

LAURENS COUNTY DISABILITIES & SPECIAL NEEDS BOARD  
BOARD OF DIRECTORS MEETING  
FEBRUARY 12, 2019

The meeting of the Board of Directors of the Laurens County Disabilities and Special Needs Board was held at the Laurens County Higher Education Center on February 12, 2019.

**MEMBERS PRESENT**

Joyce Rambo, Brenda Ligon, Peter Littlefield, Janis Tribble and Sam Stoddard

**MEMBERS ABSENT**

Betty Beasley

**STAFF PRESENT**

Beth Wilson, Michelle Stone, Keely Simmons, Kirk Garrett Jr, Jason Tavenner and Monica Taylor

**CALL TO ORDER**

Peter Littlefield called the meeting of the Board of Directors to order at 9:24 am.

**INVOCATION**

Sam Stoddard gave the invocation.

**WELCOME AND INTRODUCTIONS**

Everyone was welcomed to the February Board of Directors meeting of the Laurens County Disabilities and Special Needs Board.

**APPROVAL OF AGENDA**

The Board of Directors reviewed the February 12, 2019 agenda. Peter Littlefield made a motion to approve the agenda as presented. Joyce Rambo seconded the motion. The motion passed by a vote of 5-0.

**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

- Chamber of Commerce Dinner - Thursday, February 21<sup>st</sup> at 7pm at Presbyterian College
- Next Board Meeting - Monday, March 18<sup>th</sup>

## APPROVAL OF JANUARY 14, 2019 BOARD MINUTES

The Board of Directors reviewed the January 14, 2019 board minutes. Janis Tribble made a motion to approve the minutes as presented. Brenda Ligon seconded the motion. The motion passed by a vote of 5-0.

## 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 23-19 Policy 13.21 Safety of Staff During Home Visits

The Day Program and Community Services Director reviewed the proposed changes to Policy 13.21 Safety of Staff During Home Visits.

Janis Tribble moved to approve the changes to Policy 13.21 Safety of Staff During Home Visits as presented. Brenda Ligon seconded the motion. The motion passed by a vote of 5-0.

### Decision Memorandum 24-19 Policy 3.39 Time and Attendance

The Human Resources Director reviewed the proposed changes to Policy 3.39 Time and Attendance.

Janis Tribble moved to approve Policy 3.39 Time and Attendance as presented. Joyce Rambo seconded the motion. The motion passed by a vote of 5-0.

### Decision Memorandum 25-19 2<sup>nd</sup> Quarter Financial Statements

The Finance Director reviewed the 2<sup>nd</sup> Quarter Financial Statements.

Janis Tribble moved to approve the 2<sup>nd</sup> Quarter Financial Statements as presented. Sam Stoddard seconded the motion. The motion passed by a vote of 5-0.

### Decision Memorandum 26-19 Property and Tort Insurance Renewal

The Finance Director reviewed the Property and Tort Insurance Renewal.

Brenda Ligon moved to approve the Property and Tort Insurance Renewal as presented. Joyce Rambo seconded the motion. The motion passed by a vote of 5-0.

## ADJOURNMENT

As there was no further business, Janis Tribble made a motion to adjourn the February 12, 2019 Board Meeting of the Laurens County Disabilities and Special Needs Board. Sam Stoddard seconded the motion. The motion passed by a vote of 5-0.