



**MINUTES**  
**THRIVE UPSTATE**  
**BOARD of DIRECTORS MEETING**  
**JUNE 28, 2018 - 4:30 PM**  
**PATRICK CENTER ANNEX**

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 Thrive Upstate Website prior to the meeting.

**Members Present:** Bryant Nixon, Chair  
Bob Ariail  
Christy Bright  
Paul Hamberis  
J.T. Morris  
Amanda Walkup

**Members Absent:** Clyde Baucom  
Bern Mebane  
Alex McNair

**Staff Present:** Tyler Rex  
Al Hill  
Sandy Brown  
Elise Hardin  
Dee DiCarlo

Alicia Grubel  
David Bright

**Call to Order:** Bryant Nixon, Chair, called the meeting to order at 4:32 PM.

**Approval of Consent Agenda:** The Consent Agenda items included the May 24, 2018, Board Minutes, the Health and Safety Report, the Dashboard and Services at a Glance reports, and Board Policy 100-15. The Health and Safety Report was discussed briefly. Mr. Ariail requested a summary of the med error situation. **A Motion: To approve the Consent Agenda items. Bob Ariail made the motion with a second by Paul Hamberis. The motion passed.**

**Executive Director's Report:** Mr. Rex reviewed a few items not covered in the Executive Director's Report provided in the Board Packet. The only individual remaining on the in-house janitorial crew who didn't have a competitive job received a job offer. BB&T came to Blue Ridge and provided crafts, raised planter beds, and ice cream for the individuals. Mr. Rex and several Board members visited HASCI and watched a play rehearsal. The play will be held on August 7 at 7 PM at McAlister Square. HASCI is partnering with Warehouse Theatre.

**Quality Assurance.** The state released statewide averages for quality assurance contract compliance scores, and Thrive Upstate exceeded the statewide average in every department. HASCI was in a separate category and scored 100%.

Thrive Upstate voluntarily participated in a week long review of its services, policies and procedures, and quality controls by Council on Quality and Leadership staff as part of a pilot project initiated by DDSN. The outcome will shape discussions with Strategic Planning in the future. The Thrive Upstate leadership team will analyze whether CARF or CQL accreditation is best.

Employee Recognition. Mr. Rex explained with the agency's favorable financial situation, he felt it was important to recognize staff with a bonus based on their years of service. The proposed bonus plan was submitted to DDSN and was approved. A chart was provided in the Executive Director's Report listing the years of service, number of employees, the bonus, and total for each category. The total cost with final numbers (\$36,280) was in the Executive Director's Report presented at the meeting. Chairman Nixon reported the Executive Committee was informed of the proposal, and it was discussed and approved.

**A Motion: To approve the proposed plan for employee recognition as presented. J.T. Morris made the motion which received a second from Bob Ariail. The motion passed unanimously.**

Strategic Plan: Mr. Rex presented the Strategic Plan with a PowerPoint presentation and handout. He said the leadership team used a strengths, weaknesses, opportunities and threats analysis to develop the plan. The Vision, Mission and Values were reviewed. The Vision was modified to focus on abilities. It doesn't mention "disabilities," and was shortened. The Strategic Objectives discussed were:

- Transition 80 percent of Adult Day Program services into community settings.
- Transition 15 individuals into less restrictive residential settings.
- Obtain Council on Quality and Leadership "Basic Assurances" level accreditation.
- Reduce employee turnover to 25 percent.
- Develop a transportation solution for Thrive Upstate participants.

An action plan for each short-term goal will be developed, and quarterly Action Plan forms will be presented to the Board, along with a midyear Strategic Plan update. **A Motion: To accept the Strategic Plan as presented. Bryant Nixon made the motion with a second by Bob Ariail. The motion passed unanimously.**

**May 2018 Financial Report:** Tyler Rex presented the finance report. On the Balance Sheet, he noted Current Assets decreased (\$29,780) from the prior month and Total Liabilities decreased (\$92,462). The Current Ratio decreased to 1.07. It was noted the June 1<sup>st</sup> payroll was funded out of cash. The Year to Year Comparison Report shows a \$784,236 Net Gain for the Year. He commented we will end year in a good financial position. Mr. Rex pointed out the Cash Flow Projection Report shows \$980,474 Cash at the end of June and \$2,320,981 at the end of July. Neither June nor July figures include the \$500,000 in the LGIP account. He cautioned if there is a switch in the payment system, there may be a potential \$2 million swing in Cash.

**FY 2019 Budget:** The Thrive Upstate Budget FY 2019 Summary was reviewed at the May 17 Finance Committee meeting. At that time, the 2019 Budget projected a \$235,648 surplus next year. A sheet was provided with additional changes to the budget since the May 17 Finance Committee Meeting, which included a proposed additional holiday in the spring. A revised budget was included in the Board packet with a projected surplus of \$209,605. It was discovered that Workers Compensation would not cost as much as anticipated, and the difference was moved to Waiver Direct Bill. **A Motion: To approve the FY 2019 budget as presented. Paul Hamberis made the motion with a second by Bob Ariail. The motion was approved unanimously.** Mr. Rex noted two things were approved tonight to benefit employees—the employee recognition bonus and an additional holiday.

**Holiday Schedule:** A copy of the holiday schedule for the FY 2018-19 was provided to the Board in its information packet that included the additional spring holiday. **A Motion: To approve the FY 2018-19**

**Holiday Schedule.** Bob Ariail made the motion with a second by Christy Cates Bright. The motion passed unanimously.

**Rescheduling July HUD Board Meetings:** Mr. Rex explained two HUD Corporations' annual meetings were scheduled for July, but the new Board meeting schedule doesn't include a July meeting. He proposed the two HUD meetings scheduled for July be held in August. **A Motion: To change the annual HUD Board Meetings for Ayres Housing, Inc. and Stone Development, Inc. from July to August.** Bob Ariail made the motion and Christy Cates Bright made the second. The motion passed.


**Board Application Renewal:** Chairman Nixon reminded Board members whose term is expiring in December that if they wished to renew their membership, applications must be made to Greenville County in the month of July. An application was provided to members present whose terms are expiring.

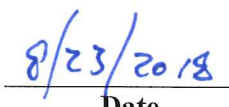
**New Business:** There was no new business.

**Public Comments:** There were no public comments.

**Adjournment:** The meeting adjourned at 5:44 PM.

Respectfully submitted by Sandra W. Brown, Executive Assistant.

Approved by:   
Bryant Nixon, Chairperson

  
Date