

BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS ADVISORY BOARD

100 Clear Water Way

Beaufort, SC 29906

January 20, 2015

MEMBERS PRESENT: Jonathan Brown, Grace Dennis, DeWayne Frederick, Margaret Ann Gatch, David Green, Nancy Pinkerton, George Marshall, Jill Striebinger, Ann Wirz, Gardenia Simmons-White

MEMBERS ABSENT: Robert Collar, Morris Campbell (Ex-officio)

STAFF PRESENT: Mitzi Wagner, Bill Love, Monica Spells, Janice Beach

GUESTS PRESENT: John and Trey Gatch

I. CALL TO ORDER – Jonathan Brown, Chairman  
Mr. Brown called the meeting to order at 4:00 p.m.

II. WELCOMING GUESTS  
Mr. Brown welcomed Mr. Gatch and Trey Gatch.

III. APPROVAL OF THE MINUTES OF THE DECEMBER 16, 2014 BOARD MEETING

MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY GEORGE MARSHALL TO APPROVE THE DECEMBER 16, 2014 MINUTES AS WRITTEN. PASSED UNANIMOUSLY.

IV. ADOPTION OF THE JANUARY 20, 2015 AGENDA

MOTION WAS MADE BY GRACE DENNIS AND SECONDED BY DAVID GREEN TO ADOPT THE JANUARY 20, 2015 AGENDAWITH NO ADDITIONS.

V. CHAIRMAN'S REPORT – Jonathan Brown, Chairman  
Jonathan welcomed everyone and said he was glad to see everyone. He then turned the meeting over to Mitzi Wagner.

VI. EXECUTIVE DIRECTOR'S REPORT - Mitzi Wagner  
Ms. Wagner said that first we should all thank Grace Dennis who is solely responsible for a grant of \$10,500 for the ABLE Foundation and asked her to tell us about it.

Ms. Dennis said there was an article in the newspaper and she received an email about a group called "100 Women Who Care Beaufort". A lady who recently moved here, Jean Ann Ryan, belonged to a group like this up North and she thought it would be a good thing to start here. What happens is a group of women meet four times a year. You make a commitment that you will write a check for \$100 at each meeting and it will go to a charity which will be chosen by the group of women at that meeting. You go in and sign in and make the commitment and if you have a charity you would like to propose you write it down on a piece of paper and drop it in a box. I wrote ABLE down and dropped it in. When the group started up North they had 20 women and raised \$2000 for a charity. There were about 100 women there that night. They draw out three names. The first one was Friends of Caroline Hospice. The second was Broken Tails for animals. Then they drew ABLE. I talked about ABLE's mission statement, Camp Treasure Chest, and I'm not sure what all I did say.

Then I sat down and they voted. They announced that ABLE won. They want to do a presentation to present the money. Once a charity is selected they can't go back in for two years.

Ms. Wagner thanked Ms. Dennis for making this happen.

Ms. Wagner stated that we have been doing some assessments of our vehicles. She passed out a list of all our vehicles showing the age and mileage of each. We are presenting to Community Services next Monday at 2:00. We will be asking them to approve purchase of six vehicles. The vehicles we are purchasing are all minivans that will hold 6-8 people. These will replace some of the vehicles in worst condition or totally out of commission and can no longer be used. Hopefully we are also going to purchase in the next six months three other vehicles. Two will be buses with wheelchair accessibility to replace 2 vehicles with wheelchair access. They are aging and in the garage more than on the road and mileage is so high they are not dependable at all times. The newer vehicles are much safer. It will cost about \$410,000 this year to replace the vehicles we need to replace this year.

Since the tremendous budget cuts in 2008 all money went to operational expenses and not much in normal routine of replacing vehicles or normal maintenance on houses and things like that. Due to fund balance and some other things we are going to be able to do some of these things. We are very grateful for that. If any of you would like to come to the meeting to support us we would be happy to have you there. Again it is Monday, January 26<sup>th</sup>, at 2:00 in the Executive Conference Room.

Residential Update – We met with the architect last week. He is completing the plans for renovations at Pinecrest and Lawton Station Lakes Crossing. We would like to be in the houses by May but probably won't be. We had a visit with all who plan to move in to show the houses. They are impressed with the houses. We have one situation we are concerned if he will be able to function at that level of care. We are looking at that closely. We are moving forward. We had two from Human Rights that came to tour the houses.

All departments are working on a list of our success and goals. I have passed out a copy of what ours are. I won't read them all but will briefly mention our success:

1. Replacing Ivy Lane CTH II by 6/30/15 with completion of Fraser Road CTH II
2. Maintaining an acceptable level of service for our consumers even with increased cost and flat revenue
3. Purchased two new CTH II homes in Bluffton which are the first such residences in the Bluffton/HHI area
4. Ongoing employment of over 50% of Day Program consumers, many through contracts with Beaufort County for cleaning PALS buildings and the St. Helena Library and a new contract with Goodwill
5. Tremendous growth in the number of people we serve in all programs. Day Program has increased by 25%, Service Coordination by 5%, and Residential by 16% when the Bluffton homes open
6. Our Aliant compliance review found us 97.89% compliant in adherence to all SCDDSN, SCHHS, and CMS rules and regulations. Our annual consumer satisfaction survey found they are 100% satisfied with our services in most all programs.

These successes are due to your support and fantastic staff.

Some of our challenges are:

1. Replacing vehicles and ongoing maintenance of DSN facilities
2. Continuing to develop facilities and services for the Bluffton/HHI region of the county
3. Retaining current experienced staff with limited incentives to stay
4. Securing funds to hire necessary staff to ensure programs are adequately staffed
5. Continue to meet consumer and family needs for social work support with changes in federal and state guidelines for CMS Targeted Case Management.

Some of our projects and issues are:

1. Renovations to Pinecrest and Lakes Crossings, the two newly purchased homes in Bluffton
2. Locate free or rental space to start a Day Program in Bluffton
3. Complete last Capital Improvement Program items on the Administration/Day Building
4. Purchase cameras for existing CTH II homes
5. Adding at least two new staff to Day Program
6. Train existing staff to meet the needs of more complex individuals in residential and day program
7. Establish housing and day program facilities in HHI/Bluffton
8. Look at possibility of working with SCDDSN to sell the Port Royal 15 bed facility
9. Develop an ongoing funding system to replace vehicles
10. Develop a system to provide employees with cost of living adjustment to retain experienced workers

Scott Project Update – DSN has been the pilot project for the County and Scott Insurance to help reduce workman's comp claims. We have worked with them since October and have seen a reduction in the number of WC injuries. We aren't sure all the reasons but some has got to be the attention Scott Insurance is calling to staff to be safe. We are having a "Lunch and Learn" with them February 6<sup>th</sup>.

Cameras and staff – Our budget includes money to add cameras to all CTH II homes. The new homes (Fraser Road (replacing Ivy), Pinecrest, and Lakes Crossing) will all have them. We want to go back to all the homes on Lady's Island and put cameras in them. There is money to do that. The cameras will only go in the common areas. We are also adding two additional staff in the Day Program.

VII. DEPUTY DIRECTOR'S REPORT – Bill Love

Mr. Love stated he and Morris Campbell would be attending Pinecrest Home Owner's Association meeting tonight just to reinforce being a good neighbor. Alliant had a licensing process this week. They were here for a day and a half. It looks like we did real well. They did the Day Program and three or four of the houses. The State is assuming more responsibility for providing some administrative training. Erin Womack, Wanda Mayse and I will be going to Columbia to training on Abuse and Neglect on Thursday. Things are going really well.

VIII. POLICY COMMITTEE, Grace Dennis

There were no policies to review.



IX. COMMITTEE REPORTS

- Hospitality Committee  
~Position is still open
- Personnel Committee, Jonathan Brown, Chair  
~Mr. Brown stated that we need to look at some things for next year to help DSN statewide. We need to go to more of the council meetings. Council recognizes DSN and what we do. He asked that an email is sent to everyone with the roster of members and council meeting dates.
- Public Relations/Legislative Committee, David Green, Chair  
~Mr. Green said he will check to see where we are at on the outcome of the resolution that we sent. Mitzi said the resolution asked that the money be returned to us for the sale of Port Royal CRCF. It was appraised three years ago so we need a new appraisal. We need to wait until after the Port is sold because it will increase the value. We are trying to do some things physically to spruce up the facility. There is not much we can do. We really need to get out of that building. Our staff does a fantastic job to keep it clean. There are two people per room and no gathering space. They have two shifts to eat because of limited space. Some afternoons they come over here and use the Day Program for activities.
- Informing Parents, Communication with Transitions, Bobby Collar, Chair  
Mr. Collar had a meeting at the school and was not present.

X. PUBLIC COMMENT

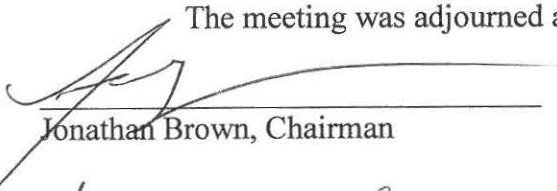
No comments

The next board meeting will be held on **Tuesday, February 17, 2015** at 4:00 p.m. at:  
Disabilities and Special Needs Department  
100 Clear Water Way, Beaufort, SC 29906

XI. ADJOURNMENT

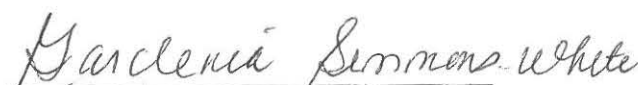
MOTION WAS MADE BY NANCY PINKERTON AND SECONDED BY DEWAYNE FREDERICK TO ADJOURN THE JANUARY 20TH MEETING. PASSED UNANIMOUSLY.

The meeting was adjourned at 5:00 p.m.

  
Jonathan Brown, Chairman

Date



  
Gardenia Simmons-White, Secretary

Date

