

LAURENS COUNTY DISABILITIES & SPECIAL NEEDS BOARD
BOARD OF DIRECTORS MEETING
JANUARY 8, 2018

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 January 8, 2018.

MEMBERS PRESENT

Peter Littlefield, Brenda Ligon, Joyce Rambo, Maureen Tiller and Sam Stoddard.

MEMBERS ABSENT

Betty Beasley and Janis Tribble.

STAFF PRESENT

Kirk Garrett, Jr., Keely Simmons, Beth Wilson, Jean Ramage, Monica Taylor and Jason Tavenner.

OTHERS PRESENT

Bryan Neill of United Community Bank Investments

CALL TO ORDER

Peter Littlefield called the meeting of the Board of Directors to order at 5:37 pm.

INVOCATION

Brenda Ligon gave the invocation.

WELCOME AND INTRODUCTIONS

Peter Littlefield welcomed everyone to the January Board of Directors meeting of the Laurens County Disabilities and Special Needs Board.

APPROVAL OF AGENDA

The Board of Directors reviewed the January 8, 2018 agenda. Sam Stoddard made a motion to approve the agenda as presented. Brenda Ligon 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

- Annual Chamber Dinner – Thursday, January 25th at 6pm at Presbyterian College
- Night to Shine – Friday, February 9th at 6pm at Fairview Baptist Church in Greer
- Annual Breakfast – Tuesday, February 13th at 8 am, Board Meeting at 9 am (Laurens County Higher Education Center)

APPROVAL OF DECEMBER 11, 2017 BOARD MINUTES

The Board of Directors reviewed the December 11, 2017 board minutes. Peter Littlefield made a motion to approve the minutes as presented. Brenda Ligon seconded the motion. The motion passed by a vote of 4-0.

FINANCIAL REPORT

Bryan Neill of United Community Bank Investments discussed the LCDSNB investment account and the activity over the past year with the Board of Directors. The Finance Director reviewed the financial report for November 2017 with the Board of Directors.

EXECUTIVE DIRECTOR'S REPORT

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

BOARD MEMBER COMMENTS

Board Members discussed the current debt of the agency.

ITEMS FOR BOARD DECISION

Decision Memorandum 9-18 Policy 3.33 Employee Dress Code

The Executive Director and Human Resources Director reviewed the proposed changes to Policy 3.33 Employee Dress Code with the Board of Directors.

Maureen Tiller moved that the Board of Directors approve the proposed changes to Policy 3.33 Employee Dress Code as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 5-0.

Decision Memorandum 10-18 Policy 13.2 Emergency Procedure for Failure of Essential Services

The Residential Director reviewed the proposed changes to Policy 13.2 Emergency Procedure for Failure of Essential Services.

Brenda Ligon moved that the Board of Directors approve the proposed changes to Policy 13.2 Emergency Procedure for Failure of Essential Services as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 5-0.

Decision Memorandum 11-18 Policy 15.2.1 Room & Board Appendix B

The Finance Director reviewed Appendix B of Policy 15.2.1 Room & Board with the Board of Directors.

Brenda Ligon moved that the Board of Directors approve Appendix B of Policy 15.2.1 Room & Board as recommended. Maureen Tiller seconded the motion. The motion passed by a vote of 5-0.

ITEMS FOR BOARD INFORMATION

Informational Memorandum 6-18 Satisfaction Survey Results

The Executive Director reviewed Satisfaction Survey Results with the Board of Directors.

EXECUTIVE SESSION

Brenda Ligon moved that the members go to into Executive Session to discuss a personnel matter. Sam Stoddard seconded the motion. The vote was approved 5-0.

RETURN TO REGULAR SESSION

Sam Stoddard moved that the members return to the regular session of the board meeting. Joyce Rambo seconded the motion. The vote was approved 5-0.

During Executive Session, members discussed the Executive Director's evaluation and compensation.

ADJOURNMENT

As there was no further business, Sam Stoddard made a motion to adjourn the January 8, 2018 Board Meeting of the Laurens County Disabilities and Special Needs Board. Brenda Ligon seconded the motion. The motion passed by a vote of 5-0.