

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

MINUTES

July 16, 2015

The South Carolina Commission on Disabilities and Special Needs met on Thursday, July 16, 2015, at 10:00 A.M. at the Department of Disabilities and Special Needs Central Office, 3440 Harden Street Extension, Columbia, South Carolina.

The following were in attendance:

COMMISSION

Present:

Bill Danielson, Chairperson
Fred Lynn, Vice Chairman
Eva Ravenel, Secretary
Mary Ellen Barnwell
Katherine Davis
Gary Lemel
Vicki Thompson

DDSN Administrative Staff

Dr. Buscemi, State Director; Mrs. Susan Beck, Associate State Director, Policy; Mr. David Goodell, Associate State Director, Operations; Mr. Tom Waring, Associate State Director, Administration; Mrs. Tana Vanderbilt, General Counsel (For other Administrative Staff see Attachment 1 – Sign In Sheet).

Guests

(See Attachment 1 Sign-In Sheet)

Coastal Regional Center (via videoconference)

(See Attachment 2 Sign-In Sheet)

Pee Dee Regional Center (via videoconference)

(See Attachment 3 Sign-In Sheet)

Pickens County DSN Board (via videoconference)

(See Attachment 4 Sign-In Sheet)

Whitten Regional Center (via videoconference)

(See Attachment 5 Sign-In Sheet)

York County DSN Board (via videoconference)

(See Attachment 6 York County Sign-In Sheet)

News Release of Meeting

Chairperson Danielson called the meeting to order and Commissioner Ravenel read a statement of announcement about the meeting that was mailed to the appropriate media, interested persons, and posted at the Central Office and on the website in accordance with the Freedom of Information Act.

Invocation

Commissioner Lemel gave the invocation.

Adoption of the Agenda

The Commission adopted the July 16, 2015 Meeting Agenda by unanimous consent. (Attachment A)

Approval of the Minutes of the June 16, 2015 Commission Meetings

The Commission approved the June 16, 2015 Commission Meeting minutes by unanimous consent.

Public Input

Ms. Donna Hall of the Babcock Center, Columbia, SC spoke on behalf of the Babcock Center. Ms. Deborah McPherson of Columbia, SC spoke on behalf of herself.

Commissioners' Update

Commissioners Thompson and Lemel spoke of events in their district.

Committee Assignments

Chairperson Danielson appointed Commissioners Davis, Barnwell and Lemel to the Policy Committee with Commissioner Davis serving as chairperson. He appointed Commissioners Ravenel, Lynn and Thompson to the Finance Audit Committee with Commissioner Ravenel serving as Chairperson.

Report on Review of Room and Board Charges to Consumers

Dr. Buscemi gave a report of the audit and investigation of room and board charges to consumers in regards to the application of the Housing Assistance Payments from HUD and the accounting of HUD expenses in the calculations. She explained the process of reimbursing consumers as to not to jeopardize their eligibility of Medicaid and other benefits they receive. DDSN is moving forward to oversee each plan of action to reimburse the consumers and will work with each provider to develop individual reimbursement plans.

Mr. Patrick Maley, Inspector General, SC Office of Inspector General, spoke of the investigation and their role to provide assurance thorough oversight. He stated that all parties were cooperative and will stay with the process until it is resolved. Mr. Maley added that he has confidence that DDSN will follow through. Dr. Buscemi thanked Mr. Maley and his staff for taking part in the process. Discussion followed. Dr. Buscemi and Mr. Waring stated DDSN will work with providers this month to communicate to consumers that were affected.

Commissioner Lynn made the motion that DDSN assist the providers, cited in the Burkett report, regarding the misapplication of Housing Assistance payments by funding fifty percent (50%) of the total cost for fiscal years 2013 and 2014. The funds will be used by the providers to reimburse consumers the monies owed to them in a way that does not jeopardize their eligibility for Medicaid for other benefit programs. The motion was seconded.

Commissioner Ravenel moved to amend the motion to one hundred percent (100%) of the total cost for fiscal years 2013 and 2014. The motion was seconded. Discussion followed. A vote was taken and the motion failed.

Commissioner Thompson motioned to amend the motion on the floor, to state all providers using the averaging process be reimbursed one hundred percent (100%) and fifty percent (50%) to the other providers. The motion was not seconded.

A vote was taken on the motion on the floor, that DDSN assist the providers, cited in the Burkett report, regarding the misapplication of Housing Assistance payments by funding fifty percent (50%) of the total cost for fiscal years 2013 and 2014. The funds will be used by the providers to reimburse consumers the monies owed to them in a way that does not jeopardize their eligibility for Medicaid for other benefit programs. The motion carried.

Golden Palmetto Report

Ms. Lois Park Mole presented DDSN's recommendation for the Golden Palmetto Award for 2014 which is given annually to a county in South Carolina that has best demonstrated exemplary support of citizens with disabilities and special needs during the previous year. Ms. Mole stated that Laurens County was chosen for the award. The Laurens County Disabilities and Special Needs Board nominated Laurens County. Laurens County has done an exemplary job in significantly increasing its commitment to, and financial support of, services for people with disabilities. The county approved \$10,000 to assist in the purchase and renovation of a new day supports site in Clinton, named the Sinclair Center. Commissioner Lynn made the motion to accept the recommendation to award Laurens County the 2014 Golden Palmetto Award. The motion was seconded and passed.

Preliminary Financial Update for Fiscal Year End 15

Mr. Waring gave a detailed report of DDSN's financial update for end of FY 2015 which included a crosswalk between FY 2015 Community Contracts and FY 2015 Spending Plan related to service development from attrition, status of 2015 community contracts, the status of the capital improvement project and the agency's financial position as of June 30, 2015. Discussion followed. (Attachment B)

Budget Update

Mr. Waring reported that DDSN's budget for Fiscal Year 2015-2016 is very good for people with disabilities and their families. The new Appropriations Act includes \$11,750,000 in recurring state funds to the SC Department of Disabilities and Special Needs. Seven of the nine priorities requested by the department were fully or partially funded. An additional \$1,000,000 in one-time funding was also approved for autism service capacity initiatives and \$100,000 for an ADA playground in Myrtle Beach. Also approved was an \$800 one-time bonus to be given out in the fall for state and provider employees who earn less than \$100,000. Employee health insurance benefits and premiums remain the same. We are very grateful to the Governor and the Legislature for their support. (Attachment C)

Waiting List Progress Report

Mrs. Beck gave a presentation showing how new funding is affecting the waiting list. Mrs. Beck also gave a detailed update of the Intellectual Disability/Related Disabilities, the Community Supports and the Head and Spinal Cord reduction waiting list reduction efforts, as well as the Critical Needs List. Dr. Buscemi stated DDSN is working with providers to address the causes of delays for enrollment. Dr. Buscemi also spoke of the five-year plan. She stated that we may begin having a HASCI waiting list and accordingly an appropriate percentage of the funding for waiting list reduction efforts will be assigned to the HASCI population. (Attachment D)

LAC Audit Recommendations Summary Report

A color-coded summary of the LAC recommendations were provided to the Commission. Discussion followed. It was agreed to have further discussion at a later date.

State Director's Report

Dr. Buscemi reported on the following items:

Anderson Board – DDSN is currently operating as executive management of the board. The Executive Director requested a three-month leave of absence which the Board of Directors approved. They also unanimously voted to ask DDSN to

step in and run the agency during the Executive Director's absence. Mr. John King, District 1 Director, is serving in the role of interim Executive Director.

Fire Marshal – DDSN had a recent meeting with the State Fire Marshal and the Director of LLR. An agreement has been reached regarding the CTH 1's. DDSN would institute policy where no more than two people could be placed in the same CTH 1 and grandfather any existing homes with higher occupancy, then the Fire Marshal would not require sprinkling of the homes. This is good news. DDSN is waiting for an agreement in writing.

Autism State Plan Service – DDSN has been approached by DHHS to operate or manage the state plan service for ASD. DHHS recognizes DDSN as subject matter experts and often contracts with third party entities to operate aspects of Medicaid. We would be paid by DHHS for the total cost to perform this function. This does not affect our state match or funding levels. It would require additional infrastructure on behalf of DDSN to perform this function which should be implemented by the end of this year.

Strategic Planning – DDSN has engaged with USC to facilitate the strategic planning process. Dr. Buscemi will work with Commissioners to set a date and time to discuss next steps.

Committees – Charters for the two standing committees will be provided to the members and will work with Commissioner Ravenel and committee members to schedule a Finance Audit Committing meeting.

Executive Session

On motion of Commissioner Davis, seconded and passed, the Commission entered into Executive Session for the purposes of discussion of contractual arrangements with the Anderson Board of Disabilities and Special Needs and for the receipt of legal advice relating to pending actions and the position of the agency in other adversary situations involving the assertion against the agency of claims.

Enter into Public Session

The Commission entered into Public Session. It was noted that no action was taken in the Executive Session.

Next Regular Meeting Date

Chairperson Danielson announced the next Commission Meeting is scheduled for Thursday, August 20, 2015 at the DDSN Central Office

Adjournment

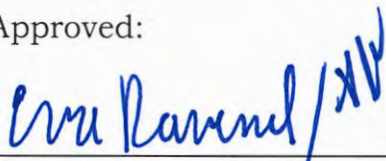
With no further business, Chairperson Danielson adjourned the meeting.

Submitted by,



Sandra J. Delaney

Approved:



Commissioner Eva Ravenel
Secretary

SC COMMISSION ON DISABILITIES AND
Commission Meeting

Attachment 1

July 16, 2015

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

1. Lisa Weeks - DDSN
2. Deborah & Heather McPherson Richland County
3. Stephanie Williams Calhoun DSNB
4. Chuck Norman DDSN
5. David Reed Colleton County BSN
6. Val Bishop SEDDO
7. Donna Atwell Babcock Center
8. Rick Moss Calhoun DSNB
9. Daniel Davis Autism Div
10. Kevin Yacobi DDSN
11. LINDA V. DDSN
12. BEN ORNER PDSN
13. Rick & Maggie Charleston DSNB
14. Joyce Davis BIASC
15. Ren Loftis Orangeburg DSN
16. Philip Clarkson BIASC
17. Jerry Mice Oconee
18. Ann Dalton SCDDSN
19. Mary Leather R/L
20. W.C. Hackett Family Connection S.C.

SC COMMISSION ON DISABILITIES AND SPECIAL NEEDS

Commission Meeting

July 16, 2015

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

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|-----|---------------------|--------------------|
| 21. | Thoyd Warren | SCDSWIB |
| 22. | Matthew Hodges | Burkett CPAs |
| 23. | Ray Miller | SC DDC |
| 24. | Jennifer Buster | SCDSWIB |
| 25. | Nancy McCormick | P-A |
| 27. | Sonia Wright | SCDHHS |
| 28. | Angie Willis | Senak Finance |
| 29. | Dorothy Goodwin | Community Options |
| 30. | Jennifer Van Cleave | LGWA |
| 31. | Angela Jacildone | SCSCIA |
| 32. | Terrazel Jones | Lifeshare |
| 33. | Andrea Scott | Lifeshare |
| 34. | Ralph Cartney | TDC/Pre-CBD |
| 35. | Ruth Blocker | Darlington |
| 36. | Joe White | Cherokee |
| 37. | Cassidy Evans | DHHS |
| 38. | George M. Akey | DHHS |
| 39. | | |
| 40. | | |

SC COMMISSION ON DISABILITIES AND S
Commission Meeting
July 16, 2015

Attachment 2

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

1. Sloan Todd - Path Finders Team Services
2. Alice Shook - Berkeley Citizens, Inc
3. Linda Bodiford parent
4. Suzanne Johnson parent
5. Rebecca D. Hill Facility Admin. Coastae
6. Felita H. Martino
7. Ronda Ritchie Dist. II Office
8. Hester S. Wannamaker DTI
9. Rufus Britt
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SC COMMISSION ON DISABILITIES AND S
Commission Meeting
July 16, 2015

Attachment 3

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

1. Deborah K. Smule DDSN, DISTRICT II

2. Nancy Mack Lee DDSN/PS

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SC COMMISSION ON DISABILITIES AND S
Commission Meeting
July 16, 2015

Attachment 4

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

- 1. Lucila Beaton YAP Inc. Greenville SC.
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SC COMMISSION ON DISABILITIES AND
Commission Meeting
July 16, 2015

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

- 1. PAT FEGAN SCDSV
- 2. LINDA LEE WCPC/PADD
- 3. Jason Tavarnera LCDSN
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SC COMMISSION ON DISABILITIES AND S
Commission Meeting
July 16, 2015

Attachment 6

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

1. Michelle Shaffer VCBS/SMNB

2. JANILE FOWLER York DSN Board

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SOUTH CAROLINA COMMISSION ON DISABILITIES AND

A G E N D A

**South Carolina Department of Disabilities and Special Needs
3440 Harden Street Extension
Conference Room 251
Columbia, South Carolina**

July 16, 2015

10:00 A.M.

1. Call to Order *Chairperson Bill Danielson*
2. Welcome - Notice of Meeting Statement *Commissioner Eva Ravenel*
3. Invocation *Commissioner Gary Lemel*
4. Introduction of Guests
5. Adoption of Agenda
6. Approval of the Minutes of the June 16, 2015 Commission Meeting
7. Public Input
8. Commissioners' Update *Commissioners*
9. Committee Assignments *Chairperson Bill Danielson*
10. Business:
 - A. Report on Review of Room and Board Charges
To Consumers *Dr. Beverly Buscemi
Mr. Patrick Maley
Inspector General
SC Office of Inspector General*
 - B. Golden Palmetto Award *Mrs. Lois Park Mole*
 - C. Preliminary Financial Update for Fiscal Year End 15 *Mr. Tom Waring*
 - D. FY 2015-2016 Budget Update *Mr. Tom Waring*
 - E. Waiting List Reduction Efforts *Mrs. Susan Beck*
 - F. LAC Audit Recommendations Summary Report *Dr. Beverly Buscemi*
11. State Director's Report *Dr. Beverly Buscemi*
12. Executive Session
13. Next Regular Meeting (August 20, 2015)
14. Adjournment

PLEASE SILENCE CELL PHONES DURING THE MEETING. THANK YOU.

Attachment B

South Carolina Department of Disabilities and Special Needs

Crosswalk Between FY 2015 Community Contracts and FY 2015 Spending Plan Related to Attrition

Service Area	FY 15 Base Amount	
RESIDENTIAL SERVICES		
Base Expenditures	\$215,920,625	A
Funding from Attrition Reallocated to Other Consumers:		
Critical/Crisis Response Autism Beds Vacated	\$1,685,500	A-1
Critical/Crisis Response ID Beds Vacated	\$17,192,100	A-2
Critical/Crisis Response HASCI Beds Vacated	\$67,420	A-3
Alternative Residential Placements - Bed Attrition to serve dually diagnosed	\$4,554,900	A-4
CLOUD Residential	\$1,484,700	A-5
Consumer Needs Assessment Additional Band Changes and Outliers	\$300,000	A-6
RESIDENTIAL SERVICES	\$241,205,245	B
INDIVIDUAL and FAMILY SUPPORT SERVICES		
Base Expenditures	\$41,977,718	C
Funding from Attrition Reallocated to Other Consumers:		
HASCI Waiver - Attrition Slots	\$1,619,676	C-1
Autism ID/RD Waiver - Attrition	\$688,480	C-2
PDD Waiver Slots - Attrition	\$13,159,600	C-3
ID/RD Waiver - Attrition	\$677,888	C-4
CS Waiver - Attrition	\$6,221,920	C-5
INDIVIDUAL and FAMILY SUPPORT SERVICES	\$64,345,282	D

**SOUTH CAROLINA DEPARTMENT OF DISABILITIES AND SPECIAL NEEDS
 AGENCY BUDGET FOR COMMUNITY CONTRACTS
 FISCAL YEAR 2014 TO 2015**

<u>SERVICE</u>	<u>NUMBER INDIVIDUALS</u>	<u>AMOUNT</u>	
RESIDENTIAL SERVICES	4,364	\$ 241,205,245	B
DAY SUPPORTS	8,030	57,087,742	
SERVICE COORDINATION	12,365	16,386,646	
EARLY INTERVENTION	5,242	19,314,656	
PREVENTION	1,520	9,461,376	
INDIVIDUAL/FAMILY SUPPORT SERVICES	8,872	64,345,282	D
SPECIAL SERVICE CONTRACTS	-	235,000	
INTERAGENCY SERVICE CONTRACTS	-	1,326,814	
GRAND TOTAL	<u><u>40,393</u></u>	<u><u>\$ 409,362,761</u></u>	

South Carolina Department of Disabilities and Special Needs
 FY 2014-2015 Spending Plan - Approved by DDSN Commission 9-25-14

Financial Projections for Fiscal Year 2015	Description	Base Expenditures as of July 1, 2014 (Total Funds)		Commitments after July 1, 2014 (Total Funds)
Base Expenditures:				
Administration		\$7,589,267		
Residential Services		\$215,920,625	A	
Day Supports		\$57,087,742		
Individual/Family Support Services		\$41,977,718	C	
Service Coordination		\$16,386,646		
Early Intervention		\$19,314,656		
Prevention		\$9,461,376		
Interagency Service Contracts		\$1,326,814		
Special Service Contracts (RFP)		\$235,000		
Regional Centers/Community Program Services		\$95,176,986		
Subtotal		\$464,476,830		
Service Development				
Residential Services:				
1. Movement of Individuals from Regional Centers	50 Placements from FY 15 New Funding			\$5,000,000
2. Critical /Crisis Response				
a. Autism: Beds Vacated	25 Placements Due to Turnover - from base	\$1,685,500	A-1	
b. ID: Beds Vacated	255 Placements Due to Turnover - from base	\$17,192,100	A-2	
c. HASCI: Beds Vacated	1 Placement Due to Turnover - from base	\$67,420	A-3	
3. Alternative Residential Placements				
a. Bed Attrition to serve dually diagnosed	54 Placements for MH/ID Dually Diagnosed - from base	\$4,554,900	A-4	
b. ID Development	8 Placements Least Restrictive Residential - from base	\$170,296		
4. Residential Expansion				
a. Bed Development	200 Placements from FY 15 New Funding			\$15,170,600
b. CLOUD	40 Placements using Residential Service Alternatives - from base	\$1,484,700	A-5	
At Home Services:				
Head & Spinal Cord Injury				
1. HASCI Waiver Attrition	54 Waiver Slots through Attrition - from base	\$1,619,676	C-1	
2. HASCI Waiver - Expansion	300 Waiver Slots Expansion from DHHS Commitment			\$8,998,200
Autism				
1. ID/RD and CS Waiver Attrition	65 Waiver Slots through Attrition - from base	\$688,480	C-2	
2. ID/RD and CS Waiver - Expansion	125 Waiver Slots Expansion from FY 15 New Funding			\$1,324,000
3. PDD Program				
Attrition Slots	400 Slots through Attrition - from base	\$13,159,600	C-3	
Intellectual Disability				
1. Family Support At Home Services				
a. ID/RD Waiver - Attrition	64 Waiver Slots through Attrition - from base	\$677,888	C-4	

South Carolina Department of Disabilities and Special Needs
 FY 2014-2015 Spending Plan - Approved by DDSN Commission 9-25-14

Financial Projections for Fiscal Year 2015		Base Expenditures as of July 1, 2014 (Total Funds)		Commitments after July 1, 2014 (Total Funds)
Description				
b. ID/RD Waiver - Expansion	660 Waiver Slots Expansion from FY 15 New Funding			\$6,990,720
c. CS Waiver - Attrition	592 Waiver Slots through Attrition - from base	\$6,221,920	C-5	
d. CS Waiver - Expansion	615 Waiver Slots Expansion from FY 15 New Funding			\$6,463,650
2. Consolidated State Service Package	Expansion & Conversion to New State Service Model from FY 15 New Funding			\$3,454,500
3. Consumer Needs Assessment	Additional Band Changes and Outliers - from base	\$300,000	A-6	\$600,000
Statewide Initiatives:				
Personal Services and Employer Fringe Benefit Increase				
System Wide Increase	2% Pay Increase for Employees and Employer Health Insurance Increase			\$11,445,981
Administrative Initiatives				
1. Web-Based Developmental Disabilities Software	Electronic Documentation, Reporting and Communication Software			\$975,000
2. Talintel	Employment Screening - Whitten Regional Center			\$12,500
One-Time Capital				
1. Capital Development/Infrastructure	Required Maintenance, Health/Safety Upgrades, Technology Needs	\$2,800,000		
2. Regional Centers	Capital Projects Debt Service Funding - Approved by Commission April 2014	\$2,997,000		
Other One-Time Funds Utilization				
1. Greenwood Genetic Center - Proviso 36.13	Funding for Autism Research (See Special Notation Below)			\$500,000
2. Lander University - Proviso 118.16	Lander University Therapeutic Equestrian Center - Burton Center			\$300,000
3. Autism Services - Proviso 118.16	Autism Services			\$1,150,000
4. Special Needs Park - Savannah's Playground - Myrtle Beach - Proviso 118.16	Savannah's Playground Special Needs Park			\$200,000
5. Charles Lea Center - Proviso 118.16	Adult Day Program			\$100,000
6. Community Providers Funding	Infrastructure Needs - Approved by Commission July 2014			\$750,000
Projected Expenditures for Funding		\$518,096,310		\$63,435,151
Total				\$581,531,461
One-time Use of Recurring Funds to Facilitate Service Expansion: \$2,475,000				
One-time Use of Recurring Funding for Autism Services: \$850,000				

Greenwood Genetic Center Autism Research: In accordance with the Proviso, funds must be unencumbered from the PDD program. It has been determined that only \$263,000 can be made available for this purpose.

FY 2014-2015 CAPITAL IMPROVEMENT PROJECT LIST

Approved by DDSN Commission on April 17, 2014

	Approved by Commission	Approved by B&CB	
1 <u>Pee Dee & Saleeby Centers - Preventive Maintenance</u> The project scope includes life cycle repair and replacement of various building components in dormitories and other buildings at Pee Dee Center campus and satellite Saleeby Center campus. The work includes bathroom renovation replacing damaged fixtures and finishes in six Mulberry dorms, totaling 24 bathrooms; replacement of worn out cooking equipment in the PD Center Central Kitchen where all consumer meals are prepared; replacement of failing HVAC equipment at the PD Central Kitchen and one Mulberry Dorm; replacement of wall wainscoting, accessible handrails, and damaged ceiling tiles at Saleeby Center; replacement of worn out floor finishes at PD Admin and Program buildings; replacement of worn out commercial laundry equipment at Saleeby Center; and miscellaneous preventive maintenance repairs.	\$ 522,000.00	\$ 522,000.00	Phase I -1/20/15 approved-3/18/15 Phase II - 4/29/15 approved-6/18/15
2 <u>Statewide - Emergency Generators</u> Project funds will be used to repair, replace, and maintain aging emergency generators statewide, in order to provide reliable emergency power.	\$ 225,000.00		Phase I - 12/22/14 waiting approval
3 <u>Statewide - Community Facilities - Preventive Maintenance & License Conversion</u> Project funds will be used to replace building components that require life cycle replacement, such as HVAC equipment, water heaters, windows & doors, roofing, life safety systems, and other identified needs, including energy efficient lighting and building envelope insulation. Funds will be used to construct code compliance upgrades in order to convert from ICF-ID to CRCF license.	\$ 400,000.00	\$ 400,000.00	Phase I -1/20/15 approved-3/18/15 Phase II - 4/29/15 approved-6/18/15
4 <u>Midland Center- Preventive Maintenance</u> The project scope includes life cycle repair and replacement of various building components in dormitories and other buildings at Midlands Center campus. The work includes removal of underground storage tank and fueling equipment; painting of exterior entrances of residential buildings; exterior lighting and interior lighting controls; administration building ceiling remediation; replacement of carpeting in corridor and renovation of bathrooms for ADA compliance in Developmental Pediatrics; and miscellaneous preventive maintenance repairs.	\$ 390,000.00	\$ 390,000.00	Phase I -1/20/15 approved-3/18/15 Phase II - 4/29/15 approved-6/18/15
5 <u>Whitten Center - Preventive Maintenance</u> Project funds will be used to upgrade existing dormitory fire alarm systems to include carbon monoxide detection in 13 residential Dorms; window replacement at Dorm 106; Sloan Building day activity renovations; boiler replacement at Dental Clinic; tree trimming and removal in various areas of campus to mitigate potential storm damage; landscaping at Sensory Garden; and other identified needs that enhance the safety and welfare of Whitten Center residents. WC Trust Funds of \$110,000 will be utilized for tree trimming and Sensory Garden landscaping.	\$ 325,000.00	\$ 325,000.00	Phase I -1/20/15 approved-3/18/15 Phase II - 4/29/15 approved-6/18/15

FY 2014-2015 CAPITAL IMPROVEMENT PROJECT LIST

Approved by DDSN Commission on April 17, 2014

Page Two

	Approved by Commission	Approved by B&CB	
6 Coastal Center- Preventive Maintenance	\$ 250,000.00		To be submitted before 7/31/15
The project scope includes kitchen renovations at Hillside 220, 320, 420, 520, 620, Highlands 710, 810, 910; and emergency replacement of HVAC equipment and commercial appliances with new, more energy efficient equipment at run-to-failure demise.			
7 Coastal Center - Dental Clinic Renovations	\$ 250,000.00		To be submitted before 10/31/15
Project funds will be used to refurbish existing dental clinic area to provide safety, wheelchair and stretcher access, replace obsolete dental equipment, and to bring dental clinic into compliance with regulatory requirements.			
8 Whitten Center -Demolition of Regional Office Building (Add to CPIP 13-14 WC demolition project)	\$ 50,000.00		To be submitted before 12/31/15
Project funds will be used to demolish unsafe two story staff residence located on Whitten Center campus. Funds will be added to last year's project to demolish the WC Regional Office Building.			
9 Statewide -Network Infrastructure/ Telephone System Replace (Add to exist. project J16-9874)	\$ 340,000.00	\$ 340,000.00	Phase II - 4/17/14 approved-4/30/14
Second year funding will fully fund project to replace agency network equipment and add wireless access points to residential and administration buildings at each campus to reduce the annual maintenance cost of old systems, and provide and install Voice over IP telephone systems at each regional center (Whitten, Coastal, Pee Dee and Midlands), thus replacing 25 year old telephone systems at Whitten and Coastal Centers and replacing State Legacy system at Midlands and Pee Dee Centers, moving all four campuses to the new State telephone system.			
10 Regional Centers- Energy Mgmt. Controls System Replacement- (Add to exist. project J16-9868)	\$ 245,000.00	\$ 3,675.00	Phase I -1/20/15 approved-3/18/15 Phase II - 4/29/15 approved-6/18/15
Project funds will be used to replace existing energy management systems that are failing due to obsolete hardware and software. These systems reduce energy consumption and provide safety at regional centers by controlling HVAC equipment, water temperatures, emergency generators weekly exercise, etc. DDSN staff recommends that this project be procured as a 5 year contract consisting of five one-year optional renewals. This request represents year two of potential five year funding.			
Total Commission Approved		\$ 2,997,000.00	\$ 1,980,675.00
			\$ 1,016,325.00
			\$ 2,997,000.00
			B&CB Approved In Process

**SC Department of Disabilities and Special Needs
Financial Position Analysis - Operating Funds
Fiscal Year Ending June 30, 2015**

ALL INFORMATION IS PRELIMINARY IN NATURE AND SUBJECT TO CHANGE PENDING COMPTROLLER GENERAL FINAL CLOSE OF SFY15

	<u>State Fund Revenue (Appropriations)</u>	<u>Earned Medicaid Revenue</u>	<u>Other Revenue and One-Time Carryforward</u>	<u>Federal and Restricted Funds</u>	<u>Total</u>
Beginning Cash at July 1, 2014	822,002	6,048,773	332,978	355,110	7,558,863
Receipts in FY2015:					
Revenue in FY2015		364,370,265	2,866,144	401,999	367,638,408
Appropriation in FY2015	<u>216,780,750</u>				<u>216,780,750</u>
Cash Available	217,602,752	370,419,038	3,199,122	757,109	591,978,021
Uses in FY2015:					
Salary Expenses	-47,079,453	-13,218,863		-245,728	-60,544,044
Fringe and Benefits Expenses	-18,892,260	-5,933,769		-99,137	-24,925,166
Other Operating Expenses	<u>-150,600,568</u>	<u>-349,353,517</u>	<u>-2,230,113</u>	<u>-277,189</u>	<u>-502,461,387</u>
Expenditures	-216,572,281	-368,506,150	-2,230,113	-622,054	-587,930,597
Ending Cash at June 30, 2015	<u><u>1,030,471</u></u>	<u><u>1,912,889</u></u>	<u><u>969,009</u></u>	<u><u>135,055</u></u>	<u><u>4,047,424</u></u>
	(1)			(2)	(3)

(1) Comprised of unspent \$13.3M waiting list reduction efforts funds that will be carried forward and available as one-time funding within SFY 2016

(2) Comprised of unspent EIA funds that will be returned to SC Dept of Education

(3) Amount represents approximately 0.7% of the total operating budget for the Department

Beverly A. H. Buscemi, Ph.D.

State Director

David A. Goodell

Associate State Director

Operations

Susan Kreh Beck

Associate State Director

Policy

Thomas P. Waring

Associate State Director

Administration



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MEMORANDUM

COMMISSION

Christine Sharp

Chairperson

Fred Lynn

Vice Chairman

Eva R. Ravenel

Secretary

William O. Danielson

Katherine W. Davis

Katherine Llamas Finley

Harvey E. Shiver

TO: Service Providers, Families and Advocates

FROM: Beverly A. H. Buscemi, Ph.D.
State Director

RE: DDSN FY 2015-2016 Budget Update

DATE: July 2, 2015

The DDSN budget for Fiscal Year 2015-2016 is very good for people with disabilities and their families. We are very happy to report the new Appropriations Act includes \$11,750,000 in recurring state funds to the SC Department of Disabilities and Special Needs. An additional \$1,000,000 in one-time funding was also approved for one-time autism initiatives.

This funding level is tremendous and will be essential to continue this year's aggressive effort to reduce waiting lists, increase and improve caregiver access to respite services, boost the transition of individuals to less restrictive residential settings and increase access to specialized post-acute rehabilitation services. The new appropriation recognizes and bolsters service providers' ability to maintain quality services as costs increase. It will also help address workforce issues to recruit and retain quality nursing and direct care staff in both community and regional center settings. Please see the attached chart. Also approved was an \$800 one-time bonus to be given out in the fall for state and provider employees who earn less than \$100,000. Employee health insurance benefits and premiums remain the same.

This designation of significant increased funding for DDSN services is a clear statement of Governor Haley's and the General Assembly's dedication to people with disabilities and special needs and their essential services. These new appropriations are a testament to their commitment to continue reducing waiting lists and promote high quality of care and services. We are very grateful to the Governor and the Legislature for their support.

Services for individuals with disabilities and their families were once again given the highest priority. The DDSN Commission and staff greatly appreciate the leadership and hard work that is required during the budget process. Special appreciation and recognition are well deserved. Please take time to thank the Governor and your legislators for their outstanding support of DDSN and services provided across the state. These State leaders are to be commended.

DDSN will continue to work in close partnership with consumers and families, service providers and other state agencies to move waiting lists and improve services. Thank you for your hard work and ongoing commitment. Together we will succeed in making South Carolina's services the very best!

cc: DDSN Commission

DISTRICT I

P.O. Box 239
Clinton, SC 29325-5328
Phone: (864) 938-3497

Midlands Center - Phone: 803/935-7500
Whitten Center - Phone: 864/833 2733

DISTRICT II

9995 Miles Jamison Road
Summerville, SC 29485
Phone: 843/832 5576

Coastal Center - Phone: 843/873-5750
Pee Dee Center - Phone: 843/664 2600
Salisbury Center - Phone: 843/ 332-4101

**South Carolina Department of Disabilities and Special Needs
FY 2015 – 2016 Budget Request**

Program Need		DDSN Budget Request	FY2016 Appropriations Act
1	Service funding rates must be sufficient to cover the actual cost of care as a maintenance of effort to the providers of services. If not funded, local community providers will not be able to continue to provide the same level of service or maintain quality as there are no automatic increases to cover increased operational expenses. Over the past years the costs of gasoline, food, electricity, medical professionals and other goods and services have increased significantly.	\$5,000,000	\$2,000,000
2	Provide individuals with severe disabilities on waiting lists with in-home supports and services necessary to keep them at home with family and prevent unnecessary and expensive out-of-home placements. This request will provide approximately 1,650 children and adults with severe disabilities on waiting lists with in-home supports and services necessary to maximize their skill development, help them live at home with family and prevent unnecessary and expensive out-of-home placements. Supports improve developmental achievement, strengthen the family and allow family caregivers to remain employed. Provide necessary residential supports and services for 125 individuals living with aging caregivers. As of June 30, 2014, there were over 1,200 individuals with severe disabilities living with parents/caregivers age 70 and over. More than 450 of these caregivers are at least 80 years old. The requested funds will provide residential and day supports and services for 125 individuals.	\$10,500,000	\$6,400,000
3	Employment initiative that represents the state's need to develop school to work transition for individuals aging out of the public school system and the need to establish job recruitment, job coach and job retention for adults with disabilities currently receiving day supports or on the waiting list. A two-prong approach, \$600,000 of this new funding will provide employment services for approximately 75 adults with an intellectual disability, autism, traumatic brain injury or spinal cord injury and \$500,000 of this funding will allow approximately 50 younger individuals to transition from public school to employment.	\$1,100,000	
4	Increase and improve access to respite services critical to helping parents and other family caregivers cope with the stress of providing daily care and supervision to their loved one. DDSN needs to increase the hourly rate that is paid to respite caregivers. The hourly rate that DDSN pays for this service has been increased only once during the last twelve years, a \$1.00 increase two years ago. DDSN is requesting new state funds to further increase the hourly rate by an additional \$2.00, for a total hourly rate of \$11.30. This increase will provide better access to this valuable service by identifying more caregivers as well as attracting more providers on a statewide basis who will qualify to provide this important service.	\$1,000,000	\$1,000,000
5	Provide for the increased cost of providing care and addressing nursing and supervision needs of consumers. Address workforce issues to recruit and retain quality staff that provide essential 24/7 nursing care and direct supervision and care of consumers. Quality cannot be reduced and staffing ratios must meet compliance standards and be maintained. Wage compression exists where longtime quality employees make the same wage as new hires. Loss of longtime quality employees due to wage levels not keeping up with industry benchmarks increases turnover, affects the quality of consumer care, results in higher contract cost and increases the cost of training new staff to perform these vital services.	\$1,000,000	\$500,000
6	Boost the continued transition of individuals with very complex needs from institutional (ICF/ID) settings to less restrictive community settings, while maintaining quality care. DDSN has managed this movement within its own resources for 19 years. With increasing cost of care for those individuals leaving the regional centers, new state funds are necessary to allow individuals with the most complex medical and behavioral challenging needs to move without jeopardizing their health and safety. This request also maintains the provision of quality care at the regional centers as required. Funds requested will allow 40 individuals to move to community settings.	\$1,200,000	\$850,000

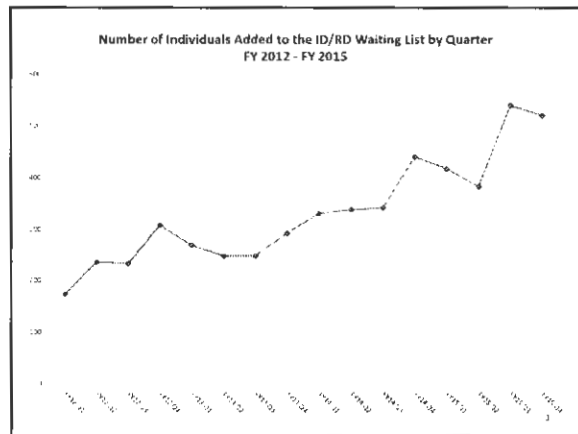
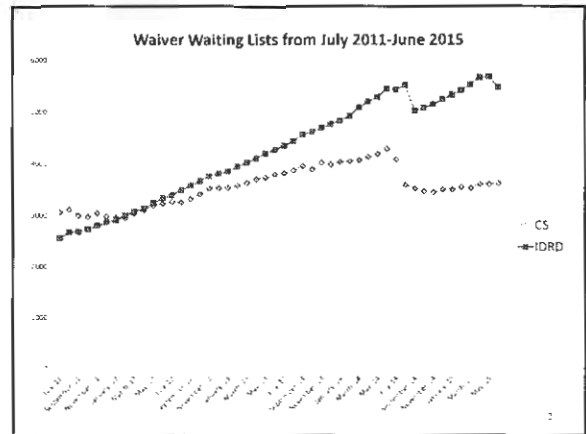
**South Carolina Department of Disabilities and Special Needs
FY 2015 – 2016 Budget Request**

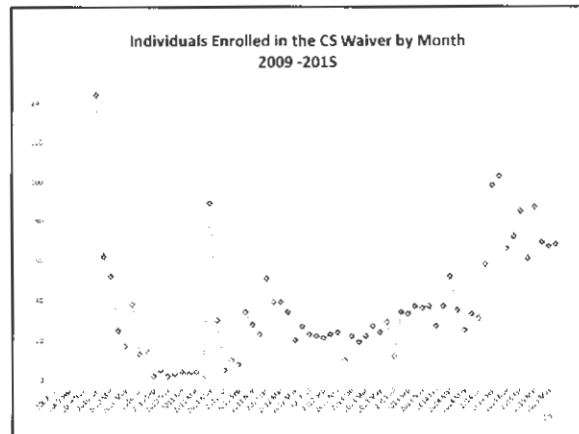
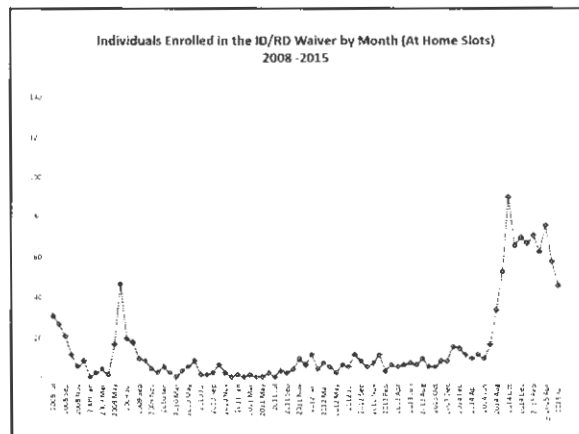
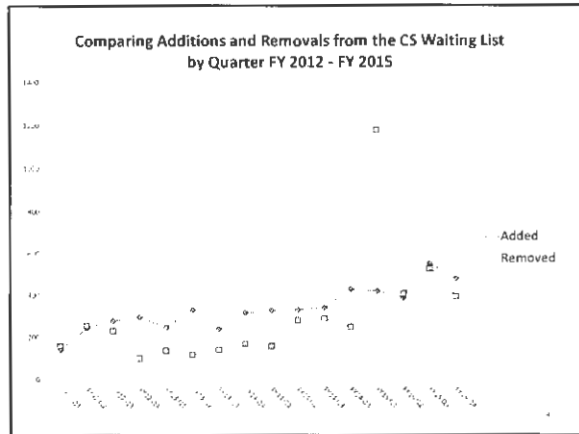
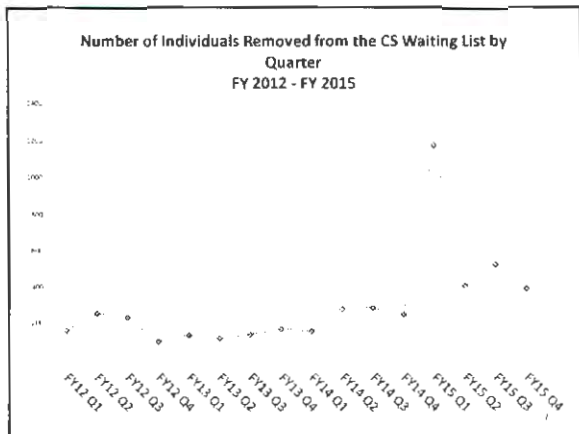
	Program Need	DDSN Budget Request	FY2016 Appropriations Act
7	Increase access to post-acute rehabilitation that is specialized for traumatic brain or spinal cord injuries. This request will fund specialized rehabilitation for 8 to 10 individuals who are uninsured or underinsured.	\$500,000	\$500,000
8	Maintain and expand statewide access to genetic services provided by Greenwood Genetic Center. New state funds are required to replace resources no longer available to maintain current service levels. New funds will also be used to expand the metabolic treatment and genetic counseling services.	\$565,000	\$500,000
9	Improve IT/Data Security statewide, replace obsolete systems, create a bridge to address BabyNet requirements and make system modifications related to Medicaid requirements to include data security and HIPAA compliance. The intended impact is to protect personal and healthcare data, to create efficiencies in DDSN's statewide network and to meet new demands required by external entities.	\$1,000,000	
TOTAL		\$21,865,000	\$11,750,000

One time Funding Approved:

- Autism Services \$1,000,000
- Savannah's Playground \$100,000
 (in the City of Myrtle Beach)

DDSN Commission
 Waiting List Report
 July 2015





Johnny and Sally are both at the top of the ID/RD Waiver waiting list.

Today they will be awarded a waiver slot and will begin the process of enrolling in the waiver.

In order to illustrate the differences in the waiver enrollment process we will follow both Johnny and Sally through the steps of the process.

First let's watch as Johnny goes through the process.

When Johnny gets a slot the Case Manger (CM) is notified via fax.

At the same time, a request is made to Medicaid to certify Johnny's Medicaid.

Johnny's Medicaid Certification is quick because he is in a category of Medicaid where no checks or lookbacks have to be completed. His Medicaid Certification happens the same day as he receives his slot.

At the same time, the CM is receiving the notification of the slot and is contacting Johnny to let him know he has a waiver slot.

Luckily, Johnny is receiving active Case Management and is easily located.

Time: 2-3 days
Total: 2-3 days

The Case Manager sets up an appointment with Johnny to come visit and talk through the waiver services available.

She visits him and has him sign the Freedom of Choice form and some other waiver forms. She begins the planning process.

Time: 2-14 days
Total: 5-17 days

The Case Manager gathers the required records for the Level of Care completion and sends them to the CAT Team.

Johnny's records were all readily available through the school system and other local entities.

Time: 2-7 days
Total: 7-21 days

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The Consumer Assessment Team conducts a review of the Level of Care and determines that Johnny meets the ICF/IID Level of Care requirements.

Time: 1-2 days
Total: 8-22 days

Johnny is not in any other waivers and is currently in the State Plan for Medicaid and therefore does not need to transition from another program or MCO. He has services in mind to utilize and has selected providers. The Waiver Enrollments Coordinator enrolls Johnny in the waiver.

Time: 1-2 days
Total: 9-23 days

12.4% of individuals who were enrolled in the ID/RD Waiver since July 2015 were enrolled in the same amount of time as Johnny (less than 24 days).

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Now let's look at Sally's case.

When Sally's name gets to the top of the waiting list she has been waiting for years, just like Johnny, but in Sally's case she was never receiving active Case Management and her contact information is outdated.

The CM finally is able to get a phone number and address for Sally's family. No one answers the phone so the CM writes a letter notifying Sally of her slot and requesting a call. She waits a week and gets no response. She then sends a certified letter requesting a response and giving the family 10 days to respond.

Time: 3-14 days
Total: 3-14 days

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The CM is finally able to get a phone number and address for Sally's family. No one answers the phone so the CM writes a letter notifying Sally of her slot and requesting a return call. She waits a week and gets no response. She then sends a certified letter requesting a response and giving the family 10 days to respond.

Time: 17 days
Total: 20-31 days

On the 9th day, the family calls the CM and asks for an explanation of the letter. The CM explains the waiver and the waiver slot. She asks if she can come by for a visit and explain the waiver and have some forms signed. Family agrees and they set up a date 1 week later.

Time: 7 days
Total: 27-38 days

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Time: 7 days
Total: 34-45 days

On the date of the scheduled meeting, the Case Manager goes to Sally's home but no one is there. She leaves her card and a note at the door asking for a call. The CM waits a week and receives no response from the family.

Time: 5-10 days
Total: 39-55 days

Case Manager sends a certified letter to the family informing them that they needed to have some forms signed if they were still interested in pursuing the Waiver. She gives them 10 days for a response.

Time: 10 days
Total: 39-55 days

The family responds in the requested time limit and agrees to come by the office that day. They come to the office and sign the Freedom of Choice form and other waiver forms. They begin the planning process.

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At the same time that the Case Manager was notified of the slot award, a form was sent to Medicaid requesting that Sally's Medicaid be certified. Over the past 39-55 days the Medicaid worker has been attempting to obtain documentation from the family in order to complete this process.

Time: n/a
Total: 39-55 days

The Medicaid eligibility worker finally sends the form back to the DDSN workers with a Medicaid Denial on it due to "Non-Cooperation." The DDSN Worker notifies the Case Manager.

Time: 10 days
Total: 49-65 days

The Case Manager attempts to get a form signed by the family allowing DHHS to speak with the CM about the needed documents.

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The Case Manager is able to get the form signed and works with the Medicaid worker to get the financial and other documents submitted to Medicaid in order for the Medicaid to be certified. This involves years of bank records that the family has to retrieve and submit.

Time: 10-30 days
Total: 59-95 days

The Medicaid is now certified and the Case Manager gathers the required records for the Level of Care and sends them to the CAT Team.

Time: n/a
Total: 59-95 days

Sally's current records are not complete and additional testing will have to be completed.

Time: 10-30 days
Total: 69-125 days

Sally is scheduled to be seen for a psychological evaluation to determine her cognitive and adaptive scores.

Once Sally's scores are complete, the Level of Care documentation is sent to and reviewed by the Consumer Assessment Team (CAT)

Time: 1-2 days
Total: 70-127 days

After the CAT approves the Level of Care, the DDSN Enrollment Coordinator attempts to enroll her but notices that she is in a Managed Care Organization and is not in State Plan Medicaid.

Time: 1 day
Total: 71-128 days

The CM is notified to assist in transitioning back to State Plan.

The Case Manager contacts the family and they say that they are unsure if they want to switch from the MCO. The MCO helps pay for certain medications that State Plan won't cover. They need to "think about it" and will "get back" to the Case Manager.

Time: 2-14 days
Total: 73-142 days

The Case Manager follows up multiple times but is either unable to get in touch or the family is still considering their options. After verbally emphasizing to the family the need for a response, she drafts a letter in which she states that a response is needed within 10 days or the slot will be revoked.

Time: 10 days
Total: 83-152 days

The family receives the letter and asks for additional time beyond the 10 days. The policy states that another 30 days can be allowed for resolution. The Case Manager grants the request.

Time: 30 days
Total: 123-182 days

In order to ensure that Sally is not disenrolled shortly after enrollment for not utilizing services, the CM assists in finding services for Sally. The only service Sally needs/desires is Respite and they want their neighbor to be the provider.

Time: n/a
Total: 123-182 days

Sally's neighbor goes through the respite certification process and becomes a certified respite provider.

Time: 30-60 days
Total: 153-242 days

Since more than 30 days have passed, the Level of Care needs to be recertified. The CM sends a request to CAT to recertify the LOC.

Time: 1-2 days
Total: 159-254 days

While Sally's case was fictional it was based on several real life examples brought together for the purposes of showing what could happen. Here is an actual example of an individual who was given a waiver slot on July 7, 2014:

- 7/7/14 – Slot letter faxed to CM Provider
- 7/16/14 – CM received notice of slot award and contacted individual's mother
- 7/30/14 – CM met with individual at home for the Support Plan meeting, services discussed, signed Freedom of Choice form
- 9/5/14 – CM gathered records and submitted request for Level of Care
- 9/10/14 – CM Notified that additional information would be needed for Level of Care determination
- 9/16/14 – CM called psychological provider to get dates for testing that were available; left messages with parent for availability
- 9/18/14 – Mom calls CM to confirm date of testing
- 10/8/14 – Testing completed
- 10/21/14 – CM received results of tests and sent to CAT
- 10/23/14 – CM notified that individual met Level of Care
- 10/24/14 – CM informed family and notified them that enrollment could occur upon transition from CLTC and explained need for respite provider to be in place.

- 11/14/14 – CM contacted family to notify them of what needed to be done to have someone certified as a respite provider.
- 12/18/14 – CM left message with mother requesting call back regarding respite provider
- 1/29/15 – CM called and left a voicemail requesting call back
- 2/9/15 – CM called and left a voicemail requesting a call back
- 2/17/15 – CM called and left a voicemail requesting a call back
- 2/19/15 – CM composed a letter to the family requesting contact
- 3/2/15 – CM spoke with mom regarding the letter, mom says they are very interested in the waiver but they have been out of town
- 3/31/15 – CM left voicemail for mom regarding the mailed respite caregiver information
- 4/8/15 – CM Called mom in order to follow up on respite caregiver choice.
- 4/9/15 – CM went to the home and met with the individual and mom and potential respite caregiver
- 4/29/15 – CM spoke with mom about respite certification process and how it was progressing

