

BEAUFORT COUNTY BOARD OF DISABILITIES AND SPECIAL NEEDS

100 Clear Water Way

Beaufort, SC 29906

May 21, 2013

MEMBERS PRESENT: Bobby Collar, Gloria Criscuolo, Helene Gruber, Gardenia Simmons-White, Ann Wirz and Morris Campbell (Ex-Officio)

MEMBERS ABSENT: Jonathan Brown, Grace Dennis, Margaret Ann Gatch, David Green and Nancy Pinkerton,

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

GUESTS PRESENT: Reverend Cushingberry and Sue Ann Bolick, ABLE Foundation, Jill Striebinger, Board member awaiting County Council appointment and her son Eric Novoa II

I. CALL TO ORDER – Helene Gruber, Chair

Ms. Gruber called the meeting to order at 4:04 p.m. and stated there was not a quorum present however the meeting would proceed with the agenda items not requiring a vote.

II. WELCOMING GUESTS

Ms. Gruber welcomed Ms. Cathy Randel, Day Program Coordinator, and the guests. She asked each to introduce themselves.

Ms. Randel thanked board members for being a special part of our programs. She mentioned that several of the board members attended the Volunteer Appreciation Day and was given one of the tote bags with the new DSN logo. She gave bags to each of the board members who were not able to attend. She said the event was very successful and we had a very good turn out. She said plans are to thank our volunteers with a special day annually. Mr. Love said Ms. Randal is a very important part of our day program. She plans and coordinates the daily activities and we are very fortunate to have her as a vital part of our team.

Ms. Striebinger introduced herself and her son Eric. She said they moved to Beaufort about a year ago and recently inquired about an appointment to the DSN Advisory Board. She talked with Mr. Brown who invited her to attend one of our meetings. Mr. Novoa said he attends Beaufort High School as a ninth grader and mentioned he also attends the Breakers Program at DSN.

Ms. Bolick said she came to the low country about five years ago and has recently become a member of the ABLE Foundation. She said ABLE Foundation is selling ornaments and asked board members to take some to sell. This year's ornament is the Dolphin and will be on sale in various locations throughout Beaufort at a cost of \$15.00 each.

Reverend Cushingberry said he is the pastor of New Hope Christian Church and is also a member of the ABLE Foundation. Part of ABLE's mission is to raise funds to help those who are trying to live normal lives and said it is a pleasure to be here this afternoon to exchange ideas and working together. He said he wanted to encourage this board and thanked them for all the work they do on behalf of others in a time like this when it is important that all of us work for the betterment of others. It is a beautiful thing to be a part of, to work with people who are working with others on a daily basis and to have learned over the last three years what ABLE is all about and understand that

all of you are involved just to make every day life better for somebody when they are just trying to live everyday. He said he was just grateful to be working with ABLE as part of that work and all we can do together. Some of the members of this board came to visit us last week and got right in the middle of what we were doing. It is such great work to be part of making peoples lives better everyday whether we are selling ornaments for a few dollars, trying to amass a lot of dollars for Camp Treasure Chest, which is an absolutely outstanding program. He said we are assembling a team that he said he has not seen before with ABLE and have new members who are excited about what is going on. He said we are anxiously waiting on all kinds of ideas to make sure 2014 Camp Treasure Chest is more than just a success but an innovative foundation for what will come for many years. He said we have camp this year covered and believe we will be awarded money for future years from the grants. He said we are in a good place right now.

Ms. Gruber said we are very pleased to have all of you with us today and thanked them for attending.

Ms. Wagner mentioned that the ABLE Foundation is also selling bricks for the Flagpole project. She had a sample of an engraved brick that will be used. She said the foundation went with a different company this year to purchase the bricks. This company will ship at no additional cost and each brick will cost \$20.00 per brick versus the \$40.00 per brick for last ones. She also mentioned that additional bricks could be purchased in the future with no minimum order. She said we need 62 bricks and currently have about 40. With the sale of each brick a card will be given, with a "thank you letter" so you can say that a donation was submitted to the ABLE Foundation in the form of an engraved brick, as a memorial, a gift or for an anniversary or celebration.

V. CHAIRMAN'S REPORT, Helene Gruber, Chair

Nomination Committee report deferred to the June meeting.

VI. EXECUTIVE DIRECTOR'S REPORT - Mitzi Wagner

Ms. Wagner we had our SCDDSN Audit mainly on our residential programs. She said our staff does a very good job. There were a couple of things they found; we are suppose to list any item a consumer has over \$50.00. We listed those things, however failed to put "black television". We put a Sony television but did not list it as "black television". Another was a check made out to "cash" which is a no-no. It was a new staff person and certainly was not an indication that the money went elsewhere as the consumer signed the back of the check when he cashed it. They will come back next week to do an exit interview with us and will explain the directive to re-emphasize some of those things.

Alliant is scheduled to do our annual competency review on June 4, 2013. The results of that will be reported next month. I anticipate us doing very well. She said we have great staff and prepare for this all year and things just get better and better. It is a very stressful time for staff but they do a good job.

Ms. Wagner said we completed the final draft of our evacuation plan and have contracts again with Burton Center and Calhoun County DSN should we have to evacuate. She said we do a team planning process. It is not a simple one-page plan; in fact, it is about a 60 to 70-page plan for what

happens if we have to evacuate. The plan will go to the County for approval then will go to the regional office and a copy to the contract agencies. She said every DSN staff person signs up to Evacuate. We have the hurricane season divided into three two-month intervals, June & July, August & September and October & November. This includes not only direct care staff but service coordination, early intervention and administrative staff. All of our staff participates. We have 42 individuals and 30 staff scheduled to evacuate each time.

Ms. Wagner said we are very fortunate that county has purchased several training programs that are on-line training programs. She said we have chosen 12 different training programs for supervisory staff. She said we are trying to give our supervisory staff some of the skills they need and we have a lot of new people. Normally we would have sent them off for the training but currently we do not have the ability to do that so this is a way to try to compensate for some of that.

Ms. Wagner said we invited over 100 people to the Volunteer Appreciation Day that was initiated to show appreciate to the people who have volunteered to touch the lives of the people we serve. We are very fortunate and grateful for them all.

VII. DEPUTY DIRECTOR'S REPORT – Bill Love

Mr. Love said he really appreciated Ms. Gruber in her acknowledgement of staff participation in the things our staff do every day. He said he is in awe of the work that all of our staff does. He says it goes so much further than what most people understand what they do everyday. He said he is fortunate that he has staff who understand that that is what they do and the importance of it and they do it.

Mr. Love said we now have 57 cameras that are operational. All of our buildings have cameras that are operational. There are 19 in the day program and all the training rooms have a camera with audio. The large activity room has four cameras with audio equipment. The cafeteria has two cameras and there is a camera with audio in the pottery room. There is also audio in this conference room so we are probably being watched now. Within the next several days all of the security in the building should be completed. The parking area is also being monitored so security for those who come in early to pick up the bus or staff who work later should no longer be an issue.

Mr. Love said we have had some positive feedback on our “store”. He said we have had two interviews with individuals who wanted to know about the store and where the money goes and how many are working, etc. He said he reported a few months ago that 50% of our individuals who attend the day program are currently out working. This is a great accomplishment when you see how the individuals feel when they are earning money. He spoke of the procedure to schedule a car wash. He said to schedule a car wash you would need to call the main office 255-6300 and they will schedule a time. Mr. Cushingberry said he would like to schedule regular car washes. Mr. Love welcomed that response.

VIII. COMMITTEE REPORTS

- Hospitality Committee, Helene Gruber, Chair
The next event will be a July 4th celebration. Details will be forthcoming. She said they are a wonderful group to work with.

- Personnel Committee, Jonathan Brown, Chair
Mr. Brown was not present for the report. Mr. Campbell said Ms. Striebinger was nominated for appointment to the DSN Board by County Council and will do the second review at the next council meeting and will then be selected for appointment.
- Policy/Directive Committee, Grace Dennis, Chair
Quorum not present, directives to be reviewed at the June meeting.
- Public Relations Committee, David Green, Chair
Mr. Green was not present for the report.
- Goals Committee Reports
 1. Communication among boards
 - Copy of the report will be attached to the meeting minutes.
 2. Grant money and fundraising
Deferred to the June meeting. Formulate questions for board discussion at the next meeting.
 3. Communication with County and State
Ms. Criscuolo said she had plans to attend the Commission meeting in June.
 4. Educate Families for Eligibility **(Goal accomplished thanks to Mr. Collar)**

Ms. Criscuolo said the Nomination Committee did meet and she would prepare the slate of officers for approval at the June meeting.

IX. PUBLIC COMMENT

Mr. Campbell said County Council met and stated the 2014 budget passed on the first meeting and in the budget was included \$200,000 for a house south of the Broad. There will be two other readings. The second item that passed was the funding for the renovations for the Cottage Walk home. He said the third item was the confirmation of Ms. Striebinger to the DSN Board.

The next board meeting will be held on Tuesday, **June 18, 2013** at 4:00 p.m. at:
Disabilities and Special Needs Department
100 Clear Water Way
Beaufort, SC 29906

XI. ADJOURNMENT

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