



MINUTES
GREENVILLE COUNTY DISABILITIES AND SPECIAL NEEDS BOARD
BOARD OF DIRECTORS REGULAR MEETING
NOVEMBER 19, 2015
4:30 PM
Patrick Center Annex Building, Room 103

Notice of the meeting was sent to all Board Members, The Greenville News, The Greenville Journal, WYFF-TV 4, Fox-TV 21, and the Clerk to Council, Greenville County. Notice and agenda were posted in the lobby of the Patrick Center Administration Building and the Patrick Center Annex and the Agency Website prior to the meeting.

Members Present:	Bern Mebane, Vice Chair Cindy Baughan Peggy Farmer Bryant Nixon	Members Absent:	Alex McNair, Chair Bob Ariail, Treasurer Paul Hamberis
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Senior Staff Present:	John Cocciolone, Executive Director Anne Arrington Curtis Arrowood Julie Black Craig Byrd Alicia Grubel Elise Hardin	Sandy Brown, Recording Secretary Al Hill Nicole Lomax Mike Teachey Martin Watson Peggy White Stacy Whitsel
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Call to Order: The Board of Directors meeting was called to order at 4:33 PM by Bern Mebane, Vice Chair.

Invocation: Peggy Farmer offered an Invocation.

Approval of the Consent Agenda: A Motion: To approve the Consent Agenda items of the November 19, 2015, Board of Directors Meeting. Peggy Farmer made the motion with a second by Bryant Nixon. The motion passed unanimously.

Finance Report: Al Hill presented the October Financial Report and noted a gain of \$154,022 for the month of October, and a gain of \$192,208 for the year. He advised that November, December, and January have two holidays each, which will impact the gain, but he assured overtime will be managed carefully. He commented on a few things of import: Cash increased by \$136,440; \$59,000 in taxes for

the employee bonus will be paid in November; \$52,500 was received from DDSN for the room and board reimbursement payment, and \$40,000 was received from HUD for accounts receivable items.

Revenue for October reversed some estimations made in August and September for vacancies and additional bands in the amount of \$84,022. Capitated Amendment No. 1 for July through October was received in the amount of \$266,482 plus Non-capitated funds and grant increases. GCDSNB expects to receive an additional \$17,000 for the staff bonuses to cover FICA and Workers Comp.

Explanation of One-time vs. Continuation Funding: Mr. Hill distributed a handout entitled “GCDSNB Accounting of One-Time Funding.” He reviewed \$1,651,230 in one-time funds was received; \$281,000 was budgeted on vehicles on an 8-year replacement plan; \$114,000 was budgeted for facilities for roofs, flooring, and bathroom renovations; and \$388,179 was budgeted for technology to include the Therap project, leaving \$868,051 for reserve or investment.

Of the \$1,651,230 received in one-time funds, \$156,070 was spent for vehicles from the CapEx schedule and \$128,466 spent for two other vehicles to facilitate an important employment opportunity that developed; \$180,360 was spent on facilities, which included budgeted capital items and needed items that didn’t rise to the capital level; and \$140,301 for technology; leaving \$1,046,033 available.

Update on New Employment Opportunity: Martin Watson explained that two additional vehicles were purchased due to GCDSNB obtaining its largest employment contract in Spartanburg at Contec to hire up to 40 individuals. The individuals will work daily at either a 4-hour or 8-hour shift and earn no less than minimum wage. He estimated, with 28 individuals working initially, GCDSNB will net \$163,440 a year after paying the individuals, and with 40 individuals employed the net will be \$239,200.

John Cocciolone explained the expense of the two vans was approved in the CapEx budget; however, approval may be needed at a later date to purchase the two vans that were initially scheduled for replacement in the CapEx plan.

Mr. Cocciolone reported an attorney is working on a subsidiary that will allow GCDSNB to retain excess funding and avoid payback to DDSN and serve people on the waiting list.

Community Engagement Committee: Ms. Farmer reported a planning session for the Community Engagement Committee will be held on November 30. Names of prospects to serve on the committee would be appreciated. She is involved with a division of the Greenville Woman’s Club that will be a service group that is adopting GCDSNB’s goals as their main focus.

Mr. Mebane urged the Board members to remember GCDSNB during this season of giving. Craig Byrd reported GCDSNB staff has pledged \$17,376 through payroll deductions. He spoke to a group of 60 residential managers, who inspired him with their stories. He shared information about the employee contribution process with them and received a good response. He is setting up meetings with Board members to discuss an annual gift. Volunteer policies and procedures have been developed, and Gina Abrams, GCDSNB’s Volunteer Coordinator, has been setting up appointments with organizations in the community to talk about volunteer opportunities at GCDSNB. Also policies and procedures for gift solicitation and acceptance, fundraising for other organizations, and third party solicitation have been developed.

Executive Director & Chairman's Reports: Mr. Cocciolone introduced Julie Black, the new Human Resources Director. He thanked Clyde Baucom, new Board member nominee, for his assistance in the hiring process. Ms. Black provided information on her background.

Public Comments: There were no public comments prior to the Executive Session. However, following the Executive Session, Elise Hardin remarked on the changes since Craig Byrd, Kate Patino and Gina Abrams joined the staff and said it was a huge relief to have their support. Mr. Mebane thanked the staff for their efforts before having the new staff positions.

Other Business: Mr. Cocciolone recommended the Board approve an amount not to exceed \$15,000 for gift cards for employees in appreciation for their service. **A motion: To instruct the Executive Director to secure gift cards for all employees based on tenure; the amount not to exceed \$15,000.** Ms. Farmer made the motion, which received a second by Cindy Baughan. The motion passed unanimously.

Mr. Cocciolone presented Mike Teachey with an award from ABLE SC for his efforts with the Greenville CAN program.

Executive Session: A Motion: To enter Executive Session to discuss a contractual matter. Mr. Nixon made the motion to enter Executive Session with a second by Ms. Farmer. Emily Moseley and another staff person from Crawford Strategy joined the Board in Executive Session.

The Board re-entered Open Session without making any motions or decisions

Adjournment: The meeting adjourned at 5:34 PM.

Next Meeting: The next regular meeting of the Board of Directors will be held on January 28, 2016, at 4:30 PM.

Submitted by: Sandra W. Brown 2/25/16
Sandra W. Brown, Recording Secretary Date

Approved by: Bern Mebane 2/25/16
Bern Mebane, Vice Chair Date