

BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD

100 Clear Water Way

Beaufort, SC 29906

March 17, 2015

MEMBERS PRESENT: Jonathan Brown, Margaret Ann Gatch, David Green, Nancy Pinkerton, George Marshall, Jill Striebinger, Ann Wirz, Robert Collar, Grace Dennis, DeWayne Frederick, Gardenia Simmons-White, Morris Campbell (Ex-officio)

MEMBERS ABSENT: Monica Spells

STAFF PRESENT: Mitzi Wagner, Bill Love, Janice Beach

GUESTS PRESENT: John Gatch

I. CALL TO ORDER – Robert Collar, Vice-Chairman
Mr. Collar called the meeting to order at 4:02 p.m.

II. WELCOMING GUESTS
Mr. Collar welcomed guests.

III. APPROVAL OF THE MINUTES OF THE FEBRUARY 17, 2015 BOARD MEETING

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY GARDENIA SIMMONS-WHITE TO APPROVE THE FEBRUARY 17, 2015 MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE MARCH 17, 2015 AGENDA

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY JILL STRIEBINGER TO ADOPT THE MARCH 17, 2015 AGENDA WITH ADDITIONS.

V. CHAIRMAN’S REPORT – Robert Collar, Vice-Chairman

The following board members were present at the council meetings listed below. All were recognized by the council members and received the Disabilities Awareness Month Proclamations. Proclamations will be on display in the DSN Conference Room.

City of Beaufort	March 10 @ 7:00	Grace Dennis
Town of Port Royal	March 11 @ 6:30	Ann Wirz and Margaret Gatch
Town of Bluffton	March 10 @ 6:00	Bobby Collar and DeWayne Frederick
Hilton Head	March 03 @ 4:00	Nancy Pinkerton
County Council	March 09 @ 5:00	Gardenia Simmons-White

VI. EXECUTIVE DIRECTOR’S REPORT - Mitzi Wagner

2016 Budget - Ms. Wagner turned the meeting over to Beth Cody, Fiscal Operations Manager, who passed out two handouts, the 2015 budget to date and a 2015/2016 budget comparison. We should be at 71% of our budget this far in 2015, which we are. Total revenue is 77%, personnel is 66%, purchased services are 59%, supplies are 51%, for a total year to date of 71%.

Mitzi added that we are very pleased with our 2016 budget. We presented to a team from the County last Friday and they were also very pleased. We have gone back and added a few vehicles in because we were under what we had been allocated for next year. The reason we were under is because we were asking the county for less in 2016 than 2015 because the revenue from SCDDSN has increased so much with new waivers and new Day Program and that kind of thing. When we started thinking about that we realized we had four vehicles we needed to replace in next year's budget. We have now added those in. We have not presented the revised budget to the county yet but we expect them to accept it.

Beth continued with the 2016 budget comparison. The next set of papers show the revenue in the first block. The first column is the approved 2015 budget, what we are requesting for 2016, the difference in the two, and the last column is the percentage change. We expect an increase in revenue of 19.24% from the state. We are asking for an increase from the county of .18%. Most of personnel is not an actual change but reallocating positions, except for the Bluffton homes which will be new people. This will give us an increase of personnel of 11.45%. That includes the 8 new people for the new homes, a new person in Day Program and then two full sessions on both sides of the river for camp. Those are the main changes in personnel for 2016. Mitzi added that we got approval Friday and are making part-time residential positions full-time, we are putting one house manager over two houses, and we are raising salaries for mid-management supervisors. Beth continued that purchased services major increase is at camp which Mitzi will cover later. The largest increase there is for transportation to and from camp every day. Then Adult Services Bluffton we had anticipated a small starting presence there which has not happened. What we are anticipating next year is paying to rent a building to get started there. SLP increase is due to some changes in things we are charging to that program and reallocations. The changes in the CTHs are reallocating how we do things. There is also an increase in the cost of internet services due to putting cameras at the houses for the common areas. That makes a total increase for purchased services of 20.85%. In supplies, Early Intervention increased due to the technology needs for the new program we are anticipating. Summer Services is for full time, both sides of the river, two six week sessions of camp with some additional plans to grow those camps. Total increase in supplies is 12.97%. Then we get down to vehicles which is an increase of 160.15%.

Mitzi added that when we did an analysis of our vehicles we realized we have not replaced any vehicles since 2007 on any routine basis, only on emergency needs. Most of our vehicles are over five years old and have over 100,000 miles on them. We are replacing some this year and we are in the process of replacing some more. We have a plan to replace some next year and some the year after that to get us back to where we need to be. Then we can try to get on a regular replacement schedule. We need safer vehicles for transporting consumers.

Then we have Renovations to Existing Buildings which we did not have in the current budget. This is a small amount of funds for each of the homes for general repairs (such as gutters, painting, hand rails, etc.). That makes the total expenditures 17.71% over the total of the agency.

Camp Treasure Chest – We received a grant of \$54,000 from the Autism Division of SCDDSN for Camp Treasure Chest plus the money we received from 100 Women Who Care. We have money that we need to spend this year. That is how we were able to pay for transportation to and from camp this year. This is probably the biggest budget we have ever had for camp. Providing transportation both ways may help camp to grow tremendously. Plus now we have a location in Bluffton, at Bluffton High School, which is more centrally located than where we were last year. We are

anticipating a great year for Camp Treasure Chest with one location here and one in Bluffton. That \$54,000 grant comes directly to us. It does not go to ABLE.

Accident – One of our staff from Port Royal had an accident Friday afternoon. The car hydroplaned turning onto Parris Island Gateway at the Exxon station. The car hit the guide wires on the utility pole and toppled the top of it. Thankfully she is fine; staff person is pregnant but she is okay. We were coming back from the hospital and ran up on it. Lewis fell in the Day Program and fractured his hip. He had surgery Saturday morning. We are trying to get him in rehab at BMH Rehab. We have another consumer who has been having some severe health issues recently. The hospital took him off most of his medication that handles his behaviors so when he came back to us his behavior has been a real difficult situation (including head banging). He had hit his head and they took him to the emergency room. They did an MRI, said he was okay, and sent him home. Before they could get him out of the vehicle, the hospital called them and said they had read the wrong MRI and for them to bring him back because he might have a blood clot. He stayed in the hospital a few days but he does not have a blood clot. He is doing okay now.

Legislative Delegation – David did a fantastic job at the legislative delegation. We appreciate him being there and doing that for us.

Therap – Therap is the new electronic system we will be using to enter records. We are working through some issues. We found out that if two people enter data in different ways it won't come together the way they want them to. We are waiting for some direction from SCDDSN.

Vehicles for 2015 – The current vehicles that we are getting are coming from a combination of things. Part of it is from the CPI fund that was allocated last year for a Bluffton facility. Those funds were not used for that facility and we got permission from the county to use those funds for vehicle replacement. Three vehicles have already come and we expect three more by the end of June.

Residential Development – Fraser Road is moving along quickly here at the end. They anticipate closing this week. We have not requested fire marshal inspection or licensing inspection yet. Once we close and go through our checklist of what we need for licensure we will get them here. We went today and purchased some furniture for the main living area so we will be ready to move in hopefully within 30 days. We have the architectural drawings for Pinecrest and Lakes Crossing. That is the next step toward getting an RFP out for renovations. I want to mention briefly that Bill has done a great job at Port Royal to try and get a few things done to spruce it up. We appreciate that. We have a new consumer who will be moving in next Friday.

VII. DEPUTY DIRECTOR'S REPORT – Bill Love

Mitzi got a call from David Weekly from Bluffton. They did a thorough walkthrough at Port Royal and said that they can paint. It will take three days. They are going to have a representative from Sherwin-Williams come and hopefully provide the paint at no charge.

Mr. Love said that all the positions in the Day Program are filled. Therap is going well. Staff are interested in the new system and think it is more professional. Workman's Comp numbers are very low. I think that is due to more awareness and including staff in decision making. There is more ownership. At one point we had the reputation of having one of the highest numbers of Workman's Comp claims in Beaufort County. We have been invited to participate on April 10th in the air show. A number of schools and other programs have been invited. March is Disabilities Awareness Month. Our Volunteer Appreciation Celebration is on April 23rd from 2 - 3. You will receive an invitation so please come if your schedule allows.

VIII. POLICY COMMITTEE, Grace Dennis

The directives this month dealt with everything from Preventing and Responding to Suicidal Behavior to taking care of individual clothing and personal property in the residences. Ms. Dennis asked for board approval of the directives as written. Directives were approved as submitted.

IX. COMMITTEE REPORTS

- Hospitality Committee – nothing to report
- Personnel Committee, Jonathan Brown, Chair – nothing to report
- Public Relations/Legislative Committee, David Green, Chair

Mr. Green presented the resolution to the Legislative Delegation a few weeks ago and was able to talk to Shannon Erickson about some of our issues give a little overview of the resolution and some of the backstory behind it. Mr. Green also acknowledged to all the council members who were present their contribution to provide funding for facilities and services and programs. Mr. Green told them it wasn't fair to them with the extra investment they had made in the DSN facilities here to throw half the cost of providing new facilities to replace the CRCF back on them. I think they were appreciative of that. What we got from the legislative side was they were already aware of the issue and Shannon Erickson had talked to the chair of the committee that was going to be dealing with this. They are doing a review of all the facilities that are owned by the state. That should be wrapping up in the next month or so. The chair told her when this facility comes up for review they would be recommending all the funds from the sale go back to Beaufort County. We still need to continue to advocate for this.

- Informing Parents, Communication with Transitions, Bobby Collar, Chair
Mr. Collar said he needs feedback on what to take back to parents.

X. PUBLIC COMMENT

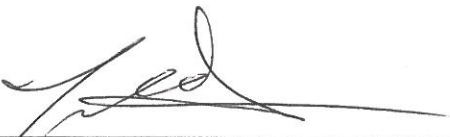
No comments

The next board meeting will be held on **Tuesday, April 21, 2015** at 4:00 p.m. at:
Disabilities and Special Needs Department
100 Clear Water Way, Beaufort, SC 29906

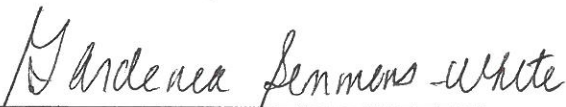
XI. ADJOURNMENT

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY GEORGE MARSHALL TO ADJOURN THE MARCH 17TH MEETING. PASSED UNANIMOUSLY.

The meeting was adjourned at 5:15 p.m.


Jonathan Brown, Chairman

4-21-15
Date


Gardenia Simmons-White, Secretary

4/21/15
Date