

BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD
100 Clear Water Way
Beaufort, SC 29906
January 19, 2016

MEMBERS PRESENT: Margaret Ann Gatch, Grace Dennis, Gardenia Simmons-White, David Green, Lynn Russo, Nancy Pinkerton, Jill Striebinger, George Marshall, Anne Hamilton, Caleb Brown

MEMBERS ABSENT: Monica Spells (Ex-officio)

STAFF PRESENT: William Love, Janice Beach, Beth Cody, Webby Dyches

GUESTS PRESENT: John Gatch, Michael Corbett

I. CALL TO ORDER – Nancy Pinkerton, Chairman
Mrs. Pinkerton called the meeting to order at 4:05 p.m.

II. WELCOMING GUESTS
Mrs. Pinkerton welcomed our guests and our newest member, Caleb Brown and asked him to give us some of his background. Mr. Brown and his wife started a business for at risk young males called Committed to Excellence. They are trying to make sure they are on the right path educationally and to see what skills they have or need to improve on. They push for them to graduate high school on time and go off to college or military or whatever career path they choose. They are working with middle schools and high schools.

III. APPROVAL OF THE MINUTES OF THE DECEMBER 15, 2015 BOARD MEETING

MOTION WAS MADE BY ANNE HAMILTON AND SECONDED BY DAVID GREEN TO APPROVE THE DECEMBER 15, 2015 MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE JANUARY 19, 2016 AGENDA

MOTION WAS MADE BY CALEB BROWN AND SECONDED BY JILL STRIEBINGER TO APPROVE THE JANUARY 19, 2016 AGENDA. THE AGENDA WAS ADOPTED WITH SOME ADDITIONS.

V. CHAIRMAN’S REPORT – Nancy Pinkerton, Chairman

Ms. Pinkerton asked for volunteers for chair of the Personnel Committee since Mr. Jonathan Brown resigned. There were no volunteers. This will be revisited again at a later date.

With the resignation of Mr. Brown, we are in need of a new board member. We will check with the county and see if there are any volunteers listed on the website that are interested in becoming a member of this board. We need someone north of the Broad. Bill contacted Ethel, a retired social worker, and gave her information about the Board and asked her to consider becoming a member. She said she would. If you speak to someone about becoming a board member, invite them to attend a few meetings to see if it something they might be interested in before they put in the application.

VI. EXECUTIVE DIRECTOR'S REPORT – Bill Love

Beth Cody was asked to start the meeting by updating us on the budget. Bill thanked the Board for all that they do and said that we are required by the state to update the Board about our budget.

Beth said we are 50% of the way through this year's budget. Revenue is at 38%. We do not have any county money yet so the revenue is SCDDSN, DOT and other fee monies in revenue. We have the county money but it is not showing in the system yet so we are not showing it in our figures. Most of our programs are right on target even though it is only showing DDSN funding. Bill added that we are in really good shape. Department heads are beginning to put together their budgets for next year. Expenses are under budget in all programs in personnel, supplies, and purchased services. Overall we are at 43% in expenditures.

Bill asked Webby Dyches to come today and tell about what she does for the agency. As the Quality Assurance person, Webby has a finger in every project that is going on. Webby does individual chart reviews for all programs, checking to see what is wrong, what is right, and how to correct any problems. She sets up staffings where she reviews charts with each department that is involved with that particular individual. What she looks for in the charts is based on directives from SCDDSN, DHEC, and Alliant external review. Early Intervention does year round reviews. They do two charts per month. House reviews are done at each house quarterly and at Port Royal and SLP. Cherie Patterson comes with me to do the CTH charts, Beth Cody comes and does the financial charts and Vera Fields comes and does the medical charts. There is a lot of scrutiny with Residential. We have external auditor reviews by Alliant, Protection and Advocacy from Charleston, DHEC, Medicaid, SCDDSN Finance, etc.

We have five community review teams. Some of you participate on those teams, thank you. Four of these teams have been in existence for a long time. We just established a new team for South of the Broad for the two new houses there. Those are unannounced visits with community members like all of you where we go to check on things for health and safety issues. Webby also does unannounced residential visits quarterly at all sites at all times and all shifts. Webby sends out the annual community satisfaction surveys which she talked about last year's at the retreat. We have a draft of this year's survey. It is not complete yet. We are required to do this by the state.

Bluffton Houses – Open house went really well. Some of you were there, we had three people from the state, a few people from the county, and some of the neighbors were there. Mr. Kubic came the following Monday and we went and looked at the homes also. The houses are really beautiful.

Silver Palmetto Award – We sent the letter to the state with a recommendation to nominate County Council for the award. They received the award four years ago because of the opening of the new building and their commitment to providing quality services. Because of all the new vehicles and some of the things that happened this past year we wanted to recommend them again.

Coe is the person who will be working with transitioning. We just finalized his job description and he will be spending time in Case Management, Day Program and Residential. Part of what he will be doing is trying to facilitate transitioning job issues or if there is a problem on the job he will go there and work with the people to see what is needed for that person to be successful.

VII. POLICY COMMITTEE - Grace Dennis

Policy review is for information only. This month was Calculation of Room and Board. Bill added that there is a formula for calculating room and board for the consumers in residential. When we calculate ours we allow so much money for them to have to spend each month. Bill wants to start taking key sections from the policy manual and going through some of them at this meeting.

VIII. COMMITTEE REPORTS

- Hospitality Committee, Lynn Russo – Everyone had a good time at the Open House. We had way too much food.
- Personnel Committee, Vacant, Chair –
- Public Relations/Legislative Committee, David Green, Chair
Mr. Green did not have any new information.

IX. PUBLIC COMMENT

Nancy announced that she will be taking a three to four month leave of absence from the board due to health issues.

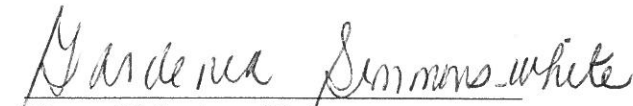
The next board meeting will be held on Tuesday, February 16, 2016 at 4:00 p.m. at:

Disabilities and Special Needs Department
100 Clear Water Way, Beaufort, SC 29906

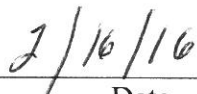
X. ADJOURNMENT

MOTION WAS MADE BY ANNE HAMILTON AND SECONDED BY DAVID GREEN TO ADJOURN THE JANUARY 19TH MEETING. PASSED UNANIMOUSLY.

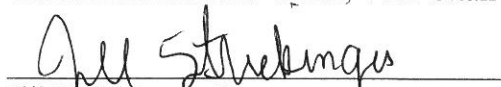
The meeting was adjourned at 5:15 p.m.



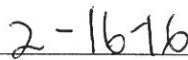
Nancy Pinkerton, Chairman
Gardenia Simmons-White, Vice Chair



Date



Jill Stribinger, Secretary



Date