

LAURENS COUNTY DISABILITIES & SPECIAL NEEDS BOARD
BOARD OF DIRECTORS MEETING
APRIL 10, 2017

The meeting of the Board of Directors of the Laurens County Disabilities and Special Needs Board was held in the Conference Room of the Administration Building on April 10th, 2017.

MEMBERS PRESENT

Duane Dennie, Peter Littlefield, Maureen Tiller, Janis Tribble, Brenda Ligon and Betty Beasley.

STAFF PRESENT

Jason Tavenner, Beth Wilson, Michelle Stone and Monica Taylor

COMMUNITY PRESENT

Joyce Rambo

CALL TO ORDER

Duane Dennie called the meeting of the Board of Directors to order at 12:03 pm.

INVOCATION

Duane Dennie gave the invocation.

WELCOME AND INTRODUCTIONS

Duane Dennie welcomed everyone to the April Board of Directors meeting of the Laurens County Disabilities and Special Needs Board.

APPROVAL OF AGENDA

The Board of Directors reviewed the April 10, 2017 agenda. Peter Littlefield made a motion to add an Executive Session to the agenda for a contractual matter and to move the Decision Memorandums up in the agenda after "VIII. Approval of March 20, 2017 Board Minutes." Janis Tribble seconded the motion. The motion passed by a vote of 4-0.

NOTICE OF MEETING STATEMENT

The notice of the meeting of the Board of Directors was posted at each location and the agency website. The notice of the meeting was also sent to the Laurens Advertiser, Clinton Chronicle and WLBG for announcement.

PUBLIC COMMENT

No Public Comments.

UPCOMING EVENTS

- April 18th at noon – Employee Tenure luncheon
- April 21st & April 28th from 10am to noon – Field Day at Laurens YMCA
- May 8th – Next Board of Directors meeting

APPROVAL OF MARCH 20, 2017 BOARD MINUTES

The Board of Directors reviewed the March 20, 2017 board minutes. Peter Littlefield made a motion to approve the minutes as submitted. Brenda Ligon seconded the motion. The motion passed by a vote of 5-0.

ITEMS FOR BOARD DECISION

Decision Memorandum 28-17 External Financial Auditor Bids

The bids for the external financial auditor were reviewed with the Board of Directors.

Maureen Tiller moved that the agency accept the bid from Love Bailey CPA for audit services for three (3) years. Janis Tribble seconded the motion. The motion passed by a vote of 5-0.

Decision Memorandum 29-17 Conflict-Free Case Management

The Executive Director reviewed the guidance from SC DHHS for Conflict-Free Case Management.

Peter Littlefield motioned that the agency move toward the Individual Choice Model of Conflict-Free Case Management. Maureen Tiller seconded the motion. The motion passed by a vote of 5-0.

Decision Memorandum 30-17 Policy 7.4 Purchasing Food and Supplies

The Quality Assurance Coordinator reviewed Policy 7.4 with the Board of Directors.

Janis Tribble motioned that Policy 7.4 Purchasing Food and Supplies be removed as a policy as recommended. Maureen Tiller seconded the motion. The motion passed by a vote of 5-0.

EXECUTIVE SESSION

Peter Littlefield moved that the Board of Directors go into Executive Session for a contractual matter. Janis Tribble seconded the motion. The motion passed by a vote of 5-0.

RETURN TO REGULAR SESSION

Peter Littlefield motioned to return to Regular Session. Maureen Tiller seconded the motion. The motion passed by a vote of 5-0.

COMMITTEE RECOMMENDATIONS FOR AGENCY BY-LAWS

Peter Littlefield and Betty Beasley recommended the following changes:

- If allowed by County Ordinance, on page 3, remove the following sentence: “The term of an appointee shall expire on December 31st of the year of the Council Members’ term expiration.” *After further review, this sentence is included in an amendment to Laurens County Ordinance #360; therefore, this section should remain intact, as is.*
- Correct typographical error on page 3, Section 6, that refers to Section 5.

FINANCIAL REPORT

The Finance Director reviewed the February 2017 financials with the Board of Directors.

EXECUTIVE DIRECTOR’S REPORT

The Executive Director reviewed his monthly report with the Board of Directors.

BOARD MEMBER COMMENTS

No Board Member Comments.

ADJOURNMENT

As there was no further business, Maureen Tiller made a motion to adjourn the April 10, 2017 Board Meeting of the Laurens County Disabilities and Special Needs Board. Janis Tribble seconded the motion. The motion passed by a vote of 5-0.