

BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD

100 Clear Water Way

Beaufort, SC 29906

April 16, 2024

MEMBERS PRESENT: Wendy Bukowski, Lea Cifranick-McFadden, Lynn Russo, Galen Sturup Comeau, Audra Antonacci (Ex-officio)

MEMBERS ABSENT: Priscilla Drake, Nancy Pinkerton, Frankie Middleton, Mary Ann Radke, Andy Thacker, Fredricka Williamson

STAFF PRESENT: Bill Love, Janice Beach, Wanda Mayse, Beth Cody, 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 20, 2024, BOARD MEETING

A QUORUM WAS NOT PRESENT SO THE APPROVAL OF THE FEBRUARY 20, 2024 MINUTES WAS TABLED UNTIL THE NEXT MEETING IN JUNE.

IV. ADOPTION OF THE FEBRUARY 20, 2024, AGENDA

A QUORUM WAS NOT PRESENT SO THE APPROVAL OF THE APRIL 16, 2024, AGENDA WAS NOT VOTED FOR APPROVAL.

V. CHAIRMAN'S REPORT – Lynn Russo, Chairman

Ms. Russo thanked the board members who picked up proclamations in March for Disabilities Awareness Month.

Two applications were reviewed as prospective members. Both candidates are suitable to be members of the board.

VI. EXECUTIVE DIRECTOR'S REPORT –Bill Love

A. Department Updates – Nursing – Ava White – Ms. White said from January – March there has been a decreased incidence of communicable disease. March saw a spread of gastroenteritis among our clients with no required hospitalizations and adverse effects. There were no reported cases of Covid. We continue with responsible and effective oversight of psychotropic medication management for our clients. We currently have four clients with medication adjustments that were addressed at the 3/28/24 PDR clinic with Dr. Gonzalez. Some parents have concerns regarding their loved ones being on any psychotropic meds. There will be further discussion on 4/25/24 involving two of the parents. We continue to stress to them that we have our client's best interest in mind, and we closely monitor the effect of these drugs. Our aim and goal is to decrease and/or discontinue the medications once safety and well being is established for the client, staff,

and their housemates. We are currently ensuring all assessments are updated for three of our homes coming up for audit by Alliant next month. I am continuing to track med errors. In January there were 61,863 meds passed with 2 actual errors and 7 red flags. Red flags are errors like clients refusing medication. In February out of 63,412 meds passed there were 11 errors (8 actual and 3 red flags). March had 22 med errors (7 actual and 15 red flags) out of 22,994 meds passed. There was a total of 25 falls over the last three months. Training is ongoing with staff. We met with a potential candidate for a contract nurse position to help with some of the administrative nursing tasks.

Budget – Beth Cody provided a copy of the Fiscal Year 2024 approved budget vs Fiscal Year 2024 YTD budget as of 4/12/24 for the Board’s review. We are at 80% of the fiscal year. Revenue is coming in nicely at 70%. Personnel is at 72%, purchased services are 46%, and supplies are at 49%. Overall total expenditures are at 67%.

Day Program – Mr. Love filled in for Mr. Geitner. He said the walking path is finished. Our landscaping company is cutting low hanging limbs down and trimming back brush around the path. We are getting signs and having shrubbery planted. We would like to have a ribbon cutting ceremony in July. Earth Day is the 19th. Some of us will be picking up trash along Castle Rock Road. In July, WTOC will be taping in the Day Program, to educate people about our services.

- B. Community Contacts - Mr. Love said all our directors are going out in the community talking about our programs and services. Kid Fest was this past weekend and one of our EIs created a handout with information about services on one side and a coloring page on the other side to give as handouts.
- C. State NCI Survey – Mr. Love said the state sent out the results of their State of the Workforce Survey for all DDSN Providers of Adult Services. This is a survey they send every year comparing direct care salaries, benefits, longevity, etc.

VII. DEPUTY DIRECTOR’S REPORT – Wanda Mayse

- A. Staffing – Ms. Mayse said staffing is about the same. We have done some hiring, but we are losing people too. We are much better than we were. Overall, we have tenured staff. As for the census, we had two individuals who left the program due to health issues. We filled those positions. We had to discharge one due to family not complying with our policies, so we have one bed to fill. We have been doing some upgrading in some of the homes. They are painting one home this week and will start on another one next week and keep going until nine homes have been done. Clients will stay in a hotel while the work is being done. We also have some flooring and roofing projects to be done. Compliance is in good shape. We will be having a social on Saturday the 20th from 11:00 am to 3:00 pm. here at DSN. You are all invited and encouraged to come.

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

N/A

IX. COMMITTEE REPORTS

- Hospitality Committee, Wendy Bukowski, Chair – N/A
- Personnel Committee, Lynn Russo, Chair – N/A
- Public Relations/Legislative Committee, Galen Sturup-Comeau, Chair – Mr. Comeau has been reviewing the latest legislation and March 5th was declared Disability Advocacy Day by the Senate. There is legislation to give a tax benefit to employers who employ workers with disabilities.

X. PUBLIC COMMENT

We are going to have a trainer here on Monday. Mr. Love heard him at the executive directors' conference last August. He was also at the SCHSP conference the first of this month.

Mr. Comeau gave an overview of a newsletter he does for his department. DSN would like to do something similar. We will take another look at this at the next meeting.

XI. The next board meeting will be held on **June 18, 2024, at 4:00 PM:**

**100 Clear Water Way
Beaufort, SC 29906**

XII. ADJOURNMENT

THE MEETING WAS ADJOURNED AT 5:00 PM.



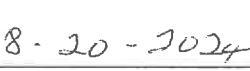
Lynn Russo, Chairman



Date



Nancy Pinkerton, Vice-Chairman



Date