



**MINUTES**  
**BOARD of DIRECTORS MEETING**  
**JUNE 27, 2019 - 4:30 PM**  
**PATRICK CENTER ANNEX**

*Notice of the meeting was sent to all Board Members, The Greenville News, 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:** Bob Ariail, Interim Chair  
Christy Bright, Interim Vice Chair  
Clyde Baucom, Treasurer  
Paul Hamberis  
Alex McNair  
Bern Mebane (by phone)  
Bryant Nixon (unofficial)  
Jason Strand  
Amanda Walkup

**Members Absent:**  
None

<b>Staff Present:</b>	Tyler Rex	Elise Hardin
	David Bright	Peggy White
	Sandy Brown	Stacy Whitsel
	Al Hill	

**Call to Order:** A quorum being present, Christy Bright, Interim Vice Chair, called the meeting to order at 4:38 PM. Bob Ariail joined the meeting at 4:41 PM and chaired the meeting.

**Approval of Consent Agenda:** The Consent Agenda items included the April 25, 2019, Board Minutes, the Health and Safety Report, Dashboard and Services at a Glance reports, and the FY 2019-2020 Holiday Schedule. **A Motion: To approve the Consent Agenda items as presented. Paul Hamberis made the motion to approve with a second by Bern Mebane. The motion passed unanimously.**

**Executive Director's Report – Strategic Plan:** Tyler Rex showed a PowerPoint presentation on the FY 2020 Strategic Plan. A Strategic Plan Narrative was provided in the packet. Highlights included:

- Residential Services participants increased from 242 to 253.
- Day Services participants decreased from 418 to 403 due to increased competition.
- KidVentures participants increased from 120 to 137, and the funding change to fee for service will start July 1.
- HASCI services increased from 73 to 79 participants, and also had a funding change to waiver funding.
- In the Health and Safety area, Mr. Rex commented that incidents of Abuse, Neglect and Exploitation at Thrive were at or below the average statewide rates when the state last provided this data. He praised the effectiveness of the Quality Assurance team.
- The Med Error Rate decreased from 0.0011 to 0.0005 with 1.6 million med passes.
- The Contract Compliance score decreased slightly from 93 percent to 92 percent. Thrive Upstate has a 5-star rating with DDSN.
- The Facility Licensing score decreased from 91 percent to 88 percent.

- The YTD surplus in FY 2018 was \$784,236; in FY 2019 the YTD surplus was \$135,064. He reported a contributing factor was the cost of employee benefits, which increased \$1/2 million in FY 2019.
- The Variance to Budget was estimated to be \$190,376; however the Actual was \$135,064 due to rising costs and stagnant revenue.

Mr. Rex recapped a few of a long list of successes in the past fiscal year of which he is proud. The list includes the Greenville Greeters, ThriveArrive transportation program, the Gresham Transition House, and reduced turnover. He commented 5,000 people were greeted by the Greenville Greeters in Atlanta at the Microsoft Summit.

Thrive Upstate strengths, weaknesses, opportunities, and threats were reviewed. It is hoped the anticipated new funding model will be an opportunity for growth.

The four Strategic Objectives and the short-term goals for each objective was reviewed. Long-term Goals included:

- Transition 80% of Adult Day Program services into community settings.
- Transition 15 individuals into less restrictive residential settings.
- Reduce turnover to 25%.
- Develop a transportation solution for Thrive Upstate participants.

**Judson Neighborhood Property:** Mr. Rex said the Executive Committee met earlier and was informed of developments regarding the Judson Neighborhood property. He recapped the history of the donation of this property to Thrive Upstate from Generous Garden. It was found to be cost prohibitive to garden at this site. An interested developer initiated a phase 1 environmental study, and a phase 2 study was recommended. Keep Greenville County Beautiful is interested in ownership of the property to develop a raised-bed community garden. It was reported the Judson Neighborhood was in favor of the county taking ownership of the property. **Clyde Baucom presented a motion from the Executive Committee recommending the Board approve the contribution of the Judson Neighborhood property to the Greenville County Keep Greenville Beautiful organization.** Discussion followed. **Amanda Walkup offered a second, and the motion passed unanimously.** Mr. Rex added that the county may have to take steps to formalize the transaction before a quit claim deed could be prepared transferring the property to Greenville County.

**Ridge Road Residence Flooring:** Mr. Rex reported Ridge Road Residence, a decades-old, 12-bed facility, with original flooring in poor condition, is being brought up to standard. Bids were solicited. Thrive's Maintenance Department prefers the second highest bid of \$12,900 due to the company's strong reputation and experience. **A Motion: To expand the purchasing authority of the Executive Director for the limited purpose of approving the flooring replacement at Ridge Road Residence by the preferred vendor. The motion was made by Alex McNair and seconded by Amanda Walkup. The motion passed unanimously.**

**FY 2020 Budget:** A Budget Narrative and Summary were provided by email and hard copy. Mr. Baucom, Executive Committee Treasurer, summarized the budget will be closer to breaking even in 2020, with less opportunity to increase revenue. Mr. Rex added a more conservative approach to expenses and revenue in the budget was taken. Highlights of the budget were presented.

Peggy White reported a \$15,508 Gain is anticipated in the 2020 Budget with Total Budgeted Revenue of \$28,778,827. The Total Revenue net increase of \$1,622,208 as compared to the FY 19 Annualized Actual is mostly due to DDSN funding for the 2 percent cost of living increase and the \$1 increase for DSPs. She expects to receive OSS funds for the converted Parkins I and Parkins II CRCF residences. Care and Maintenance is predicted to have a favorable Variance from the FY 19 Annualized Actual of \$17,681. The

budget shows a (\$40,381) Unfavorable Variance in Contract Revenue as employment is transitioned more into the community.

The Total Budgeted Expenses are \$28,763,319, a net increase of \$1,791,656 as compared to FY 19 Annualized Actual. Expenses are budgeted for \$74,188 less than FY 2019. The \$1 increase for DSP positions and the 2 percent cost of living increase are budgeted to increase Salary and Wages expense by \$1,088,384. Overtime is predicted to decrease \$92,465. A 13 percent increase in health insurance is budgeted for January 2020. Professional Fee Expense is expected to decrease by \$94,138 due to the termination of contract nursing. Legal fees are expected to decrease, and tort insurance is expected to increase by 25 percent.

**Clyde Baucom reported the Finance Committee reviewed the budget and passed a motion recommending the Board approve the FY 2020 budget as presented. The motion passed unanimously.**

**May 2019 Financial Report:** Clyde Baucom presented the May 2019 Financial Report. On the Balance Sheet, he noted Total Assets and deferred Outflows-Pension Change from Prior Month was (\$437,225). The Change from Prior Year was \$1,265,526. Accrued Wages, FICA and Retirement Change from Prior Month was (\$566,921), which was attributed to three payrolls in May. A Change from Prior Month of (\$437,225) in Total Liabilities, deferred Inflows-Pension and Fund Equity was noted.

On the Profit and Loss statement, the Current Month Variance to Budget for Total Operating Revenue was (\$29,278). The Variance to Budget in Total Operating Expenditures was (\$31,349). The Actual Net Revenue Under Expenses was (\$41,395). The Year to Date Variance to Budget Net Revenue Under Expenses was (\$55,313). Mr. Baucom observed, Salaries and Overtime were under budget for two months in a row.

The Profit and Loss Comparison-All Months report showed a Net Gain Year to Date of \$135,064.

The Year-to-Year Comparison statement showed a Variance of \$360,216 from May 2018 YTD to May 2019 YTD. Significant increases in Salaries, Employee Benefits, and Payroll Taxes contributed to the Total Operating Expenditures Variance from May 2018 YTD to May 2019 YTD amounting to (\$1,009,388). The Net Gain for May 2019 YTD was \$135,064.

On the Cash Flow Projection report, Mr. Baucom observed that May was the lowest month from January YTD in Receipts, and next month was projected to be lower. The Actual Net Decrease in Cash in May was (\$444,135). In June, the projected Net Decrease in Cash will be (\$1,047,115) due to receiving only one provider check in June. The LGIP balance is approximately \$600,000, since \$400,000 was transferred to the Operating Account in June.

The Comparison of Cash Flows for FY18 vs FY19 report showed a Difference in Total Receipts from FY 2018 to FY 2019 of \$1,073,264. The Difference in Total Disbursements from FY 2018 to FY 2019 was (\$2,095,946). The Difference from FY2018 to FY2019 in Operating Balance-Ending was (\$969,139). Mr. Baucom commented on the swing of nearly \$1 million disbursements over receipts from the previous year due to Retirement, Operating Disbursements, Respite and In Home Supports – items that are unpredictable and difficult to budget.

Mr. Mebane requested Mr. Rex and the Finance Department to provide the Board with a recommended minimum cash balance.

**New Business:** Mr. Ariail announced Thrive Upstate Foundation's 501(C) (3) application was approved.

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

**Adjournment:** The meeting adjourned at 6:30 pm by motion of Bern Mebane and a second by Amanda Walkup. The motion passed unanimously.

**Respectfully submitted by Sandra W. Brown, Executive Assistant.**

Approved by: Christy Cates Bright  
Christy Cates Bright, Interim Vice Chair

8/22/19  
Date