

091712 BCADAD MINUTES

September 17, 2012

The BCADAD held its bi-monthly board meeting on Monday, September 17th, 2012 at the Beaufort Office at 9:30 AM.

Present were Bette Goettle, Fran Kenney, John Coaxum, Charles Hammel and Chuck Najaka

Absent were: Mary Johnson and Linda Hoffman* *(Religious Holiday)

Finance: No Representative from Finance

The meeting was opened by Bette Goettle. Ms. Goettle asked the Board to take a few moments and review the Old Minutes. Ms. Goettle then made a motion to approve the old Minutes, Charles Hammel moved to accept the Old Minutes as written and Chuck Najaka seconded. The motion passed with a unanimous vote.

Ms. Goettle asked the Board to review the Agenda as presented. John Coaxum moved to accept the Agenda and Charles Hammel seconded. The motion passed with a unanimous vote. The meeting was then turned over to the Director, Mr. Boyne.

Mr. Boyne stated that Mary Johnson, the BCADAD Chair, had tendered her resignation due to health issues and a pending relocation to Florida. Mr. Boyne said she would be sending in a formal letter of resignation. Mr. Boyne stated that Ms. Johnson had been on the BCADAD Board since 1988 and her presence will be sorely missed. Mr. Boyne then announced that Bette Goettle, Vice Chair, would move into the Chair position. Mr. Boyne stated this leaves a vacancy on the Board and representation is needed from South of the Broad. Mr. Boyne asked Ms. Kenney and Mr. Najaka for suggestions for a viable candidate.

Mr. Boyne moved on to the Financial Report. Mr. Boyne stated that we are in pretty good shape financially speaking. He announced that the fund balance at the end of June was approximately 40 to 60 thousand dollars to the good. He went on to say that revenue has been up the last 4 to 5 years, but could not be sure that this trend would continue.

Mr. Boyne announced that it had been determined that there would be a two percent (2%) Cost of Living Allowance. There has not been a COLA for employees for the last four years. Mr. Boyne stated that there had been a proposal for an additional one percent (1%) increase, but it was felt that would not fly.

Mr. Boyne stated that reassessments for Personal Property taxes occur every five years and it appears that there will be a major shortfall in these funds and the county will have to devise strategies to deal with this shortfall. He stated that the tax-paying public may not understand why property values are down and taxes possibly could go up.

Mr. Boyne stated that we should be fine this budget year, but we may be facing a reduction in force in the future, but this has not been finalized.

He stated that some of the deficit will be balanced out by natural attrition of employees. He added that there have been some 80 positions that have been nullified.

Mr. Boyne then announced that since 2002, our agency has served over 12,000 of our citizens, this is about 7 percent of our population. Ms. Kenney asked the Director what was the breakdown with regard to those numbers. Mr. Boyne stated 60% in the Beaufort area and 40% in the Bluffton/Hilton Head area.

Mr. Boyne went on to say that barring any surprises, we should be fine for the current fiscal year. One of the biggest drops in our operational budget was the fact that there was no office rent for the Myrtle Park Professional Center due to the fact that Beaufort County purchased this building. He went on to state that we are going to be able to purchase a new vehicle under a State Contract. The new purchase will be a Chevrolet Impala at a cost of \$18,000 to \$19,000. We are simply waiting for Purchasing and Finance to release the funds and should have the vehicle by December of this year.

Mr. Boyne ended the Financial Report by stating that we lost the Kidsville publication due to the publisher moving on to a bigger market.

Mr. Boyne then presented the Director's Report. He stated that we would have our DAODAS site visit on September 26, 2012. This visit will address clinical and quality assurance issues. We will receive a written report outlining how we did. Mr. Boyne stated that we will have another CARF inspection in March of 2014. He stated that the CARF visit usually costs us around \$9,000. This will be the 5th visit in our history.

Mr. Boyne stated that these are tough financial times and we are going to have to come up with new innovated ways to develop our core operation. He stated we are just going to stick to basics. He stated that on the state scene, the Federal Government is pushing Electronic Health Records. Mr. Boyne announced that we are changing our software provider. The new company is CareLogic. The cost of this new software would be in the \$300,000 range and would be tiered (based on the size of the agency).

Mr. Boyne moved on to the Staff Report. He announced that we lost 4 staff members. Two of our staff, including one of our prevention specialists, Ms. Christy Jeter, accepted positions with the USMC on Parris Island. Our new adolescent staff member left shortly after being hired due to being overwhelmed and we lost one administrative position in Bluffton. Mr. Boyne stated that we have replaced one of our ADSAP positions. Our new hire, Ms. Vondalyn Simmons has already started. Mr. Boyne went on to say that we are in the second round of interviews for our Prevention Specialist's position. He said we simply double up and carry on.

Mr. Boyne announced that we have considered using the Fair Debt Set-off program to go after uncollected debt and that this may be a viable tool in the future. Due to all the new upcoming software changes and other healthcare reform issues, this may be a collection tool best left for the future.

Mr. Boyne stated that our Prevention Programs, one of which is the Synar Tobacco Buys received favorable review in our local newspaper. Mr. Boyne stated that this concludes his Director's Report.

Bette Goettle made a motion to conclude the meeting as there was no old business nor new business to conduct. Charles Hammel seconded. All the present Board members voted to conclude the meeting.

Mr. Boyne announced that the next Board Meeting would be at the Bluffton Offices on the 19th of November 2012 at 9:30 am