

BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD
100 Clear Water Way
Beaufort, SC 29906
April 11, 2023

MEMBERS PRESENT: Wendy Bukowski, Priscilla Drake, Frankie Middleton, Nancy Pinkerton,
Mary Ann Radke, Lynn Russo, Galen Sturup Comeau

MEMBERS ABSENT: Danielle Quat, Andy Thacker, Audra Antonacci (Ex-officio)

STAFF PRESENT: Bill Love, Janice Beach, Wanda Mayse, Beth Cody, Terry Geitner,
Cherie Scoggins, Ava White

GUESTS PRESENT: None

I. CALL TO ORDER – Lynn Russo, Chairman

Ms. Russo 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 FEBRUARY 22, 2023, BOARD MEETING

A VOTE WAS TAKEN TO APPROVE THE MINUTES OF THE MEETING OF FEBRUARY 22, 2023. A MOTION WAS MADE BY MARY ANN RADKE AND SECONDED BY WENDY BUKOWSKI TO APPROVE THE MINUTES. APPROVED UNANIMOUSLY.

IV. ADOPTION OF THE APRIL 11, 2023, AGENDA

A VOTE WAS TAKEN TO APPROVE THE AGENDA OF THE MEETING OF APRIL 11, 2023. A MOTION WAS MADE BY MARY ANN RADKE AND SECONDED BY GALEN STURUP COMEAU TO APPROVE THE AGENDA. APPROVED UNANIMOUSLY.

V. CHAIRMAN'S REPORT – Lynn Russo, Chairman

Ms. Russo thanked everyone for going out to council meetings last month to pick up proclamations for Disabilities Awareness Month. Ms. Russo read the proclamation from Beaufort County Council.

Ms. Russo said that she and Ms. Bukowski attended the National Disabilities Fun Day at the Maritime Center on March 27th held by Matthew Flewelling. She said it was great, the consumers were great, and the caregivers were awesome. The consumers had a great time because they had a baby alligator, and they could hold it and touch it. Mr. Flewelling did a great job. Ms. Bukowski said it was very well done and it was a great venue. Ms. Scoggins said that this all came about because of a grant she applied for with the United Way for Bright Beginnings for our babies. Mr. Flewelling was one of the people who came out to interview us for the grant. Based on the information we gave him about what we do, it kind of went from there and I gave him Bill's information.

VI. EXECUTIVE DIRECTOR'S REPORT –Bill Love

Mr. Love said each department head is going to give an update of their departments.

- A. Department Updates – Nursing – Ava White, RN, said our med errors have decreased since January. I have implemented training at each home on med errors. I have done one on one observations and stricter monitoring of consumers who self-administer. There was only one med error that required monitoring by me in February and no events that required emergency medical intervention. Our incidents of Covid and flu remain low. The last case was reported 3/19/23. We continue to maintain community level guidelines regarding reporting, treatment, and quarantine. Consumers are up to date with vaccines, physicals, treatments, and follow-ups. Our consumers begin to have mobility issues with age. We are advertising for an Activities Coordinator that can help with that. We are dealing with self-injurious behaviors with some of our consumers and investigating different avenues of behavioral management therapy for that.

Day Program – Terry Geitner said we have posted the position for an Activities Coordinator, and he would like if some of the Board members could sit in on interviews once we get a pool of applicants. Our staffing issues have improved. I only have a couple of vacancies currently. We are moving forward with our Capital Project with the pottery room.

Budget – Beth Cody said we are 77% through this fiscal year. We are at 51% of our total revenue but we are about a month and a half behind in Medicaid billing. Personnel is at 72%, purchased services 54%, and supplies are 56%. We are at 69% in total expenditures, so we are staying well under budget and do not have any concerns currently.

Case Management/Early Intervention – Cherie Scoggins said that Early Intervention is going well. We have 12-15 new referrals each month spread across Beaufort and Bluffton. There are no significant changes. We just hired a new Case Manager, Sharon Dawson, who will be working with consumers without a waiver. Erin Womack and Doneta Garvin have caseloads of about 80 individuals who have waivers. I think Ms. Dawson will be a great addition to our group.

- B. Bill 620 - Mr. Love said Bill 620 is at state level making the director of DDSN a cabinet position. Right now, the governor appoints someone to be director. What the state is doing right now is providing a lot more training to improve our skills.
- C. Summer Camp – Summer Camp is funded through ABLE. We are working to see what camp is going to look like in the future. We did not have a good turn out last year. We normally would have our camp at one of the schools, but we were not able to do that this year. We reached out to the County to ask about joining with PALS camp. They were very open to collaborating with us. We are working with ABLE now to see what summer camp is going to look like.
- D. Cloud Based Documents – Mr. Love said right now we have a lot of duplication of material with pages and pages of paper. What we are going to do is scan documents to the cloud.

- E. Hurricane Season Agreement - Mr. Love said we have received signed agreements with three other counties in case of an evacuation.
- F. 3% COLA – Mr. Love said the county gave all staff a 3% cost of living raise and that there is a possibility of getting another 3% merit-based increase in January. Performance Pro is being adjusted to work better, less complicated.
- G. DSN Promo – Mr. Love said we will have a promo running on the gas pumps at select gas stations. We will let you know when it starts.
- H. Vehicle Monitoring System – Mr. Love said all our vehicles have been equipped with a vehicle monitoring system. It can tell us if staff are speeding, make sudden stops, or if they are somewhere they should not be.
- I. Updated Directory – Mr. Love said the Beaufort County disAbilities Resource Guide is being updated. The last one was published in 2021.

VII. DEPUTY DIRECTOR’S REPORT – Wanda Mayse

- A. Staffing - Ms. Mayse said we are still struggling, but staffing is much better. We have 13 full-time positions available now. We have some positions with no position control numbers which means when we fill the positions with numbers, we will have to request new positions. We converted a couple of full-time positions to four part time positions because we were having more interest in part-time. One of the applicants asked about tenure and our turnover rate, and she also asked about promotability. In our residential management team, our tenure is better than what it looks like overall. Of our 15 managers, 11 of them have been here over 10 years. Except for three of them, they were all promoted from direct care workers. We have had two full-time and one part-time direct care just started. We have four pending applicants. The job fair at the Readiness Center did not go as well as we expected. Quality Assurance for our compliance review for Alliant was 100% on all areas but one. Day Program had their licensing review and got 100%. Abuse, neglect, and exploitation we are doing excellent in that. There was one allegation that was unfounded. Ombudsmen will be doing training on April 14th for staff on what is actually abuse and neglect. The consumers are actively in the community doing things. Some will be attending the Cinderella Fella Ball in May.
- B. Grand Care – Grand Care is a system we will be implementing in homes to assist with monitoring. We have been trying to creatively think outside the box with ways to help with the staffing shortage and technology is one way. We had one virtual training and will have one face to face training before we are operational.

VIII. POLICY/DIRECTIVES COMMITTEE – Frankie Middleton, Chair, Wendy Bukowski, Co-Chair

Ms. Middleton said she did not have any directives to review.

IX. COMMITTEE REPORTS

- Hospitality Committee, Wendy Bukowski, Chair –Nothing to report
- Personnel Committee, Lynn Russo, Chair – Nothing to report, but she would be interested in sitting in on interviews.
- Public Relations/Legislative Committee, VACANT, Chair – Ms. Russo asked if anyone would like to volunteer to be the chair of this committee.

X. PUBLIC COMMENT

Mr. Love said the June meeting may be held at Dataw. He would like to take the Board out to lunch and have our meeting there.

XI. The next board meeting will be held on June 20, 2023, at 4:00 PM:

TBD

XII. ADJOURNMENT

A MOTION WAS MADE BY MARY ANN RADKE AND SECONDED BY NANCY PINKERTON. TO ADJOURN THE MEETING. THE MEETING WAS ADJOURNED AT 4:55 PM.



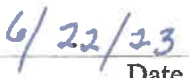
Lynn Russo, Chairman



Date



Nancy Pinkerton, Vice-Chairman



Date