

**08/21/2017 - AGENDA
ALCOHOL & DRUG ABUSE BOARD
Monday, August 21, 2017
Beaufort Office
Beaufort County Human Services Building
1905 Duke St.
9:30 A.M.**

Contact: 843-255-6020

1. WELCOME:
 - A. Board Chairman, John Coaxum, Ph.D.
 - B. Approval of Minutes from 07/ 17/ 2017 meeting
 - C. Presentation of Agenda for meeting, August 21, 2017
2. DIRECTOR'S REPORT:
 - A. Board Discussion – Exit strategy for BCADAD Director
 - B. Hail and Farewell to the Board
3. NEW BUSINESS:
4. OLD BUSINESS:
5. ADJOURNMENT:
 - A. Next meeting – TBA

07172017 BCADAD MINUTES

July 17, 2017

The BCADAD held its bi-monthly board meeting on Monday, July 17, 2017, at the Bluffton Offices at 9:30 AM.

Present were: John Coaxum, Sally Hitchcock, Charles Hammel, and Linda Hoffman

Absent were: Ann Seppenfield, Fran Kenney and Worth Liipfert

Guest: Monica Spells, Assistant County Administrator, Civic Engagement and Outreach Area

The meeting was opened by the Chairman, John Coaxum. Mr. Coaxum greeted Monica Spells, Assistant County Administrator of Civic Engagement and Outreach. Mr. Coaxum stated that there was no quorum and there would be no formal vote on the Agenda that was to be presented. At this time, the Chairman turned the meeting over to the Director, Mr. Boyne.

Mr. Boyne stated that the fee collections for May thru June have been quite good. Mr. Boyne stated that there would be a carry-over fund balance from a grant program going into FY-18. We have also done well in collections. He announced that the department was in a good financial status. There were open positions. We have hired one staff person, but we still have a receptionist position open in Bluffton. Mr. Boyne advised that we had received some resumes from likely applicants; however, none were fluent in Spanish. The position is being reopened and the language is being amended to request Spanish as a second language. Mr. Boyne stated that eight (8) percent of our clientele are Hispanic and we do have two employees who speak Spanish, but they are not always available for translation purposes as they have other duties.

Mr. Boyne spoke about the Table of Organization for Beaufort County. He stated that our department falls under Civic Engagement and Outreach and that more changes would be coming in the future.

The Director passed out a copy of Board Policy on Public Comment for the Board to review. Mr. Boyne stated that the timeframe for public comments is limited to three (3) minutes, but it is up to the discretion of the Chairman to either allow an expansion of that timeframe or to disallow a continuation if someone does not follow stated protocol.

The Director stated that Monica Spells would address the Board regarding Personnel matters. At this time, Ms. Spells requested the Board go into Executive Session. The last forty (40) minutes of the Board Meeting fell under Executive Session.

At the close of the Executive Session, The Director advised the Board that he was willing to assist in any way and if the Board had any questions or comments, please do not hesitate to ask.

Mr. Boyne advised the Board that several of the Alcohol and Abuse 301 Agencies Directors were retiring within this year. Mr. Boyne reminded the Board that his last official day was September 1, 2017. Mr. Boyne advised the Board that he would like to meet with the Board in August. The date was set for August 21, 2017 at 9:30 AM at the Beaufort Office.

At this time, the Board convened.