

BEAUFORT COUNTY BOARD OF DISABILITIES AND SPECIAL NEEDS
100 Clear Water Way
Beaufort, SC 29906
October 16, 2012

MEMBERS PRESENT: Jonathan Brown, Gloria Bolino, Bobby Collar, Grace Dennis Margaret Gatch, Helene Gruber, David Green, Nancy Pinkerton, Gardenia Simmons-White and Ann Wirz

MEMBERS ABSENT: Morris Campbell (Ex-Officio)

STAFF PRESENT: Mitzi Wagner, Bill Love and Joe Anne King

GUESTS PRESENT: USCB Nursing Students; Taylor Jordan, Christen Catoe, Tiffany Register, Katie Mankin and Leigh Corbett

I. CALL TO ORDER – Helene Gruber, Chair

Ms. Gruber called the meeting to order at 4:00 p.m.

II. WELCOMING GUESTS

Ms. Gruber welcomed the student nurses from USCB.

III. MINUTES OF THE SEPTEMBER 18, 2012 BOARD MEETING

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY BOBBY COLLAR TO APPROVE THE SEPTEMBER 18, 2012 BOARD MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE OCTOBER 16, 2012 AGENDA

Ms. Wagner said she would like to add to the Executive Directors Report the following items:

- Flag
- 2014 SC Budget
- Building Warranty issues
- Transportation (Palmetto Breeze)
- 5 Achievements

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY MARGARET ANN GATCH TO ADOPT THE OCTOBER 16, 2012 AGENDA AS AMENDED. PASSED UNANIMOUSLY.

V. CHAIRMAN'S REPORT, Helene Gruber, Chair

Ms. Gruber reminded members of the board retreat scheduled for October 26 and asked if members could pay for their meal today as it would be much more convenient for the committee. The cost is \$8.00 per person. Ms. Wagner asked if the cost per person would be enough to cover the cost of the meal for our speakers. Ms. Collar said he was not aware that the cost of the speakers' lunch should be included, however felt like we should be OK. He said there should be some sort of range and would talk to the caterers and plan accordingly. We are not certain of who all will attend. Reminders

were sent out. Ms. Wagner said she would obtain a check for the eight staff that will be attending. Menu includes chicken, macaroni and cheese, green beans, cornbread, rolls cobbler and tea. Ms. Pinkerton will supply cookies and coffee for the morning session.

VI. EXECUTIVE DIRECTOR'S REPORT - Mitzi Wagner

Ms. Wagner said Tom Davis sent us two flags, the American Flag and the South Carolina State Flag. She mentioned she had sent a letter requesting donations and received \$100.00 from the American Legion and two members went together for a \$200.00 donation from them, and the anonymous donation of \$1200.00. She said we are covered and the flagpole should be delivered tomorrow. Mr. Love said plans are to have it flagpole up by the end of the month and plan to have a ceremony on Veterans Day with the Marines and Boy Scouts and the news media. Ms. Pinkerton suggested getting in touch with WTOC TV in Savannah.

Ms. Wagner said South Carolina's 2014 budget was proposed to the commissioners at the last meeting. Two of the priorities they have are to increase board rates to help defray some of the costs that individual boards have had since 2008 when they were cut so drastically and prices continued to go up. The other priority is the residential waiting list that will alleviate a number of people off the waiting list and increase residential facilities. She said that is exciting because if that opportunity comes to us that means we will be able to have some residential across the river.

Ms. Wagner said she and Mr. Love have spent a great deal of time trying to get the warranty issues fixed. She said we still have sinks that do not work in the day program bathrooms which is a health hazard. She said that is more concerning than anything and is probably the number one priority and will affect our licensing when DHEC comes. She said we also have metal strips in the offices in the training rooms that were attached with double-sided tape. Those are falling down; fortunately, no one has been in the offices when they fell. We hope to get the issues resolved soon.

Ms. Wagner said some interesting things are going on with transportation, not only for DSN but the county. County is looking at ways to minimize the number of vehicles on the road. Several groups are collaborating with the different agencies that supervise transportation. She said DSN has been part of that collaboration for several months and our focus is to contract with Palmetto Breeze to transport two of our groups to the day program as a trial, however, she said we do not have any discretionary money so the only way we can contract is to provide elimination of some of the gas and repair costs of our vehicles. She said our vehicles will not be on the road as much and we should have fewer repairs. Palmetto's first proposal to DSN was \$5000.00 a month, which is more than our savings on gas and repairs a month, but we are still negotiating. Ms. Cody, DSN Fiscal Operations Manager, attended a training with the Department of Labor and found that there are some grants that we can apply for next year that would pay 80% maximum with a 20% contribution to have the money to contract with Palmetto Breeze for all of our routes. She said it is a substantial grant and could cover cell phones in the vehicles and a 50/50 match for purchasing or replacing vehicles. She said it is really worth looking into.

Ms. Wagner distributed copies of the 5 achievements that the county requested. She reviewed each achievement with board members and answered questions. A copy of achievements will be placed in the Advisory Board Manual as part of the October minutes.

VII. DEPUTY DIRECTOR'S REPORT – Bill Love

Mr. Love said Beakers is going great. He said we have 18 individuals going next weekend to Carowinds. Consumers raised \$2000.00 by selling Krispy Kreme doughnuts and coffee, holding two carwashes at Blockbuster Video and received \$200.00 in donations. They have developed relationships with other consumers and do all the things other students do and are really a great group of individuals. It is really going well.

He said we received a contract to do all the cleaning for PALS and that is going well. He said every week he connects with the people at PALS to see what is going well and were there any concerns. He said there was not one issue. He said he received a call from PALS to clean the Greene Street gym on Saturday for the upcoming auction. He said two staff and two consumers cleaned the gym so it could be ready for the auction on Monday. Consumers are committed and working hard.

Mr. Love said they are extending the day program hours until 4:30 for family members who need to have their loved ones stay a little longer. Our route schedule will remain the same; however, those families will have to provide their own transportation for the after hours individuals.

Mr. Love said we are starting a new social group next month. A group of 13 to 15 individuals will go on an outing every month, bowling, movies, concert, museum, go out to dinner, etc. He said PEP has been doing it for a while and it has been very popular. Individuals are responsible for the cost of the outing and we will provide supervision and transportation. He said it is rewarding to see our individuals going out into the community, ordering their dinner, do all the right things, develop, and build on those skills. Notices will be sent out of things they will be doing each month. The service coordinator will be the one who will recommend an individual who may want to join the group.

VIII. COMMITTEE REPORTS

- Hospitality Committee, Helene Gruber, Chair

Ms. Gruber said the Hospitality group met earlier with the DSN and Day Program social committee. We will be cooperating with them on projects they have in the future. Currently they are having a fall festival on October 27 at the Port Royal facility, sponsored by the Knights of Columbus, who will provide the food and beverages and do the cooking. She mentioned that volunteers are needed to help set up and help to serve and let the committee know if you will be available. Other volunteer opportunities available are: The morning of Halloween, there will be a table out front with pumpkins on it that you can stop by to vote for your favorite pumpkin and come back at 1:30 to help with the party. There will be refreshments, dancing and some games.

- Personnel Committee, Jonathan Brown, Chair

Mr. Brown said Ms. Ford returned her letter of resignation. Ms. Rainey sent two applications for possible replacement of her appointment. Mr. Brown said he left messages with both individuals and hoped to have more information later. He said both applicants were called for an interview for the last vacancy. Mr. Williams was called three times for the last interview but never returned his call so he does not expect to hear from him. He left a message for Ms. Quigley to call him, but she also declined previously. Ms. Wagner asked board members if they knew of someone who may be interested for them to go to the county web page, fill out the board application and let us know so we can request it.

- Policy Committee, Grace Dennis, chair

Ms. Dennis said she reviewed Directive 250-08 DD, Procurement Requirements for Local DSN Boards and Contracted Service Providers and asked for adoption of the directive.

- Public Relations Committee, David Green, Chair
Mr. Green said Ms. Nelson was putting information on the website regarding DSN and will touch base with her at the retreat on Friday.

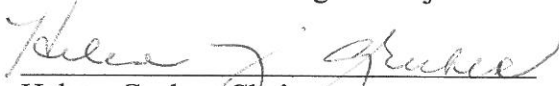
VIII. PUBLIC COMMENT

The next board meeting will be held on Wednesday, November 14, 2012 at 4:00 p.m. at:
Disabilities and Special Needs Department
100 Clear Water Way
Beaufort, SC 29906

XI. ADJOURNMENT

MOTION WAS MADE BY NANCY PINTERTON AND SECONDED BY DAVID GREEN TO ADJOURN THE OCTOBER 16, 2012 MEETING. PASSED UNANIMOUSLY.

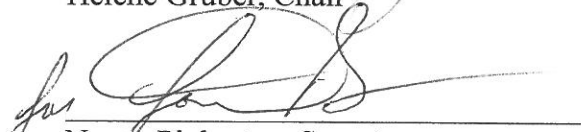
The meeting was adjourned at 5:30 p.m.



Helene Gruber, Chair

11/14/12

Date



for Nancy Pinkerton, Secretary

11/14/12

Date