

EAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD

100 Clear Water Way

Beaufort, SC 29906

November 19, 2013

MEMBERS PRESENT: Jonathan Brown, Bobby Collar, Grace Dennis , Margaret Ann Gatch, David Green, Helene Gruber, Nancy Pinkerton, Gardenia Simmons-White, Jill Striebinger and Morris Campbell (Ex-Officio)

MEMBERS ABSENT: Ann Wirz

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

GUESTS PRESENT: None Present

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

II. WELCOMING GUESTS  
There were no guests present.

III. APPROVAL OF THE MINUTES OF THE SEPTEMBER 17, 2013 BOARD MEETING

MOTION WAS MADE BY HELENE GRUBER AND SECONDED BY DAVID GREEN TO APPROVE THE SEPTEMBER 17, 2013 MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE NOVEMBER 19, 2013 AGENDA  
Mr. Brown stated he would like to move the 2014 goals up to his report.

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY BOBBY COLLAR GRUBER TO ADOPT THE NOVEMBER 19, 2013 AGENDA AS AMENDED. PASSED UNANIMOUSLY.

V. CHAIRMAN’S REPORT - Jonathan Brown, Chairman

Mr. Brown said he spoke with Ms. Churchill who declined appointment to the Advisory Board. County Council would be contacted for to see if there are other applications.

Mr. Brown said he would like to form committees to begin working on the goals set at the board retreat and give monthly reports as to the progress we are making.

- Goal #1 – Procedures, Review and make recommendations to County Council on more concise wording on the County Board Template.

Helene Gruber, Chairman

Jill Striebinger

Nancy Pinkerton

- Goal #2 – Informing Parents – Communication with transitions

Bobby Collar, Chairman

Bill Love

- Goal #3 – Disabilities Council

David Green stated there is a meeting on Friday at the Bluffton Branch of the Beaufort County Library to form a Beaufort County coalition. He said he also presented the idea to the Human Services Alliance who also liked the idea and would present it to all of their members. We plan to try to engage all of the different

organizations, agencies, businesses, etc. that may be somewhat affected. He gave a brief overview of his presentation and the mission of the coalition. Mr. Brown asked Mr. Green if this would be a conflict of interest with his current position with the Osprey Village. Mr. Green stated it would not be a conflict of interest. Ms. Wagner mentioned that Family Connections has a disabilities resource center that does this. There are collaboratives out there. What would be the need to build another one? Mr. Collar said would it not make more sense to get together with the same people to update them on what the advisory board is doing and bring back to the board an update. This is more a communication among the different boards as was a 2013 goal. After much discussion, Mr. Brown stated he did not feel this goal was appropriate for the Advisory Board.

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY GARDENIA SIMMONS-WHITE TO REMOVE GOAL #3 FROM THE 2014 GOALS. PASSED UNANIMOUSLY.

VI. BUDGET UPDATE - Beth Cody, Fiscal Operations Manager

Ms. Cody distributed copies of the 2014 budget. She said this year, so far, has been a bit of a challenge with allocations posted directly to each program. She said it was a time consuming issue and we scrapped it. She said she and Ms. Wagner worked very hard to get it back to the way it was last year. She reviewed each line item and answered questions and said; overall, we are in good shape.

Ms. Wagner said she mentioned at the retreat that we would probably have to let two of our service coordinators go. We finally decided to do that. One of our service coordinators met the qualifications for Early Intervention and was transferred into that vacant position. Because of that transfer, we can keep the other service coordinator through January 2014. Hopefully, we will be able to keep that person through June with the intent to ask the county to fund that position to serve the individuals in the capacity of non-billable activities.

Ms. Striebinger suggested adding Goal #6, Informing politicians on costs to the goals for 2014 to advocate for additional funding for our programs. Ms. Pinkerton suggested that a committee meet to find what the objectives are and then put that as our goal.

VII. EXECUTIVE DIRECTOR'S REPORT - Mitzi Wagner

Ms. Wagner thanked everyone who attended the retreat. She said it was one of the best board retreats we ever had. She said she feels having the staff talk about their jobs is very important and said you really need that influx of what is really going on from staff. She mentioned that we have an "Employee of the Month" and are thinking of redefining how we choose that person. They would be the employees that are outstanding in their work performance. She asked if the board would be interested in having that person attend a board meeting to tell you what they do. Board members liked the idea. Ms. Gruber suggested the board present them with a certificate also. Ms. Wagner said the management team presents them with a \$25.00 gift certificate paid for by a member of the management team. Ms. Wagner also asked board members to let her know if there is any other type of information that she and Mr. Love could provide them and asked for suggestions.

Ms. Wagner passed out information from the DDSN Commission meeting on their budget priorities. She reviewed each priority and mentioned that board members could attend a commission meeting and advocate for our services

Mr. Brown requested that an additional ten minutes be added to the agenda to provide time for Ms. Wagner to finish her report and complete the rest of the items on the agenda.

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY GRACE DENNIS TO ADD AN ADDITIONAL TEN MINUTES TO THE AGENDA. PASSED UNANIMOUSLY.

Ms. Wagner said her last item on the agenda is the Holiday Celebrations. Staff members mentioned that they really like to see board members come to our celebrations. They are here and visible and have the opportunity to meet the consumers and talk with staff. She said our next celebration would be on December 20 from 11:00 a.m. until 2:00 p.m. This year we will distribute the gift baskets that staff put together for families who would not have a good holiday meal. She said staff compete each year to see who can make the best gift basket from items donated by staff from each program. Judges are asked to review each basket and select the winner. This year the selected families will be asked to attend the holiday celebration and will be presented with a basket. It will appear to them more like winning a lottery rather than a donation. Please mark your calendars and plan to join us.

VIII. DEPUTY DIRECTOR'S REPORT – Bill Love

Mr. Love said that we have two families that have moved into the area so their family member can have the services we provide. He said the families met with us several times before making the decision to relocate here. They were greatly impressed with the services we provide and the extensive training of our staff. They have gone around the state interviewing other programs and decided to relocate to Beaufort. We have had visitors who have mentioned they do not have the kinds of programs and services we provide in their area. They are truly impressed with our staff, the training we provide, the facility and our programs. Mr. Love mentioned that because of our special relationship the county council we would not be able to have this facility and our residential homes. No other board in the state has this kind of relationship and support of the county.

IX. POLICY/DIRECTIVES COMMITTEE REPORT, 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.

X. COMMITTEE REPORTS

- Hospitality Committee, Helene Gruber, Chair  
Nothing to report. Ms. Gruber said it would be nice to present council members with a letter stating our appreciation of their relationship with DSN and their support. Ms. Wagner said we are on the county council agenda on December 9. She said each year our consumers make gifts for council members and this year we are working on the letting our consumers thank council members when the gifts are presented to council members. Mr. Brown urged board members to attend and asked if the letter could be ready for presentation by then.
- Personnel Committee, Jonathan Brown, Chair  
Mr. Brown said we are still looking for members.
- Public Relations Committee, David Green, Chair  
Nothing to report.

IX. PUBLIC COMMENT

Mr. Campbell said he felt it important that this board stay together as a unit more so than going off on other projects because it is very ineffective, and is not your agenda. He mentioned that this board has been a well oiled mechanism that has helped so many people with disabilities in the county and certainly well respected by county council. He said the council meeting yesterday featured the picture of Mr. Kubic and the DSN consumers that are out in the community on jobs and served as a model for the state to replicate to other counties the number of individuals the county employs. He encouraged board members to support Ms. Wagner in her efforts in convincing county council to support the request for funding the service coordination position and advocating for services for those individuals who do not have a voice

Mr. Brown said Ms. Wirz was not feeling well and asked members to keep her in your prayers.

The next board meeting will be held on **Tuesday, December 17, 2013** at 4:00 p.m. at:  
Disabilities and Special Needs Department  
100 Clear Water Way  
Beaufort, SC 29906

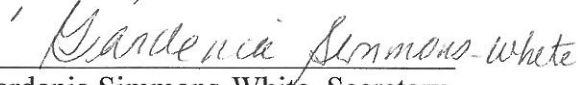
X. ADJOURNMENT

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY DAVID GREEN TO ADJOURN THE NOVEMBER 19, 2013 MEETING. PASSED UNANIMOUSLY.

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

  
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Jonathan Brown, Chairman

12/17/13  
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Date

  
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Gardenia Simmons-White, Secretary

12/17/13  
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Date