

LOWCOUNTRY COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS MEETING

June 27, 2013

6:30 p.m.

MINUTES

PRESENT:

ABSENT:

BEAUFORT COUNTY: Gerald Dawson
Brian Flewelling
Herbert Glaze
Bill McBride
Joseph McDomick
Lisa Sulka
Tabor Vaux
George Williams

Marc Grant
Mary Beth Heyward
Billy Keyserling (Proxy to B. Flewelling)
Jerry Stewart (Proxy to B. McBride)

COLLETON COUNTY: Esther S. Black
Joseph Flowers
Larry (Babe) Hutto
Thomas (Tommy) Mann
Evon Robinson
Gene Whetsel

Bill Young

HAMPTON COUNTY: Charles Boyles, Jr.
J. L. Goodwin
James (Pete) Hagood
Charles (Buddy) Phillips
Nat Shaffer

Frankie Bennett (Proxy to P. Hagood)
Lloyd Griffith

JASPER COUNTY: Henry Etheridge
Henry Lawton, Sr.
Joey Malphrus
Gwen Johnson Smith

Sherry Carroll

GUESTS: Bill Ladson, former LCOG Board Member; Celia Price, guest of Esther Black; Cris Steele with Congressman Mark Sanford's office

STAFF: Chris Bickley, Michelle Knight, Ginnie Kozak, Carol Stonebraker, Marvile Thompson

Chairman Herbert Glaze called the June 27, 2013 Lowcountry Council of Governments regular board meeting to order at 6:30 p.m. and led the Pledge of Allegiance. Evon Robinson gave the invocation. Introduction of guests and staff followed. Chairman Glaze welcomed Cris Steele from Congressman Mark Sanford's regional office. Minutes of the May 23, 2013 meeting were unanimously approved on motion by Joe Flowers with a second from Brian Flewelling. Proxies presented by the Executive Director included Frankie Bennett to Pete Hagood, Billy Keyserling to Brian Flewelling and Jerry Stewart to Bill McBride. All were general proxies. The meeting proceeded after determining a quorum was present.

Chairman Glaze called for Old Business and there was none. He addressed New Business and recognized Marvile Thompson to present the Lowcountry Area Agency on Aging (AAA) Area Plan. The Executive Summary was sent to board members prior to the meeting. The summary and a copy of Marvile's

presentation to the Aging Advisory Committee at its June 21st meeting were in meeting packets. (A properly advertised Public Hearing to review the Plan was held at the beginning of the Committee meeting.) The Committee recommended approval. Marvile reviewed the plans' major points. It is a required four-year strategic plan outlining objectives and actions to meet the needs of regional seniors and disabled adults as guided by the State Plan and the Older Americans Act. The plan is periodically reviewed and revised as needed. It and subsequent revisions require LCOG Board approval.

The program serves persons 60 years of age or older and their spouses, and there are other factors considered such as greatest economic/social need; minorities; limited English proficiency; those who reside in a rural area—which applies to most of the region; caregivers of age 60+ seniors, and adults with disabilities.

The Lowcountry Area Agency on Aging/Aging and Disability Resource Center (AAA/ADRC) contracts for group dining, home delivered meals, transportation and health promotion services. Current contracts are with the Councils on Aging in each of the four counties and other home services providers. Several services are provided in-house. They include: Information Assistance & Referral (IA&R); Family Caregiver Advocate Program; Long-Term Care Ombudsman; I-CARE (Insurance Counseling Assistance & Referral for Elders), which is a service to Medicare and Medicaid beneficiaries; Legal Services; and Consumer Choice Home Care Program Levels I and II—Level I is general housekeeping, and Level II provides for more personal care. AAA/ADRC has the responsibility to work towards continuing and developing aging and disability services. With the overall goal of keeping seniors in their own homes for as long as possible, staff proposed adding the Level II Home Care services to this year's activities.

Marvile spoke about challenges of the uncertain economy; a rapidly growing aging population in the Lowcountry; reductions in available service dollars—even as the need increases for home and community based services; and the goal of the Lt. Governor's Office on Aging to ensure those most in need receive services. The Lowcountry AAA also plans to increase community education about how to stretch available dollars and will facilitate program coordination and cooperation among all aging service providers.

Several staff activities are being implemented or expanded: A Service Coordination program is being developed to conduct client assessment and intake for contracted services and to verify the neediest are being served. Not all seniors will be able to remain in their homes, and it will be important to increase awareness of the Long Term Care Ombudsman. Monitoring of all programs will increase to make certain goals are met. A cost-sharing program is being developed for seniors with the ability to help pay for home and community services—State funding can be used for cost-sharing, Federal funding cannot.

Marvile then reviewed funding requests for Fiscal Year 2013/2014 and how the monies are allocated for in-house and contracted services. The summary included a five-year comparison of units of service by contractor and also shows how funding has declined. Although actual fiscal year numbers will not be known until State completes its allocations, they are expected to be close to what was received last year.

Discussion followed and Marvile and Chris Bickley responded to questions: Congregate meals are for those who can get to a group dining site for meals. No funds are shown for Hampton County Council on Aging transportation units because it chose to no longer provide transportation. The COG has added some transportation services through Lowcountry Regional Transit Authority (LRTA, aka Palmetto Breeze). Studies indicate transportation costs for agencies are higher than for public transportation providers. The other Councils on Aging have vans purchased with SCDOT grants, so their transportation unit costs currently are lower than that of LRTA, but they too are expected to phase out the service. Unused service units (all categories) allocated to one county can be reallocated to another in order to serve as many seniors as possible. Participants in group dining have decreased over the last few years; however, the COAs are dedicated to increasing their numbers. The AAA may approach the Lt. Governor to request waivers for the centers to be open four days instead of five.

Brian Flewelling moved to approve the Plan, and Pete Hagood seconded the motion. The motion carried with all in favor. Chris Bickley said there is a possibility of receiving more funding from State, which will allow more focus on State priorities and some flexibility in service delivery.

Chairman Glaze recognized Chris Bickley to present the FY 2013-2014 Agency Budget. Copies were sent to board members prior to the meeting. LCOG Finance Director Sherry Smith was absent due to family illness. Chris reported that the Executive Committee met the previous week to review the budget in detail and

recommended approval. Chris thanked the County Councils for supporting the COG programs. The budget totals \$5.9M, a \$476K increase over current budget, and requires \$126K local matching funds. The Aging Program will benefit from additional match funding from the State. The budget is balanced and has a \$45K contingency reserve.

Chris reported that four fewer staff positions are funded, and Aging is the only department adding employees. The new Lowcountry Area Transportation Study MPO is being staffed in the Planning Department. Most Workforce Development staff will be based at the COG following implementation of the new mobile team service delivery plan. The COG's human resources consultant reviewed several job descriptions where duties have changed and recommended a 2% across-the-board salary increase and that four positions be increased one salary grade. Loaned Employees are not included. Employer and employee portions of State Retirement are expected to increase 0.5% in July, and State Health Plan costs will increase in January. The COG budgets for a worst-case scenario. It is hoped all outstanding building expansion items will soon be resolved.

Following a review of Budget Revenue Sources and Expenditures, Buddy Phillips made a motion to approve the Budget as presented. Henry Lawton seconded the motion, after which it was unanimously approved.

Nominating Committee Chairman Bill McBride was recognized to present a slate of officers for the coming year: Gwen Smith, Chairman (Jasper County); Lloyd Griffith, Vice-Chairman (Hampton County); Tommy Mann, Secretary (Colleton County); and Gerald Dawson, Treasurer (Beaufort County). Chairman Glaze called for additional nominations from the floor and there were none. Henry Lawton moved to elect the candidates as nominated, and following a second from Nat Shaffer, the motion unanimously carried.

The Chairman addressed Reports, and in Sherry Smith's absence, recognized Chris Bickley to present the May Finance Report. Copies were in meeting packets. Chris noted the report reflected revisions approved at the previous meeting and that Operations were in good shape. The two largest programs require considerable payments that are later reimbursed by State, and the lag time for reimbursements challenges the COG's ability to lower Accounts Receivable. Pete Hagood moved to accept the report as information, and following a second from Henry Lawton, the motion carried with all in favor. Chairman Glaze commended staff for ensuring the COG's financial matters are in good order.

Michelle Knight was recognized for the Community and Economic Development Report. Copies were in meeting reports and submitted as written. Michelle said announcements are expected soon regarding projects submitted during the spring funding round. Fall funding round projects must be submitted in August, and those interested should contact her now.

Michelle reported that three municipalities in Beaufort County—The City of Beaufort, Town of Bluffton and Town of Hilton Head Island—are eligible for entitlement status, which means they may choose to become entitlement areas where they receive CDBG funds direct from HUD rather than competing for State grants.

A lot of paperwork is required, such as creating a consolidated plan and putting together a program, but the community would have a dedicated funding stream for projects and flexibility in types of projects as long as HUD regulations are met. Communities that compete in the State program must submit projects that meet State priorities. A community performing well under the State program may not benefit financially by changing, even with a dedicated funding stream, because allocations probably will not be large. Each community must decide what it believes will best suit its long-term needs. It may choose to enter entitlement status or compete for State funds—but not both—or it could defer from year-to-year or opt-out later.

Discussion followed. Staff has had discussions with the City of Beaufort. Chris Bickley said the COG has significant CDBG grant-management experience, follows state and federal regulations, and is available to help the communities, regardless whether they compete for State grants or decide to accept entitlement status.

Chris Bickley submitted the Executive Director's Report as written and presented two scheduling items: The Board does not expect to meet in July unless something comes up requiring action. The Executive Director's Annual Performance Evaluation was not on the May agenda. Noting his planned retirement December 2014, Chris asked the Board if it should be added to the next meeting. Following brief discussion, Brian Flewelling moved to waive the formal evaluation. Joe Flowers seconded the motion and it carried with all in favor.

During Council Time, George Williams reported that the long-awaited STIP information from SCDOT had just been received and that the Transportation Committee expected to have a report for the next Board meeting.

Buddy Phillips invited everyone to attend the upcoming Hampton County Watermelon Festival.

With no additional business to address, and on motion duly made, seconded and approved, the Chairman adjourned the meeting at 7:32 p.m. Copies of the agenda were distributed prior to the meeting. A notice of the meeting was posted on the LCOG bulletin board at least twenty-four hours prior to the meeting.

Respectfully submitted,

L. Chriswell Bickley, Jr.
Executive Director

Attachments

ADDENDUM:

Board members caucused by County following the meeting and appointed FY 2013-2014 At-Large Executive Committee members: Brian Flewelling/Beaufort, Gene Whetsell/Colleton, Nat Shaffer/Hampton, and Henry Etheridge/Jasper. They also selected one member from each county to attend the 2013 NADO Annual Training Conference: Bill McBride/Beaufort, Esther Black/Colleton, Pete Hagood/Hampton, and Henry Etheridge/Jasper.