

FINANCE AND AUDIT COMMITTEE AGENDA

Commission of the South Carolina Department of Disabilities and Special Needs
3440 Harden Street Extension
Conference Room 180
Columbia, South Carolina

January 9, 2020

3:00 p.m.

Present – Robin Blackwood and Gary Lemel

Staff – Mary Poole, Kevin Yacobi, and Chris Clark

Guests – see guest sign in sheet

1. Call to Order *Robin Blackwood, Committee Chair*

2. Adoption of the Agenda

[Brief Summary:](#) Request to committee members present to adopt the agenda.

[Committee Member\(s\) Guidance \(if any\):](#) None

[Committee Vote\(s\) \(if any\):](#) Committee members present approved agenda as presented.

3. Review minutes of November 7, 2019 meeting – format/content/approval

[Brief Summary:](#) Committee members reviewed the format and content of the minutes from November.

[Committee Member\(s\) Guidance \(if any\):](#) None

[Committee Vote\(s\) \(if any\):](#) Committee members present accepted the minutes as presented.

4. Review of finance committee action items requiring full commission ratification

- a. Contract amendments over \$200,000
- b. Travel directive
- c. Procurement directive
- d. 2021 budget plan/request

[Brief Summary:](#) Committee was reminded that a variety of action items since August 2019 need to be ratified by the full Commission. These action items were necessary to permit providers to maintain their

financial status, to bring DDSN into line with law changes, and to ensure a budget plan was submitted to the State within the required time frames.

Committee Member(s) Guidance (if any): Present these items to commission on January 23rd with discussion for their consideration of approval/ratification.

Committee Vote(s) (if any): Committee took this as information and will present, in conjunction with Chris Clark, these topics.

5. Consideration of options to pass State appropriated funds to Case Management and Early Intervention – July to December funding

Brief Summary: Recapitulated the options DDSN has to pass through funds to the providers for these two services that went fee for service July 1, 2019 but rates with HHS were not adjusted until January 1, 2020. Discussed the two most viable, equitable, and logical options available to DDSN. Option 1 is to base the increases to providers using FTE reports submitted back in March/April 2019. Option 2 is to compute the rate increase based on the state funds we have for July to December and the productivity figures for the same period of time. The preferred approach is option 2.

Committee Member(s) Guidance (if any): None

Committee Vote(s) (if any): Committee took as information for Commission to consider actual approach to use.

6. Medicaid eligibility funding to providers

Brief Summary: In the fee for service world for EI and CM, providers are required to complete certain processes that are not billable as a unit of service. The providers are completing enrollment processes for consumers they serve but cannot bill this effort. DDSN was able to study the effort it takes and obtain concurrence from HHS on a fair amount to pay providers for this effort. The approved rate is \$150.50 per case. DDSN computed the amounts owed to providers for July to October and remitted these amounts to the providers. HHS is to reimburse DDSN for these costs as part of an administrative contract.

Committee Member(s) Guidance (if any): None

Committee Vote(s) (if any): Informational only

7. Review and approval of DOT grant

Brief Summary: Pee Dee Center has been applying for and receiving SCDOT grant awards for a number of years. The awards have been to purchase vehicles for use at the center. SCDDSN has been awarded a grant for FY 2020. At this time, SCDDSN has to turn in the certifications and assurances to finalize the

award process. The documents were shared with the committee. We will need one document signed by Gary Lemel to authorize completion of the remainder of the documents.

Committee Member(s) Guidance (if any): Review the documents in advance of the commission meeting.

Committee Vote(s) (if any): None needed. Committee took as information and will present to Commission for approval.

SC COMMISSION ON DISABILITIES AND SPECIAL NEEDS

Finance and Audit Committee Meeting

January 9, 2020

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

1. Chris Clark SCDDSN
2. Deborah + Heather Melkeson Richland county
3. Beth J P&A
4. Karen Habi DDSN
5. Debbie Wilson DDSN
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