9,667.00	0
1802-County Appropriations	5501-Intervention - SciP		2,333.00	0
1802-County Appropriations	8001-Prevention - Consolidated Gran		6,333.00	0
1803-Consolidated Grant	3001-CBT		0	0
1803-Consolidated Grant	5501-Intervention - SciP		0	0
1803-Consolidated Grant	8001-Prevention - Consolidated Gran		0	0
1804-Employee Salary Supplement (COLA)	2501-IOP - General		0	0
1804-Employee Salary Supplement (COLA)	3001-CBT		0	0
1804-Employee Salary Supplement (COLA)	4001-Intervention - ADSAP		0	0
1804-Employee Salary Supplement (COLA)	5501-Intervention - SciP		0	0
1804-Employee Salary Supplement (COLA)	8001-Prevention - Consolidated Gran		0	0
1805-State Block Grant	4001-Intervention - ADSAP		0	0
1808-Medicaid	3001-CBT		0	0
1813-Consolidated Grant (Federal Dollars)	3001-CBT		0	0
1813-Consolidated Grant (Federal Dollars)	4001-Intervention - ADSAP		0	0
1813-Consolidated Grant (Federal Dollars)	8001-Prevention - Consolidated Gran		0	0
1819-Omega Continuing Care	5501-Intervention - SciP		0	0
1825-Youth Prevention Initiative	8503-Prevention - Youth Prevention I		0	0
1830-Other State	9001-Other - Project Not Categorized		0	0
1840-Other Local	8103-Prevention - Other (Non DAOD		0	0
1840-Other Local	9001-Other - Project Not Categorized		0	0
1844-School District	8103-Prevention - Other (Non DAOD		0	0
2000-Miscellaneous	8103-Prevention - Other (Non DAOD		0	0
3113-Outpatient Fees	3001-CBT		2,878.15	0
3115-Alcohol Education Program (AEP)	3001-CBT		500.00	0
3130-ADSAP Fees	4001-Intervention - ADSAP		6,943.00	0
3131-OBI / PTI Fees	3801-OBI Outpatient Services (Level		325.00	0
Totals:			43,979.15	0

Expenditure Budget Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: 2014 (Fiscal Year)

<i>Expense Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Budgeted</i>
0100-Personnel Services	2501-IOP - General	44,570.00
0100-Personnel Services	3001-CBT	249,749.00
0100-Personnel Services	4001-Intervention - ADSAP	196,456.00
0100-Personnel Services	5501-Intervention - SciP	49,483.00
0100-Personnel Services	8001-Prevention - Consolidated Grant	138,138.00
0200-Contractual Services (Personnel)	2501-IOP - General	4,000.00
0200-Contractual Services (Personnel)	3001-CBT	27,000.00
0200-Contractual Services (Personnel)	4001-Intervention - ADSAP	17,000.00
0200-Contractual Services (Personnel)	5501-Intervention - SciP	7,000.00
0200-Contractual Services (Personnel)	8001-Prevention - Consolidated Grant	13,000.00
0250-Contractual Services (Other)	2501-IOP - General	930.00
0250-Contractual Services (Other)	3001-CBT	5,940.00
0250-Contractual Services (Other)	4001-Intervention - ADSAP	4,733.00
0250-Contractual Services (Other)	5501-Intervention - SciP	1,175.00
0250-Contractual Services (Other)	8001-Prevention - Consolidated Grant	552.00
0275-TB Testing	3001-CBT	0
0300-Supplies/Materials	2501-IOP - General	2,199.00
0300-Supplies/Materials	3001-CBT	6,528.00
0300-Supplies/Materials	4001-Intervention - ADSAP	15,863.00
0300-Supplies/Materials	5501-Intervention - SciP	1,713.00
0300-Supplies/Materials	8001-Prevention - Consolidated Grant	6,280.00
0400-Fixed Charges	2501-IOP - General	1,139.00
0400-Fixed Charges	3001-CBT	5,267.00
0400-Fixed Charges	4001-Intervention - ADSAP	2,780.00
0400-Fixed Charges	5501-Intervention - SciP	1,164.00
0400-Fixed Charges	8001-Prevention - Consolidated Grant	2,343.00
0500-Travel	2501-IOP - General	750.00
0500-Travel	3001-CBT	3,000.00
0500-Travel	4001-Intervention - ADSAP	400.00
0500-Travel	5501-Intervention - SciP	500.00
0500-Travel	8001-Prevention - Consolidated Grant	5,500.00
0600-Equipment	3001-CBT	0
0600-Equipment	4001-Intervention - ADSAP	0
0600-Equipment	5501-Intervention - SciP	0
0600-Equipment	8001-Prevention - Consolidated Grant	0
1300-Employer Contributions	2501-IOP - General	20,083.00
1300-Employer Contributions	3001-CBT	106,018.00
1300-Employer Contributions	4001-Intervention - ADSAP	84,889.00
1300-Employer Contributions	5501-Intervention - SciP	20,446.00
1300-Employer Contributions	8001-Prevention - Consolidated Grant	56,789.00
2000-Other Expenditures (reimbursable)	8001-Prevention - Consolidated Grant	0
2020-Administrative Cost (reimbursable)	2501-IOP - General	12,819.00
2020-Administrative Cost (reimbursable)	3001-CBT	67,758.00
2020-Administrative Cost (reimbursable)	4001-Intervention - ADSAP	53,107.00
2020-Administrative Cost (reimbursable)	5501-Intervention - SciP	12,819.00
2020-Administrative Cost (reimbursable)	8001-Prevention - Consolidated Grant	36,626.00
2025-Administrative Cost (non-reimbursable)	2501-IOP - General	368.00
2025-Administrative Cost (non-reimbursable)	3001-CBT	1,943.00
2025-Administrative Cost (non-reimbursable)	4001-Intervention - ADSAP	1,522.00
2025-Administrative Cost (non-reimbursable)	5501-Intervention - SciP	368.00
2025-Administrative Cost (non-reimbursable)	8001-Prevention - Consolidated Grant	1,049.00
2050-Other Expenditures (non-reimbursable)-1001	2501-IOP - General	0
2050-Other Expenditures (non-reimbursable)-1001	3001-CBT	0

Expenditure Budget Report
Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: 2014 (Fiscal Year)

<i>Expense Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Budgeted</i>
2050-Other Expenditures (non-reimbursable)-1001	4001-Intervention - ADSAP	0
2050-Other Expenditures (non-reimbursable)-1001	5501-Intervention - SciP	0
2050-Other Expenditures (non-reimbursable)-1001	8001-Prevention - Consolidated Grant	0
	Total:	1,291,756.00

Revenue Budget Report

Beaufort County Alcohol & Drug Abuse Department

Reporting for Fiscal Period: 2014 (Fiscal Year)

<i>Revenue Code & Description</i>	<i>Cost Center Code & Description</i>	<i>Special Contract Code & Description</i>	<i>Collected</i>	<i>Charged</i>
0700-Donations	8103-Prevention - Other (Non DAOD)		0	0
1801-Minibottle	2501-IOP - General		17,253.00	0
1801-Minibottle	3001-CBT		91,192.00	0
1801-Minibottle	4001-Intervention - ADSAP		71,475.00	0
1801-Minibottle	5501-Intervention - SciP		17,253.00	0
1801-Minibottle	8001-Prevention - Consolidated Gran		49,293.00	0
1802-County Appropriations	2501-IOP - General		30,453.00	0
1802-County Appropriations	3001-CBT		160,964.00	0
1802-County Appropriations	4001-Intervention - ADSAP		126,161.00	0
1802-County Appropriations	5501-Intervention - SciP		30,453.00	0
1802-County Appropriations	8001-Prevention - Consolidated Gran		87,006.00	0
1803-Consolidated Grant	3001-CBT		0	0
1803-Consolidated Grant	5501-Intervention - SciP		1,753.00	0
1803-Consolidated Grant	8001-Prevention - Consolidated Gran		0	0
1804-Employee Salary Supplement (COLA)	2501-IOP - General		2,282.00	0
1804-Employee Salary Supplement (COLA)	3001-CBT		12,064.00	0
1804-Employee Salary Supplement (COLA)	4001-Intervention - ADSAP		9,455.00	0
1804-Employee Salary Supplement (COLA)	5501-Intervention - SciP		2,282.00	0
1804-Employee Salary Supplement (COLA)	8001-Prevention - Consolidated Gran		6,522.00	0
1805-State Block Grant	4001-Intervention - ADSAP		6,308.00	0
1808-Medicaid	3001-CBT		35,000.00	0
1813-Consolidated Grant (Federal Dollars)	3001-CBT		224,196.00	0
1813-Consolidated Grant (Federal Dollars)	4001-Intervention - ADSAP		29,007.00	0
1813-Consolidated Grant (Federal Dollars)	8001-Prevention - Consolidated Gran		85,384.00	0
1819-Omega Continuing Care	5501-Intervention - SciP		0	0
1825-Youth Prevention Initiative	8503-Prevention - Youth Prevention I		0	0
1830-Other State	9001-Other - Project Not Categorized		0	0
1840-Other Local	8103-Prevention - Other (Non DAOD)		0	0
1840-Other Local	9001-Other - Project Not Categorized		0	0
2000-Miscellaneous	8103-Prevention - Other (Non DAOD)		0	0
3113-Outpatient Fees	3001-CBT		40,500.00	0
3115-Alcohol Education Program (AEP)	3001-CBT		6,000.00	0
3115-Alcohol Education Program (AEP)	8103-Prevention - Other (Non DAOD)		500.00	0
3130-ADSAP Fees	4001-Intervention - ADSAP		136,000.00	0
3131-OBI / PTI Fees	3801-OBI Outpatient Services (Level		13,000.00	0
3133-SciP Fees	5501-Intervention - SciP		0	0
Totals:			1,291,756.00	0

LETTER OF REAPPOINTMENT

October 21, 2013

Mr. D. Paul Sommerville, Chairman
Beaufort County Council
PO Drawer 1228
Beaufort, SC 29901-1228

Re: Reappointment to: **The Beaufort County Alcohol & Drug Abuse Board**

Dear Mr. Sommerville:

I hereby respectfully request that I be considered for reappointment to serve as a member of the Beaufort County Alcohol & Drug Abuse Board, effective October 21, 2013.

Sincerely,

John Coaxum

LETTER OF REAPPOINTMENT

October 21, 2013

Mr. D. Paul Sommerville, Chairman
Beaufort County Council
PO Drawer 1228
Beaufort, SC 29901-1228

Re: Reappointment to: **The Beaufort County Alcohol & Drug Abuse Board**

Dear Mr. Sommerville:

Inasmuch, as I have not full filled my attendance requirements during the past few months due to some serious health related issues, I, never-the-less, am now ready and able to continue my service with the Alcohol & Drug Abuse Board, Therefore,

I hereby respectfully request that I be considered for reappointment to serve as a member of the Beaufort County Alcohol & Drug Abuse Board, effective October 21, 2013.

Sincerely,

Frances Kenney

Alcohol and Drug Abuse Board
Attendance 2013

Month Date	January 14	February *	March *	April 15	May *	June 17	July	August 19	September	October 21	November	December 23	Total	Average
Coaxum	1	*	*	1	*	1		0					3	75%
Goettle	0	*	*	1	*	1		1					3	75%
Hammel	1	*	*	1	*	1		1					4	100%
Hitchcock **	**	*	*	1	*	1		1					3	100%
Hoffman	1	*	*	1	*	0		1					3	75%
Kenney	1	*	*	1	*	0		0					2	50%
Najaka	0	*	*	1	*	1		1					3	75%

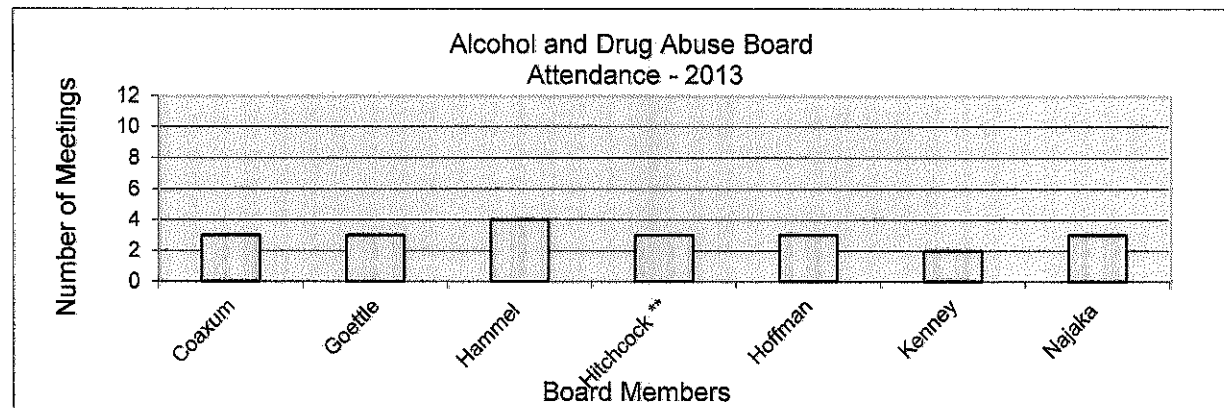
1 - Present

0 - Absent

* No meeting

** Appointed Hitchcock 02.11.13

*** Resigned



Boyne, Bud

From: Laura Stuckey - BHSA <bhsa@capconsc.com>
Sent: Friday, October 11, 2013 9:26 AM
To: bhsamembership@capconsc.com; ehrpoc@capconsc.com
Subject: [bhsamembership] EHR Update / Waves 1, 2, 3

Directors/EHR Points of Contact,

We are nearing completion of week 2 of the EHR for the Wave 1 agencies. A conference call was held Thursday with each of the Wave 1 agencies to get feedback on their progress and to collect recommendations for Wave 2 agencies since they will "go live" on November 1st. From this conference call, I'm happy to report that all Wave 1 agencies are progressing nicely in implementing the EHR. There are obvious bumps along the way which we anticipated would occur anytime you change systems and change the way you see and document client services. Most of these issues revolve around failed claims which can be for a myriad of reasons but are more than likely caused by clinicians failing to complete or sign documents. As clinicians get more and more used to the system these errors will dissipate. That being said, feedback from clinicians has been positive thus far.

In terms of recommendations for Wave 2 agencies, the following was expressed by the Wave 1 participants:

- If not already done so, make sure that every staff member has been setup in the certification system and has been trained.
- Set aside time for clinicians, and medical staff if applicable, to enter mock client data in the certification system and carry those clients from Point of Entry all the way through to Discharge. Make sure they are scheduling each of the different services in each of the programs your agency has so they can become familiar with all of the documentation and workflows.
- Include role plays of Assessment, Tx Planning, and Discharge Planning so clinicians can become comfortable in conducting those services with a "client". If you have bedded services, ensure your residential staff also role play things such as completing the nursing assessment and history and physical with a "client".
- Examine how your agency currently handles different processes such as group orientation, walk-in crisis or open access for clients and think of how those processes might be affected by the new EHR to determine what your workflow will be.
- If not already done so, Wave 2 agencies should contact their Wave 1 pairing to schedule a day or two to visit and observe/learn.
- **Wave 2 and Wave 3 Agencies – PRACTICE, PRACTICE, PRACTICE!!!!**

I would be remiss if I didn't publicly recognize and cheer the hard work of our 4 "experts" on the EHR who have generously devoted the better part of the last 6 months to building this system and troubleshooting the problems for our agencies. Anne Shirley of LRADAC, Kelly Grobmyer of Charleston, Jacque Jones of Greenville and Susan Fitzpatrick of York have done and continue to do a tremendous job with this massive undertaking so please join me in thanking them for all they have done.

Wave 2 agencies should look to receive an email from Anne Shirley soon with further instructions to help transition data from the certification system to the live system. Because of the tight timeframe we are operating under, it is imperative that once you receive those emails you respond back with the requested information as quickly as possible. In the meantime, if you are experiencing any issues that don't seem to get resolved, please contact your Wave 1 agency or the your point of contact for help.

Feel free to also contact me if you have questions,

Mike Dennis, Executive Director