

LAURENS COUNTY DISABILITIES & SPECIAL NEEDS BOARD
BOARD OF DIRECTORS MEETING
SEPTEMBER 10, 2018

The meeting of the Board of Directors of the Laurens County Disabilities and Special Needs Board was held in the Conference Room at the Administration Building on September 10, 2018.

MEMBERS PRESENT

Peter Littlefield, Janis Tribble, Sam Stoddard and Maureen Tiller

MEMBERS ABSENT

Brenda Ligon, Betty Beasley and Joyce Rambo

STAFF PRESENT

Alex Barrett, Kirk Garrett, Jr, Beth Wilson, Michelle Stone, Jean Ramage, Keely Simmons, Jason Tavenner and Monica Taylor

OTHERS PRESENT

Judy Manley, Candidate for Human Rights Committee
Joe Prothro, DSP Architects

CALL TO ORDER

Peter Littlefield called the meeting of the Board of Directors to order at 5:36 pm.

INVOCATION

Sam Stoddard gave the invocation.

WELCOME AND INTRODUCTIONS

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

APPROVAL OF AGENDA

The Board of Directors reviewed the September 10, 2018 agenda. Janis Tribble made a motion to approve the agenda as presented with the change to move Decision Memorandum 7-19 earlier in the agenda, to be considered after the Approval of August 13, 2018 Board Minutes. Maureen Tiller 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

Next Board Meeting – Monday, October 8th at 5:30pm

Disability Employment Awareness Month Lunch and Learn – Tuesday, October 9th at 11:30am

Annual Board Training – Wednesday, October 17th from 4:30-7:30pm

APPROVAL OF AUGUST 13, 2018 BOARD MINUTES

The Board of Directors reviewed the August 13, 2018 board minutes. The minutes were approved prior to the meeting by Betty Beasley. Peter Littlefield made a motion to approve the minutes as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.

HUMAN RIGHTS COMMITTEE MEMBER

Judy Manley was presented as a candidate for the Human Rights Committee. Peter Littlefield motioned to approve this candidate. Janis Tribble seconded the motion. The motion passed by a vote of 4-0.

WEBSITE DEMONSTRATION

The Information Technology staff reviewed the agency website with the board members.

EXECUTIVE DIRECTOR'S REPORT

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

BOARD MEMBER COMMENTS

No Board Member Comments

ITEMS FOR BOARD DECISION

Decision Memorandum 5-19 Policy Manual Approval

The Executive Director reviewed the Policy Manual Approval procedure with the Board of Directors.

Janis Tribble moved to approve the Policy Manual as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.

Decision Memorandum 6-19 Management's Discussion and Analysis – Fiscal Year 2017-2018

The Executive Director reviewed the Management's Discussion and Analysis draft for the final audit papers.

Maureen Tiller moved to approve the Management's Discussion and Analysis – Fiscal Year 2017-2018 as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.

Decision Memorandum 7-19 Evergreen Security Project

The Executive Director and Joe Prothro of DSP Architects reviewed the proposed Evergreen Security Project and budget with the Board of Directors.

Maureen Tiller moved to approve the Evergreen Security Project and budget as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.

Decision Memorandum 8-19 Policy 8.10 ICF Medication Administration Within Habilitation Centers

The Residential Director reviewed the proposed changes to Policy 8.10 ICF Medication Administration Within Habilitation Centers.

Janis Tribble moved to approve Policy 8.10 ICF Medication Administration Within Habilitation Centers as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.

A Decision Memorandum 9-19 Policy 8.11 ICF Medication Administration Outside Habilitation Centers

The Residential Director reviewed the proposed changes to Policy 8.11 ICF Medication Administration Outside Habilitation Centers.

Janis Tribble moved to approve Policy 8.11 ICF Medication Administration Outside Habilitation Centers as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.

Decision Memorandum 10-19 Policy 8.12 Administration of Medication (Non-ICF)

The Residential Director reviewed the proposed changes to Policy 8.12 Administration of Medication (Non-ICF)

Janis Tribble moved to approve Policy 8.12 Administration of Medication (Non-ICF) as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.

Informational Memorandum 1-19 SCDDSN Internal Audit Report and Follow Up

The Executive Director reviewed the SCDDSN Internal Audit Report with the Board of Directors.

ADJOURNMENT

As there was no further business, Janis Tribble made a motion to adjourn the September 10, 2018 Board Meeting of the Laurens County Disabilities and Special Needs Board. Sam Stoddard seconded the motion. The motion passed by a vote of 4-0.