

**Beaufort County Alcohol & Drug Abuse Department  
Virtual Board Meeting Minutes  
Wednesday, December 16, 2020**

**Attending Board Members:** Thomas Hale, Worth Liipfert, Linda Hoffman, Carol Hartman and Joe Naughton

**Absent Board Members:** Javier Zimbron

**Visitors:** Larry McElynn, County Council Member and Liaison to Beaufort County Alcohol & Drug Abuse Board; Chuck Atkinson, Assistant County Administrator for Community Services

**Attending Beaufort County Alcohol & Drug Abuse (BCADAD) Staff:** Steve Donaldson, BJ Ray and Christina Coker

**Meeting called to order at 4:05pm by:** Worth Liipfert

**Pledge of Allegiance was cited**

**Emailed Handouts to Board Members:**

Agenda  
Minutes from October 14, 2020 Meeting  
Director's Report

**Previous Meeting Minutes Approval:**

Motion made by Worth Liipfert to approve the minutes from October 14, 2020  
2<sup>nd</sup> by Carol Hartman  
Motion passed unanimously

**Action Items from last meeting:** None

**Public Comment:** None

**Director's Report:**

- **COVID Update:**
  - The BCADAD Offices reopened to the public on November 16, 2020. There were staff members who had concerns with reopening the office at this time with the numbers in South Carolina on the rise. These concerns were taken into account by Leadership and changes were made to the schedule to reduce the number of staff in the office on any given day. Staff were reminded to continue to follow the CDC Safety Guidelines at the December 7<sup>th</sup> Virtual All Staff Meeting.
  - There are small in-person Intensive Outpatient Groups being held in both offices with others being held virtually.
  - The department is planning for more in-person groups after the new year for patients with private insurance, Medicaid or covered under a Managed Care Organization (MCO). The State of South Carolina Department of Alcohol and Other Drug Abuse Services (DAODAS) along with the South Carolina Department of Health and Human Services

(DHHS) is not allowing for payment of virtual groups for patients they are funding. Continued advocacy for regulatory bodies to remove self-imposed barriers continues with the assistance of the Behavioral Health Services Association of South Carolina.

- **Medication Assisted Treatment (MAT) Program:**
  - Beaufort Memorial Hospital (BMH) is moving forward with implementing the Medication Assisted Treatment Program and have signed the MAT contract with BCADAD. The goal at this time is to have the program operational in the Lady's Island and Okatie Clinics by February 2021.
  
- **Screening-Brief-Interview-Referral to Treatment (SBIRT) Program:**
  - The leadership team learned more information after the last board meeting, which led to the decision not to place embed a BCADAD employee in the emergency department. The BMH made arrangements with DAODAS for this position to be filled by FAVOR-Greenville, and to work collaboratively with BCADAD on referral protocols.
  
- **Personnel Updates:**
  - Presently BCADAD is experiencing a clinical staff shortage: One staff member is presently on Family Medical Leave utilizing the Family Medical Leave Act (FMLA). Another staff member will be going out on FMLA at the end of December. Collectively, the reduction is 45% from this time last year.
  - The BCADAD has had one staff member test positive for COVID-19 this month. She has reported having a mild case with few symptoms.
  - Two grant funded positions are still open. By using "Indeed" as an advertising source, some good applications have been received. Interviews will be set up in the near future. Steve said yes, when a board member asked if applications for the Peer Recovery Support position are still being accepted.
  
- **Employee Spotlight:**
  - At the suggestion of the Interim County Administrator, BCADAD's Leadership Team has decided to not only nominate a staff member to be recognized at County Council in the County Administrator's Report, but to "spotlight" a staff member on a quarterly basis to be written up in the "Butterfly Effect" (agency newsletter) and highlighted on the agency bulletin boards.
  
- **New Opportunities**
  - **State Opioid Response (SOR) Funds**  
The BCADAD is proud to announce that our Prevention Staff was awarded a \$50K grant at the beginning of December. The details will be discussed at the next Board Meeting.
  
- **Financial Report: Christina Coker**
  - Christina went over the Year-To-Date financials which included figures for the period of July-November 2020. She reported the figures show BCADAD had received 26% of expected revenue and used 29% of expected expenses. She reported BCADAD is still expected to transfer over \$463K to zero out finances

for FY21. The transfer will take place at the end of June 2021. She also shared a State report showing the loss of revenue for the period of July-November 2020 compared to the same time period in 2019. BCADAD shows a loss of Revenue totaling \$211,645.08 for the department.

Councilman McElynn was provided clarification on fund balance questions, and Charles Atkinson indicated Beaufort County Administration would be looking to support mid-year budget adjustments in February.

- **Board Vacancy**
  - Steve reported there had not been any applications received to fill this vacancy.
  
- **2021 Board Meeting Schedule**
  - Steve shared a proposed BCADAD Board Meeting schedule. It was the consensus of the board that meeting times would be moved to 5pm on the third Tuesday every other month beginning in February. The meetings will remain virtual for the foreseeable future and therefore, no conflicts were found.

**Next Virtual Meeting is February 16, 2021**

**Meeting Adjourned**

Submitted: bjr