

BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD
100 Clear Water Way
Beaufort, SC 29906
January 16, 2018

MEMBERS PRESENT: Pamela Brandon-Hennigh, Gregory Hall, George Marshall, Frankie Middleton, Lynn Russo, Jane Sidwell, Gardenia Simmons-White

MEMBERS ABSENT: Grace Dennis, David Green, Marcia Metzger,, Nancy Pinkerton, Monica Spells (Ex-officio)

STAFF PRESENT: Wanda Mayse, Janice Beach

GUESTS PRESENT: None

I. CALL TO ORDER – Gardenia Simmons-White, Vice-Chairman

Mrs. Simmons-White called the meeting to order at 4:00 p.m.

II. WELCOMING GUESTS

N/A

III. APPROVAL OF THE MINUTES OF THE DECEMBER 5, 2017 BOARD MEETING

MRS. SIMMONS-WHITE ASKED FOR A MOTION TO APPROVE THE DECEMBER 5, 2017 MINUTES. A MOTION WAS MADE BY LYNN RUSSO AND SECONDED BY FRANKIE MIDDLETON TO ACCEPT THE MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE JANUARY 16, 2018 AGENDA

MRS. SIMMONS-WHITE ASKED FOR A MOTION TO ADOPT THE JANUARY 16, 2018 AGENDA. A MOTION WAS MADE BY PAMELA BRANDON AND SECONDED BY LYNN RUSSO TO ACCEPT THE AGENDA. PASSED UNANIMOUSLY.

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

Ms. Simmons-White turned the meeting over to Wanda Mayse.

VI. EXECUTIVE DIRECTOR’S REPORT – Wanda Mayse for Bill Love

Ms. Mayse said that both Mr. Love and Ms. Spells send their apologies for not being in attendance today. Mr. Love asked her to present for him.

Ms. Mayse said that the County requested a list of our top five achievements for the past year. They are:

1. We have signed contracts for the purchase of three replacement homes for Port Royal.
2. We have two new work crews have been added to our enclaves for the Day Program. That is good because it increases the consumer employment opportunities. There are five individuals who are independently employed.

3. We have consolidated three positions into one. Wanda Mayse is assuming the responsibilities of the Deputy Director, Residential Director, and Risk Manager/QA Coordinator. That is significant because it shows we are being good stewards of County money.
4. We have completed the implementation of Therap, the electronic management of records. The last phase was bringing on Case Managers and they are fully implemented. The next thing will be interfacing with the pharmacy. This will be time saving and will help to reduce med errors.
5. We safely evacuated residential and community consumers two times in one year. There were 92 consumers and staff. There was an increase in the number of community consumers due to an aging population and decline in health status requiring more support.

The County also required us to come up with ten metrics we want to focus on in the coming year. They are:

1. Medication Error Management – Though they are minimal the idea is to have none.
2. Incident Management – Paying better attention to falls, aggression, etc.
3. Employed consumers – Continue to focus on employing consumers.
4. Reduction of Worker’s Compensation claims – Those continue to go down, but we want to see less. Most of our cases are back issues.
5. Number of consumers served by Case Management
6. Number of families served by Early Intervention
7. Staff Turnover rate
8. Increase in staff participation in Community Interaction-public presentations – The government is looking more towards natural supports and they are counting on faith based organizations. In order for us to increase support, we have to be out and tell people what we need. We will be doing more public speaking for civic organizations and faith based organizations.
9. Increase in consumer involvement in health and nutrition training and program participation – The federal government, the state, and locally are looking at health. We are looking at the health of the consumers and staff. We can reduce staff absenteeism if we have healthier staff. We mentioned in the last meeting that we have hired a nutritionist. She has started with training staff on eating healthy and exercising. Hopefully that will transcend into how we take care of the consumers and what we teach them.
10. Therapeutic programming

Ms. Mayse said that Mr. Love wants to have a ground-breaking ceremony for the new homes at the Port Royal facility due to safety concerns. We will have three renderings of architectural designs displayed. We will be inviting Board members, County Council members, DDSN state administrators, state and local legislation delegates, residents of Port Royal CRCF and their families and the residents of our CTH IIs. He has identified some people to form an event planning committee.

VII. DEPUTY DIRECTOR’S REPORT – Wanda Mayse

Surveys - Ms. Mayse reported that she is still working on the satisfaction surveys. We are still getting some even though we had a cut-off date. I will have a tally by the next Board meeting. Of the surveys I have received, they have been mostly satisfied with services.

Plans for Development – While we are developing the new homes, we are going to do some restructuring in the homes. We will be putting consumers together in homes that closely match their needs and interests and their health issues.

Plans of Correction – Our Alliant score was 93.21% overall. Residential had no citations, Early Intervention had a 99.26, Day Program had three minor, Case Management had a quite a few, and Pervasive Development Disorder department had quite a few. That is what brought our score down, but the good news is we can challenge some of them. Our scores still may go up and we are still on an 18 month review cycle. There is a systemic issue in Case Management as far as how we need to conduct business. Our plan of correction will address that. We will be doing more training with Case Managers. They will be turning in their schedules each week so we know what they are doing and where they will be. Case Managers have active cases of about 30 but the overall caseloads are much more than that.

Staffing – We have had some staffing issues because of the weather. Some staff had to stay over because they could not leave. We are still short staffed at Port Royal. We have not been getting applications like we used to.

VII. POLICY COMMITTEE - Grace Dennis

Ms. Dennis was not present at the meeting due to her husband's illness. Ms. Middleton volunteered to fill in for her while she is out.

VIII. COMMITTEE REPORTS

- Hospitality Committee, Lynn Russo – Preparing for ground breaking ceremony
- Personnel Committee, Lynn Russo, Chair – Nothing
- Public Relations/Legislative Committee, David Green, Chair – Absent

IX. PUBLIC COMMENT

Ms. Mayse thanked George Marshall for his service on the Board.

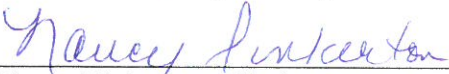
The next board meeting will be held on Tuesday, February 20, 2018 at 4:00 p.m. at:

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

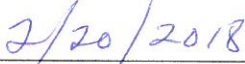
X. ADJOURNMENT

MOTION WAS MADE BY PAMELA BRANDON AND SECONDED TO ADJOURN THE JANUARY 16TH MEETING. PASSED UNANIMOUSLY.


The meeting was adjourned at 4:45 p.m.




Nancy Pinkerton, Chairman



Date



Gardenia Simmons-White, Vice-Chairman



Date