

BEAUFORT COUNTY BOARD OF DISABILITIES AND SPECIAL NEEDS

100 Clear Water Way

Beaufort, SC 29906

July 16, 2013

MEMBERS PRESENT: Jonathan Brown, Bobby Collar, Grace Dennis, Margaret Ann Gatch, Gardenia Simmons-White and Jill Striebinger.

MEMBERS ABSENT: David Green Helene Gruber, Nancy Pinkerton, Ann Wirz and Morris Campbell (Ex-Officio)

STAFF PRESENT: Mitzi Wagner, Beth Cody and Joe Anne King

GUESTS PRESENT: Bill McBride, Beaufort County Council

I. CALL TO ORDER – Jonathan Brown, Chairman  
Mr. Brown called the meeting to order at 4:00 p.m.

II. WELCOMING GUESTS  
Mr. Brown welcomed Mr. McBride and Ms. Striebinger. He said we are glad that you want to be part of such a good organization and the team and staff here is phenomenal.

III. APPROVAL OF THE MINUTES OF THE JUNE 18, 2013 BOARD MEETING

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY GARDENIA SIMMONS-WHITE TO APPROVE THE JUNE 18, 2013 MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE JULY 16, 2013 AGENDA

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY BOBBY COLLAR TO ADOPT THE JULY 16, 2013 AGENDA AS PRESENTED. PASSED UNANIMOUSLY.

V. CHAIRMAN'S REPORT, Jonathan Brown, Chairman

Mr. Brown stated that Ms. Criscuolo resigned due to other commitments. He said he was sorry to hear that she was leaving and regretted not having the opportunity to talk to her about trying to work out a solution for her. We are having a difficult time filling the vacancies and need to keep this board functioning. We need a committee to look into getting someone to fill the vacancy.

Mr. Brown said the meeting with the delegation went well. He mentioned the great job we are doing in Beaufort County and that we have accomplished what no other organization nationwide has accomplished. He said he wanted the delegation to know that anyone who comes to Beaufort County with a special needs child that this is the place for them. He said he was happy to be able to tell them a little about what DSN is doing.

Mr. Brown said it is time to start planning for the annual board retreat. He appointed Mr. Collar to lead the committee to work with Ms. Gruber and Ms. Wirz. Board members suggested September 27<sup>th</sup> with an alternate date of October 4<sup>th</sup>. He suggested that the ABLE Foundation, Human Rights Committee and PEP be invited along with county and state dignitaries.

Mr. Brown said Ms. Wirz had some minor surgery and suggested that we send a card. He asked that he be notified if staff or family members had issues so he could juggle his schedule to get in touch

with them and let them know that we as a board really care about them. He said members could call him or email him anytime.

#### VI. EXECUTIVE DIRECTOR'S REPORT - Mitzi Wagner

Ms. Wagner asked Ms. Cody to update board members on the status of the DSN budget. Ms. Cody distributed copies of the 2013 and proposed 2014 budget. She explained each line item and mentioned that in the 2014 budget purchases must be allocated by percentage to each program that will use the item purchased and administrative staff payroll, with the exception of five staff, will be allocated by percentage to other programs. Ms. Cody asked for questions regarding the 2013 budget or the proposed 2014 budget. Ms. Striebinger had several questions and Ms. Cody said the process would be quite lengthy and she would be happy to meet with her to go over the process in detail.

Ms. Wagner said she received some disturbing news regarding the funding for Targeted Case Management (TCM). She said we talked a lot about the need for Waiver Services, that was going to be created for Service Coordination to continue to provide some of the services that are not included in the TCM, and learned that the Waiver was written in a draft form and presented to Health and Human Services in February and has not been submitted to CMS, which means it will be six months down the road before it could possibly be approved. If you look at the budget revenue line items, you see that service coordination is not paying for itself. Ms. Wagner said it very disturbing to not have a road map of where we are heading and we know that it is a push for service coordination to do more billing. They are only billing enough at this point to cover not even quite 50% of their salary and that is a major issue. Early Intervention however has been documenting and billing in 15 minute increments for years where service coordination has not and they are having a hard time wrapping their heads around the fact that they need to look at everything they do in terms of how they can bill for it. It is hard for them to have to give up the things they have been doing for years and put priority in billing.

Ms. Wagner said the bricks have been delivered for the Flagpole project. She said 64 bricks were sold that will surround the flagpole. The installation will start some time after the first of August and there will be a celebration. She said Ms. Dennis and Ms. Wirz are on the committee with ABLE and are planning a meeting on July 23<sup>rd</sup> at 3:30 p.m. to plan the Flagpole celebration. She said we would continue to take orders for bricks throughout the year and probably submit them once each year.

Ms. Wagner said the well has been dug and we are hoping to get it connected quickly. She mentioned that the water bill runs \$1000.00 monthly and mentioned that the well will be a real plus for us and will pay for itself within a year or two.

Ms. Wagner passed around pictures of our individuals in their new DSN smocks. The smocks will identify our individuals who work on contracts in the community. She said we have contracts for almost all of the county buildings to be cleaned and we are thrilled to have that opportunity. She said about 50% of our individuals who attend the day program are employed somewhere.

Ms. Wagner said, although it is not listed on the agenda, she wanted to mention the tiles that have been installed on the conference room walls. She said they were donated from the courthouse and we had them covered and hung. She said it has helped tremendously with the sound in this room already. She also mentioned the large screen TV that will be tied in with the DVD, computer and

VCR. She said we will have speakers on the walls so we can hear better. We do a lot of training in this room and hearing has really been an issue. We hope it will enable us to have video conferencing, which would save us a fortune with the meetings we have to go to in Columbia, Summerville and Walterboro.

VII. POLICY/DIRECTIVES COMMITTEE REPORTS, Grace Dennis, Chair

Ms. Dennis said the Policy Committee reviewed the directives listed on the agenda and asked for board approval of the directives as written. Directives were approved as submitted.

VIII. COMMITTEE REPORTS

- Hospitality Committee, Helene Gruber, Chair  
Nothing to report.  
Mr. Brown asked Mr. Collar to get in touch with Ms. Gruber to help with the planning of the retreat
- Personnel Committee, Jonathan Brown, Chair  
Mr. Brown said he would check with Beaufort County Council for applications to be reviewed for replacement of Ms. Criscuolo. He asked for help from board members to assist in helping to find potential candidates.
- Public Relations Committee, David Green, Chair  
Nothing to report.
- 2013 Goals Committee reports
  1. Communications among boards - ongoing
  2. Grant money and funding – no updates
  3. Communications with County and State  
Mr. Brown said our communications with the county is ongoing. We have Mr. McBride with us today and Mr. Campbell attends regularly. When planning for our retreat we should work on setting our goals for 2014.

IX. PUBLIC COMMENT

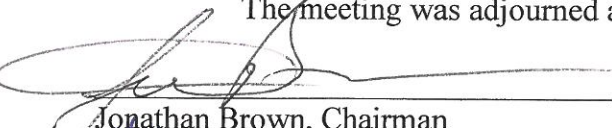
No comments noted.

The next board meeting will be held on Tuesday, August 20, 2013 at 4:00 p.m. at:  
Disabilities and Special Needs Department  
100 Clear Water Way  
Beaufort, SC 29906

XI. ADJOURNMENT

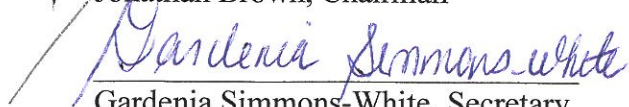
MOTION WAS MADE BY BOBBY COLLAR AND SECONDED BY GRACE DENNIS TO ADJOURN THE JULY 16, 2013 MEETING. PASSED UNANIMOUSLY.

The meeting was adjourned at 5:00 p.m.



Jonathan Brown, Chairman

8/27/13  
Date



Gardenia Simmons-White, Secretary

8/27/13  
Date