

BEAUFORT COUNTY BOARD OF DISABILITIES AND SPECIAL NEEDS  
Programs for Exceptional People  
10 Oak Park Drive – Box 2  
Hilton Head Island, SC 29926  
October 19, 2010

4:00 P. M.

MEMBERS PRESENT: Jonathan W. Brown, Grace Dennis, Algredda Ford, Helene Gruber,  
Jim Mathews, Nancy Pinkerton, Gardenia Simmons-White, Ann Wirz and  
Morris Campbell (Ex-Officio)

MEMBERS ABSENT: Margaret Gatch and Elizabeth Santagati

STAFF PRESENT: Mitzi Wagner and Joe Anne King

GUESTS PRESENT: Marion S. McCall, Board Member waiting confirmation

I. CALL TO ORDER – Ann Wirz, Vice Chair

The meeting was called to order at 4:00 p.m.

II. WELCOMING GUESTS

Ms. Wirz welcomed Ms. McCall, replacement candidate for the seat vacated by Ms. Dore.

III. MINUTES OF THE SEPTEMBER 21, 2010 BOARD MEETING

MOTION WAS MADE BY HELENE GRUBER AND SECONDED BY JIM MATHEWS TO APPROVE  
THE SEPTEMBER 21, 2010 BOARD MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE OCTOBER 19, 2010 AGENDA

Ms. Wirz said she would like to add to the agenda the following items:

- Appointment of the secretary position replacing Beverly Smith-Dore
- November 16, 2010 board meeting discussion

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY NANCY PINKERTON TO ADOPT  
THE OCTOBER 19, 2010 AGENDA AS AMENDED. PASSED UNANIMOUSLY.

V. CHAIRMAN'S REPORT, Ann Wirz, Vice Chairman

Ms. Wirz asked that the Personnel Committee meet to appoint a Board Secretary for the board to  
replace Ms. Dore who recently accepted a position with the Board of Elections.

Due to the absence of Ms. Santagati, the Bylaws update would be placed on the December Agenda.

Ms. McCall introduced Ms. Wanda who is in charge of the PEP's Pottery program. Ms. Wanda gave a brief overview of her past history and said that PEP received a grant to start the pottery program. She said it has been amazing to see the progress of her "kids". She said she loves her kids and asked board members to tour their pottery room. She said she hopes that when the grant is fulfilled that there would be someone trained to replace her. She talked about the molds she uses and how the consumers are able to create their own designs using different methods. She showed some of the finished pieces and explained what method was used to create each piece. Ms. Wanda answered several questions from board members and thanked them for allowing her to share their program.

Ms. Gruber said the annual retreat is scheduled for November 12, 2010 at the Golden Corral in Bluffton beginning at 10:00 a.m. We are inviting Mr. Kubic, Rufus Britt, Ms. Buscemi and DSN Program Directors. Lunch will be on your own from the buffet.

#### VI. EXECUTIVE DIRECTOR'S REPORT – Mitzi Wagner

Ms. Wagner said we received 86% on our Delmarva Review and reviewed the results of each program, explained the results, answered questions, and mentioned that she would appeal some of them. Once they review our appeal, our marks should be closer to 90%. She mentioned one of the issues we were cited on was that a residential consumer had a goal to prepare an entrée. One of the steps was to cook meat. This consumer chose chicken and the step was not changed to chicken, therefore we were cited for that issue. Ms. Wagner shared a copy of the correction plan with board members.

Ms. Wagner said there were a few glitches with the new facility. The changing room in the day program was not large enough to hold a bed and the hooyer lift that we have and we are looking for an overhead lift that would work. The rest of the day program area is unbelievably good. She said the conference room on the admin wing is not as large as we expected. It is not any larger than our current room. She said she would be talking to the architect this week to see what could be done. One other area of concern is the width of the halls. They are not wide enough to get a wheelchair and a staff down the hall. They are the same width as in our current building. The other area of concern is the reception area. The area is very small and does not have adequate room to accommodate many visitors.

Ms. Wagner said SCDDSN has not been supportive in the past to accept private pay for day program services. She said with the current waiting list getting longer and longer they made the decision to accept private pay individuals in the program. She said there are some stipulations based on the current Medicaid waiver. One of the stipulations is that we have to charge them the same amount as the waiver pays or less than half of what the waiver pays and must have permission from SCDDSN. If someone is awarded a Medicaid Waiver and there is not space because you have private pay individuals then you would have to take out a private pay person. Ms. Wagner said we feel we could accept ten private pay individuals without increasing staff and not be able to accept those individuals with high needs. She distributed copies of our current policy, reviewed and answered questions.

Ms. Wagner said we are undergoing a financial audit from SCDDSN and said we have no idea how we are doing. They auditors come in and go out but, so far, we have no information. Ms. Wagner said she would keep board members informed as we get more information.

#### VIII. COMMITTEE REPORTS

~Personnel Committee, Jonathan Brown, Chair

- The Personnel Committee will meet to appoint a new secretary.

~Public Relations Committee, Ann Wirz, Chair

- Ms. Wirz said the joint meeting with the ABLE Foundation, Advisory Board and the Human Rights Committee would be held in January. Suggested dates are January 15<sup>th</sup> or the 22<sup>nd</sup>. Invitations will be sent out.

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY JIM MATHEWS TO HAVE THE MEETING WITH THE ABLE FOUNDATION, HUMAN RIGHTS COMMITTEE AND THE ADVISORY BOARD ON THE DATE APPROVED BY THE GROUP. PASSED UNANIMOUSLY.

~Policy/Directives Committee, Gardenia Simmons-White, Chair

- Nothing to report

#### IX. PUBLIC COMMENT

Ms. Wirz asked for board pleasure for the November 16<sup>th</sup> meeting. Due to the annual retreat on Friday, November 12, should the board meet on the 16<sup>th</sup>? Ms. Pinkerton suggested that anything that needed to be discussed during the November meeting could be brought to the board's attention during the retreat. Board members agreed to forgo the November meeting. The next scheduled board meeting would be on December 21, 2010 at Beaufort DSN beginning at 4:00 p.m.

Mr. Campbell said he is working with Ms. Santagati on updating the bylaws and would bring them to the next meeting for board approval.

Ms. Dennis said she missed the meeting of the advocacy support group, however did receive a copy of the minutes of the meeting. They are looking at how to deal with budget reductions like reducing the number of diapers, etc. Ms. Dennis said she did not feel like she was qualified to represent the group as she has been fortunate enough not to have to deal with some of the issues that are addressed here. She read portions of the minutes and Ms. Wagner answered her questions and explained the waiver respite requirements.

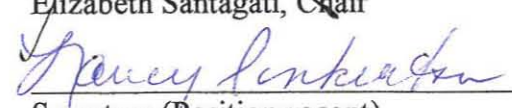
#### X. ADJOURNMENT

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY HELENE GRUBER TO ADJOURN THE OCTOBER 19, 2010 MEETING. PASSED UNANIMOUSLY

The meeting was adjourned at 5:15 p.m.

  
Elizabeth Santagati, Chair

1-18-11  
Date

  
Secretary (Position vacant)

1-18-2011  
Date