

BEAUFORT COUNTY BOARD OF DISABILITIES AND SPECIAL NEEDS
1804 OLD SHELL ROAD
PORT ROYAL, SC 29935

May 17, 2011

MEMBERS PRESENT: Jonathan Brown, Algreeda Ford, Margaret Gatch, Helene Gruber, Marion McCall, Gardenia Simmons-White and Morris Campbell (Ex-Officio)

MEMBERS ABSENT: Grace Dennis, Nancy Pinkerton, and Ann Wirz

STAFF PRESENT: Mitzi Wagner, Webby Dyches and Joe Anne King

GUESTS PRESENT: Alicia Holland, County Finance, and Beverly Smith-Dore (Representing ABLE)

I. CALL TO ORDER – Jonathan Brown, Committee Chair

The meeting was called to order at 4:05 p.m.

II. WELCOMING GUESTS

Mr. Brown welcomed Ms. Holland and Ms. Dore.

- Ms. Dore thanked the board for letting her speak today on behalf of the ABLE Foundation. She said the foundation is up and moving forward, however has room for four more members. She said she was amazed at the energy, ideas and the intricate level of planning they have put in place as fundraisers. She mentioned she had brought some articles the foundation had purchased as gifts for a fundraising activity and asked board members to look at the items and place an order. The funds will be used to fund future ABLE activities.

III. MINUTES OF THE APRIL 19, 2011 BOARD MEETING

MOTION WAS MADE BY GARDENIA SIMMONS-WHITE AND SECONDED BY HELENE GRUBER TO APPROVE THE APRIL 19, 2011 BOARD MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE MAY 17, 2011 AGENDA

Mr. Brown has a topic to discuss but would cover that topic under his report.

MOTION WAS MADE BY GARDENIA SIMMONS-WHITE AND SECONDED BY MARGARET ANN GATCH TO ADOPT THE MAY 17, 2011 AGENDA WITH ADDITIONS AS NOTED. PASSED UNANIMOUSLY.

V. CHAIRMAN'S REPORT, Jonathan Brown, Committee Chair

Ms. Wirz asked Mr. Brown to encourage board members to actively participate in the ABLE Courtyard project by purchasing items on the brochure and serve on the committees for the ABLE Courtyard and the committee working on the dedication. Ms. Wagner said so far we have received \$900.00 and said it would take about \$25,000 to complete. She said Gray Family Trust will give us a \$5,000 but only if we can match it. We sent mailings out for the past couple of weeks and received

\$300.00 so far this week. People are interested so it is moving along. Mr. Brown asked Mr. Campbell about the possibility of getting a flagpole. Mr. Campbell said to put it on the list and he would see that we got the flagpole.

Mr. Brown said, personally, he would like each board member to purchase a brick with your name and the date of service at the time of the dedication. He said it would show the unity and dedication of our board members. Additional board member bricks could be added in the future. Mr. Brown's suggestion was received enthusiastically and those present agreed to purchase a brick. Ms. Wagner said this purchase would be a tax-deductible donation and a letter from the foundation for tax purposes would be provided. Ms. Gruber asked Mr. Brown if he would make this presentation to the Human Rights committee and the ABLE foundation asking them to do the same thing. Ms. Dore also asked if he would attend her sorority meeting with the same presentation and gave Mr. Brown a contact name and number.

Ms. Holland gave a short presentation of the DSN quarterly financial report. The report was sent by email, copied and distributed to board members. She reviewed several line items and answered questions.

Mr. Brown said Ms. Gatch needed help on the refreshment committee and asked for volunteers. The refreshment committee will plan and help to solicit funds and or food for refreshments for the dedication of the new facility. Ms. Ford and Ms. McCall volunteered their services. The dedication ceremonies will take place on Friday, October 14th from 3:00 until 5:00 p.m. with tours and refreshments. On Saturday, October 15th from 10:00 a.m. until 12:00 noon there will be tours, from 12:00 noon until 1:00 p.m. will be the dedication ceremonies, followed by tours of the facility

VI. EXECUTIVE DIRECTOR'S REPORT – Mitzi Wagner

Ms. Wagner introduced Ms. Dyches, Quality Assurance Coordinator. Ms. Dyches distributed copies of the results of the community review survey. She reviewed the responses and percentages for each program and answered questions. She said there were many positive comments praising their service coordinator and the service provided. She said we received very few negative comments and those issues will be addressed.

Ms. Wagner said construction was coming along. Some of the dry wall is up, the windows are in and some grading and paving has begun on the property. The day program area looks amazing and will great for our consumers in their new environment. She said that after August the facility would be one of the most secure places in the county. The next tour planned will be the last Friday of the month at 3:00 p.m. If interested in taking the tour please call Robin at 255-6300 to schedule.

The new uniform shirts for direct care staff will be available next week.

Ms. Wagner attended a meeting at Coastal Center this morning. We have a residential vacancy and if not filled, the budget for that house will go away. The only people that can move into a vacant slot now is someone from a regional center or someone on the critical list. She said our vacancy is in the female house, which makes it difficult, as most of those in the regional centers or on the critical list are males. We are trying not to make it a coed home as that can cause difficulties. We are looking into several possibilities.

Ms. Wagner spoke briefly on the State budget for 2012. She said it looks much better than expected and said she does not anticipate any cuts from South Carolina this year. The adhoc committee meets with Ms. Buscemi monthly and is asking if they will take the restrictions off residential and day. Ms. Buscemi said they would look at it but not to count on it. She did say there were some good things and relieved that there are no more cuts.

Ms. Wagner said the new head of Health and Human Services has a plan to start up Care Call, which is where a provider of any service that is a Medicaid/Medicare reimbursed service can call in for payment of that service, and document the service provided. SCDDSN is required to put money into that Care Call situation and within six-months he wants DSN providers to be on Care Call. It will mean that direct billing will occur and will not go through SCDDSN. He said SCDDSN is the only state agency that he does not know where the money goes. Ms. Wagner said it would be a major change for DSN

Mr. Brown requested an amendment to the agenda's for an additional 30 minutes to complete the remaining items on the agenda.

MOTION WAS MADE BY MARION McCALL AND SECONDED BY HELENE GRUBER TO EXTEND THE TIME FOR THE MEETING BY THRITY-MINUTES. PASSED UNANIMOUSLY.

Ms. Wagner said that Early Intervention has gone statewide from DHEC to First Steps effective on July 1. Ms. Wagner said she would provide updates as they are received.

Mr. Campbell said if you read the papers this morning, you know the county budget is a concern and some adjustments are needed. He said last year the county approved a budget of 101 million dollars for county operations and was changed to 98 million dollars in January and the budget for this fiscal year is 96.2 million dollars. He said we have to squeeze a 101 million dollar budget into 96.2 million dollars. He said we need to continue at a level that is acceptable and ensure the health and safety of individuals. He reviewed several areas that have been cut and asked for questions.

VII. POLICY COMMITTEE REPORT, Gardenia Simmons-White, Chair

- 100-05-DD Endorsement of Solicitation Proposals and Projects (Revised)
- 100-09 DD Reporting of Critical Incidents (Revised-Draft)
- 100-17-DD Family Involvement (Revised)
- 167-06-DD Confidentiality of Personal Information (Revised)
- 200-02-DD Financial Management of Personal Funds (Revised-Draft)
- 200-09-DD Fees for Residential Services Provided by DDSN (Revised-Draft)
- 200-02-DD Management of Funds for People Participating in Community Residential Programs (Revised-Draft)
- 300-03-DD Annual Certification of Electrical Systems, Mechanical Systems, Mixing Valves, Fire Alarm Systems, Fire Sprinkler Systems, Fire Sprinkler Systems, and Emergency Generators for Renewal of Licensure (Revised)
- 367-13-DD Electronic Signature Policy (Revised)
- 368-01-DD Individual Service Delivery Records Management (Revised)
- 505-02-DD Death or Impending Death of Persons Receiving Services from DDSN (Revised)
- 534-02-DD Procedures for Preventing and Reporting Abuse, Neglect, or Exploitation of People Receiving Services from DDSN or a Contract Provider Agency (Revised)

- 534-03-DD The Long Term Care Ombudsman Program (New)
- 535-12-DD Advanced Directives (Revised)
- 535-08-DD Concerns of People Who Receive Services: Reporting and Resolution (Revised)
- 567-01-DD Employee Orientation, Pre-Service and Annual Training Requirements (Revised)
- 567-04-DD Preventing and Responding to Disruptive Behavior and Crisis Situations (Revised)
- 600-05-DD Behavior Support, Psychotropic Medications, and Prohibited Practices (Revised)
- 603-01-DD Tardive Dyskinesia Monitoring (Revised-Draft)
- 700-02-DD Compliance with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, Age Discrimination Act of 1975 and Section 504 of The Rehabilitation Act of 1973 and Establishment of a Compliant Process (Revised)
- 735-02-DD Relatives/Family Members Serving as Paid Providers of Respite Services
- 738.01-DD Discharge Planning for Those Leaving ICF/MRs and Enrolling in a DDSN Operated Home and Community Based Waiver (with the exception of the PPD Waiver) (Revised-Draft)

MOTION WAS MADE GARDENIA SIMMONS-WHITE AND SECONDED BY ALGRED FORD TO ADOPT THE ABOVE DIRECTIVES AS WRITTEN. PASSED UNANIMOUSLY.

VIII. COMMITTEE REPORTS

~Personnel Committee, Jonathan Brown, Chair

Mr. Brown said the Personnel Committee met and are making the following recommendations for the 2011/2012 board officers:

- o Helene Gruber Chair
- o Jonathan Brown Vice Chair
- o Nancy Pinkerton Secretary

There were no other recommendations from the floor.

MOTION WAS MADE BY GARDENIA SIMMONS-WHITE AND SECONDED BY ALGREDA FORD TO APPROVE THE BOARD OFFICERS AS RECOMMENDED. PASSED UNANIMOUSLY.

Mr. Brown said a letter of recommendation was sent to the Chairman of the Community Services Committee to appoint Murray Weiner and David Green to fill the two vacancies on the board. Mr. Campbell said the first reading went before County Council and the final reading will be on June 21, 2011.

Public Relations Committee, Ann Wirz, Chair

- Nothing to report.

IX. PUBLIC COMMENT

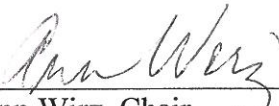
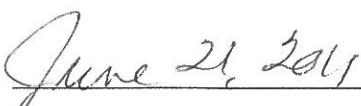
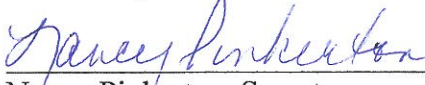

The June board meeting will be held on June 21, 2011 beginning at 4:00 p.m. at:
Beaufort County Disabilities and Special Needs Department
1804 Old Shell Road
Port Royal, SC 29935
(843) 255-6300

Ms. Dore passed around order forms and said she would be around to accept orders after the meeting.

XI. ADJOURNMENT

MOTION WAS MADE BY HELENE GRUBER AND SECONDED BY GARDENIA SIMMONS-WHITE TO ADJOURN THE MAY 17, 2011 MEETING. PASSED UNANIMOUSLY.

The meeting was adjourned at 5:20 p.m.

 _____ Ann Wirz, Chair	Date	 _____ June 21, 2011
 _____ Nancy Pinkerton, Secretary	Date	 _____ 6/21/2011