

BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD
100 Clear Water Way
Beaufort, SC 29906
August 16, 2016

MEMBERS PRESENT: Grace Dennis, David Green, Anne Hamilton, George Marshall, Lynn Russo, Gardenia Simmons-White, Monica Spells (Ex-officio)

MEMBERS ABSENT: Caleb Brown, Nancy Pinkerton

STAFF PRESENT: William Love, Janice Beach, Beth Cody, Marlene Myers

GUESTS PRESENT: NONE

I. CALL TO ORDER – Gardenia Simmons-White, Vice-Chairman
Mrs. Simmons-White called the meeting to order at 4:02 p.m.

II. WELCOMING GUESTS
There were no guests today.

III. APPROVAL OF THE MINUTES OF THE JUNE 21, 2016 BOARD MEETINGS

MS. SIMMONS-WHITE ASKED FOR A MOTION TO APPROVE THE JUNE 21, 2016 MINUTES. A MOTION WAS MADE BY LYNN RUSSO AND SECONDED BY ANNE HAMILTON. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE AUGUST 16, 2016 AGENDA

MS. SIMMONS-WHITE ASKED FOR A MOTION TO ADOPT THE AUGUST 16, 2016 AGENDA. A MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY LYNN RUSSO. PASSED UNANIMOUSLY.

V. CHAIRMAN’S REPORT – Gardenia Simmons-White, Vice-Chairman

Ms. Simmons-White stated we are in need of a new secretary since Jill Striebinger resigned. We have three vacancies on the Board. Mr. Love said two applicants are being reviewed by the County and will be voted on August 22nd. Ms. Simmons-White apologized for missing the last meeting due to the illness of her sister.

VI. EXECUTIVE DIRECTOR’S REPORT – Bill Love

Mr. Love asked Ms. Webby Dyches to come briefly to inform the Board of our upcoming Annual Survey that is sent out to consumers and families. Survey will be sent to Board members for input.

Ms. Beth Cody was present at this meeting to report on the budget. First she introduced her new staff, Marlene Myers and said we are pleased to have her. We are six weeks into the new fiscal year and should be at 12% at this point in the budget. Revenue is at 11% and total expenditures are at 6% so we are doing good. Summer Camp is the only odd looking item, but we are finished for this summer so there won’t be anything else coming out of that budget.

Mr. Marshall had a question about consumers, where does their pay come out? Ms. Cody said it is a line item for Adult Day Services under Purchases line item is Interns/Trainees. Revenue from Goodwill and PALS goes into that revenue account. Mr. Love said we were audited a couple of months ago by the State and the Department of Labor. We had not been paying consumers for travel between job sites so we had to go back and reimburse them. Most of our consumers are making minimum wage.

Mr. Love said we need to start thinking about the Board Retreat which is held in October and we need to start planning it. The state suggested a legislative event at the retreat. We are finding across the state people don't really know what we do. Getting them involved with the retreat is a good way to educate them. We want to introduce our new website which should be up and running by then. It is to include links you can click on to view information about each of our programs. We would like to have volunteers to help plan the retreat. We will plan on either October 14th or 28th, depending on when speakers are available.

Mrs. Dennis said she was asked by someone about making a donation in honor of Margaret Ann Gatch. Mr. Love said the best place to donate would be to the ABLE Foundation. That might be a good thing to put on your website.

Mr. Love discussed our Alliant chart review in which we received a score of 96.2%. We challenged eleven citations which were reversed. That should make our score go up to 97 or 98%. We are still waiting to hear from them what our final score is. He complimented staff for their hard work.

Mr. Love reported that the County put enough money in our budget this year for a new home and Day Program. We have looked at property on Sam's Point Road to build a home on. It will be cheaper to build than to renovate an existing home. We have sent letters to families whose loved ones moved out of the county to see if they want to move back. DR Horton is the builder. Mr. Love provided the handout, "A Position Paper", from the South Carolina Human Service Providers outlining their concerns for who we put in homes. We don't want to put the county in a bad position.

The state has required us to do an RFP for the new Day Program at Riverwalk because it is in Jasper County. The building we are looking at is a 4,000 square foot building. It has a large room that we plan to put up four modules. One will be a kitchen area to teach them those skills, one area for computers, and another area like a hotel with a bed and dresser to teach them about making up beds.

Mr. Love said the Knights of Columbus have scheduled their annual picnic at Port Royal for October 22nd. Everyone is invited to attend. This is the 25th year they have done this and they are going to make it a big deal and very special. It conflicts with the ABLE 5K walk which is on the same day.

Mr. Love said the Board manual needs to be updated. He and his assistant have gone through it and realized there are a lot of things that are outdated. Maybe at the Retreat we can use some of that time to look at this as a group. We need to add the By-Laws as it is not in the manual.

VII. POLICY COMMITTEE - Grace Dennis

Ms. Dennis reviewed the policies/directives listed on the agenda and made a motion to adopt the directives as written. Passed unanimously. Ms. Russo asked who is on the Policy Committee and should we all have input. Mr. Love said we will start sending them out to all the Board members.

VIII. COMMITTEE REPORTS

- Hospitality Committee, Lynn Russo – Nothing going on at this time, but plan on getting involved with the Retreat and helping with that.
- Personnel Committee, Lynn Russo, Chair – There were some interviews for a couple for positions, but I was unable to participate as I had a dentist appointment that I could not reschedule.
- Public Relations/Legislative Committee, David Green, Chair
Mr. Green drafted a letter to Rep. Shannon Erickson regarding the sale of Port Royal CRCF and asking that the revenue received in the sale be passed back to Beaufort County to develop smaller residential homes throughout the community. Ms. Spells suggested adding Gary Kubic and Paul Sommerville's signatures to the letter.

IX. PUBLIC COMMENT

None


The next board meeting will be held on Tuesday, September 20, 2016 at 4:00 p.m. at:

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

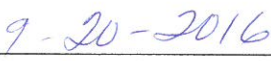
X. ADJOURNMENT

MOTION WAS MADE BY DAVID GREEN AND SECONDED BY ANNE HAMILTON TO ADJOURN THE AUGUST 16TH MEETING. PASSED UNANIMOUSLY.


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



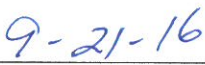
Nancy Pinkerton, Chairman



Date



Gardenia Simmons-White, Vice-Chairman



Date