

LOWCOUNTRY COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS
THURSDAY, OCTOBER 26, 2017 6:30 P.M.
POINT SOUTH, SOUTH CAROLINA

MINUTES

PRESENT:

ABSENT:

BEAUFORT COUNTY:

Michael Covert
Phil Cromer
Gerald Dawson
Brian Flewelling
Herbert Glaze
York Glover
Mary Beth Heyward
Alice Howard
Joseph McDomick

Marc Grant
Dan Wood

COLLETON COUNTY:

Esther Black
Bobby Bonds
Tim Grimsley
Tommy Mann
Crawford Moore
Evon Robinson

Joe Flowers
Gene Whetsell

HAMPTON COUNTY:

Pete Hagood
Ronald Mixson
Travis Mixson
Buddy Phillips

Nat Shaffer, proxy to Ronald Mixson

JASPER COUNTY:

John Carroll
Tom Johnson
Henry Lawton
Joey Malphrus
Gwen Smith

GUESTS: Al Jenkins, Senator Scott's Office; Lisa Weschler, CPA Crowley Wechsler & Assoc.

STAFF: Mike Butler, Sabrena Graham, Ginnie Kozak, Jordan Newman, Connie Schroyer, Sherry Smith.

1. Call to Order Chairman Johnson called the meeting to order at 6:30pm.

1.1. Pledge of Allegiance

1.2. Invocation

– Led by Pete Hagood

1.3. Introduction of Guests and Staff

1.4. Proxies

– Joe Flowers to Gene Whetsell; Nat Shaffer to Ronald Mixson; Dan Wood absent without proxy.

1.5. Approval of September 28, 2017 Minutes

Action – MOVED by York Glover, seconded by Brian Flewelling to approve the minutes as presented.
Motion carried unanimously.

2. Presentation

2.1. LCOG Agency Audit for Fiscal Year Ending June 30, 2017 – Lisa Wechsler

- A detailed financial status report was given. No internal control findings or questionable costs were found. Copies of the complete report were distributed during the meeting.
- At the end of the current fiscal year, LCOG's governmental funds reported combined ending fund balances of \$1,058,492, an increase of \$39,064.
- LCOG continues to maintain a sound financial position. The increase in fund balance helps to establish a reserve amount that will support cash flow.

3. Resolution

3.1. Approval to Extend the Lowcountry Area Agency on Aging Nutrition Contracts – Sabrena Graham

- LCOG is in the process of establishing new procurement policies. The resolution will give the Lowcountry AAA an option to extend current contracts for a fourth year. This will allow for the new procurement policies to be implemented prior to the new procurement cycle.
- Action – MOVED by Pete Mixson, seconded by Mary Beth Heyward to approve a resolution to extend the Lowcountry AAA Nutrition Contracts.

4. New Business

4.1. Approval of the 2018 Board Meeting Schedule – Chairman Johnson

- Action – MOVED by Tommy Mann, seconded by Alice Howard to approve the 2018 Board Meeting Schedule.
- Copies of the schedule were distributed in agenda packets.

4.2. Approval of the LCOG Policies and Procedures Concerning Civil Rights – Sabrena Graham

- LCOG is required by federal law to uphold and assure compliance with several civil rights acts. Policies and procedures concerning these acts were drafted into a single document and include Title VI of the Civil Rights Act of 1964, Limited English Proficiency Executive Order, Fair Housing Act of 1968 and Section 504, Titles II and III of the Americans with Disabilities Act of 1990.
- The policy document is also needed to receive Section 5310 Rural/Small Urban Transit Project funds from SCDOT.
- Copies of LCOG Policies and Procedures Concerning Civil Rights were distributed in agenda packets.
- Action – MOVED by Pete Mixson, seconded by York Glover to approve the proposed policies and procedures. Motion carried unanimously.

5. Reports

5.1. Finance Report for September 2017 – Sherry Smith

- Revenues over expenditures were \$39,161. 36% of the budget has been expended.
- Copies of the monthly Financial Statement were distributed in agenda packets.
- This was the final year in the audit contract with Crowley Weschler & Assoc. A new RFP for auditing services will be let in February 2018.

5.2. Community and Economic Development Report (for information)

- Copies of the Community and Economic Development Report were distributed in agenda packets.

5.3. Aging and Disability Resource Center (ADRC) Annual Report – Jordan Newman

- A report of the past year's accomplishments of the ADRC was presented. There were 2,004 in-home comprehensive assessments done; 8,261 contacts for resource referrals; 982 Medicare Insurance contacts and 663 counseling appointments; \$224,170 awarded to over 300 family caregivers; \$125,076 used for minor home repair safety services; 20,147 hours of in-home care for over 100 seniors; \$9,488 given in legal fees for seniors and 2,150 residents served in 31 nursing home facilities through the Ombudsman Program.
- An overview of the report was distributed during the meeting.

5.4. Director's Report – Sabrena Graham

- The LCOG Regional Dinner will be held Oct. 30, 6:30 pm at Harold's Country Club in Yemassee. The directors will listen to administrators and mayors talk about the challenges they are facing to seek input for possible new services LCOG can provide.
- SCDOT Secretary Christy Hall attended the LATS Policy Committee meeting on Oct. 6 and presented the SCDOT 10-year plan.
- The Workforce Staff hosted a Community Resource Fair on Oct. 19 in Estill. Turnout was low but we continue seeking ways to identify clients.
- The SC Assoc. of Regional Councils (SCARC) conference is Nov. 19-21 at the Kingston Plantation Embassy in Myrtle Beach. If you have registered to attend, expense checks and hotel reservations will be mailed to your home no later than Nov. 13.

5.5. Planning Reports – 208 Report & Regional Unemployment Chart (distributed for information)

6. **Council Time**

- There were no reports.

7. **Adjourn**

- MOVED by Pete Mixson, seconded by Joseph McDomick to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:03 pm.

Minutes submitted by Connie Schroyer

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