



*MINUTES  
BOARD OF DIRECTORS MEETING  
1700 RIDGE ROAD  
GREENVILLE, SC  
APRIL 27, 2023  
4:30 PM*

**Members Present:**

Bryant Nixon, Chair  
Jason Strand, Vice Chair  
Clyde Baucom, Treasurer  
Bob Ariail  
Paul Hamberis  
Bern Mebane  
George McLeer, Sr.  
Autumn Shearin

**Members Absent:**

Peter Mathias (unofficial)

**Staff Present:**

Tyler Rex, Executive Director  
Angie Ballenger  
David Bright  
Sandy Brown

Al Hill  
Peggy White  
Stacy Whitsel

**Call to Order:** A quorum was present in person and virtually, and the meeting was called to order by Bryant Nixon, Chair, at 4:32 PM.

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

**Introduction of New Board Member:** Peter Mathias was unable to attend the Board Meeting, and will be introduced at the May Board meeting.

**Department Overview:** Tyler Rex, Executive Director, informed that Amy Miller, RN, Medical Educational Administrator in the Training Department, had a conflict with a 4-week training class and would be rescheduled to discuss med errors.

**Consent Agenda:** Chairman Nixon read the Consent Agenda items listed below for approval:

- a. March 23, 2023 Board Minutes Draft
- b. Health and Safety Report
- c. Dashboard and Med Error Report
- d. Approval of Policies:
  - i. 100-16 Board Governance: Relations with Affiliated Organizations
  - ii. 100-19 Board Agency and Program Evaluation

- iii. 100-20 Emergency Policy
- iv. 100-21 Grievance/Appeal Policy and Procedures ....
- v. 400-9 Procurement Policy

**A Motion: To Approve the Consent Agenda items as presented. Bern Mebane made a motion to approve, with a second by Clyde Baucom. The motion passed unanimously.**

**March 2023 Financial Reports:** Clyde Baucom presented the highlights of the March financial reports.

- Balance Sheet. The Current Ratio increased to 3.18.
- Profit and Loss.
- Profit and Loss Comparison-All Months.
- Year/Year Comparison.
- Cash Flow Projection.
- Comparison of Cash Flows for FY22 vs. FY23.
- Contract/Vendor Summary Reports.

**Approval of the Auditor RFP:** Mr. Rex recapped the efforts to attract proposals from auditors, with only Manley Garvin submitting an RFP, at a substantially higher cost. Manly Garvin also provides audit services to the Burton Center and the Dorchester County DSN Board. The Finance Committee reviewed the proposal and brought **a motion to approve the Manley Garvin RFP as presented in the proposal.** **The Board voted to approve the Manley Garvin proposal. The motion passed unanimously.**

**Line of Credit Renewal:** Mr. Rex reported South State Bank submitted a term sheet for the line of credit renewal that was unchanged from the previous year, with the exception of a rate which was lowered from Prime + 0.5% to Prime + 0. **A Motion to approve the South State Bank terms for the line of credit was approved in the Finance Committee and brought to the Board for approval.** **The Board passed the motion unanimously.**

**Shift Differential Update:** Mr. Rex reported the shift differential is having an impact on hiring. There were 66 openings on 2<sup>nd</sup> and 3<sup>rd</sup> shifts when the differential started; now there are 27 openings. He expects overtime costs to decline by June and July.

**Executive Director's Report:** Mr. Rex attended the national ANCOR Conference in Chicago, and said the national perspective was impressive. Nationally, human service organizations are having the same issues. He came back inspired with goals for technology to supplement what staff can do.


He reviewed the following items that were provided in the Executive Director's Report:

- Quarterly Update
- Senate Bill 602—SCDDSN & Board Restructuring
- Paris Mountain State Park Ribbon Cutting
- Drumming Up Awareness 2023
- New Employment Enclave

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

**Adjournment: A Motion: To adjourn the meeting. Bern Mebane made the motion, which was seconded by Bryant Nixon. Motion passed. The Board meeting adjourned at 5:50 PM.**

Submitted by: Sandra W. Brown  
Sandra W. Brown, Executive Assistant

Approved by Board of Directors:  5/23/2023  
Bryant Nixon, Chair Date