

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS  
EMERGENCY MEETING MINUTES

February 24, 2021

The South Carolina Commission on Disabilities and Special Needs met on Wednesday, February 24, 2021, at 4:00 p.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 In-Person

Robin Blackwood – Secretary  
Stephanie Rawlinson

Present SKYPE

Gary Lemel – Chairman

Present Telephone Conference Line

Barry Malphrus – Vice Chairman  
Eddie Miller  
David Thomas

DDSN Administrative Staff

Constance Holloway, Interim State Director; Pat Maley, Deputy Director; Susan Beck, Associate State Director, Policy; Elizabeth Lemmond, Human Resources Director; and Christie Linguard, Administrative Coordinator.

Others Present

Philip Willis, Senior Analyst of the Senate Oversight Committee and Karli Riviello, DDSN Extern

Call to Order and Notice of Meeting Statement

Chairman Lemel called the meeting to order and Secretary Blackwood read a statement of announcement about the meeting that was distributed to the appropriate media, interested persons, and posted at the Central Office and on the website in accordance with the Freedom of Information Act.

Adoption of the Agenda

Chairman Lemel made a motion to add three additional agenda items for discussion in Executive Session as requested by the interim executive director. The items are: staffing of certain positions that will be or are currently vacant,

clarification of agency actions that were taken at the last regular meeting and legal advice regarding Monday's meeting. Commissioner Miller seconded this motion. Commissioner Rawlinson stated that we move forward with the proposed amended agenda. Commission members unanimously agreed to adopt the amended agenda. (Attachment A)

### Hiring Freeze

Ms. Beck read Commissioner Malphrus' emailed motion of critical positions to regional Center operations of DDSN community residential settings should be excluded from the hiring freeze which will continue through Saturday, March 20, 2021 (30 days after the initial hiring freeze motion was passed) include: Direct Support Professional (DSP)/Human Services Assistants; DSP Supervisors/Human Services Specialists; Food Services & Housekeeping Personnel; Maintenance Personnel-Trade Specialists; Qualified Intellectual Disabilities Professional (QIDP); Staff Development Personnel; Time Administrators; and Licensed Medical Personnel to include nursing, dentists/dental hygienist, physical/occupational/speech therapists). Commissioner Rawlinson seconded the motion. The motion is carried.

### Executive Session

At 4:17 p.m., Chairman Lemel requested a motion to begin Executive Session to discuss four (4) items. On a motion by Commissioner Rawlinson, seconded by Commissioner Blackwood and unanimously approved by the Commission.

### Rise from Executive Session

Upon rising out of Executive Session at 5:00 p.m., Chairman Lemel announced that there were no decisions made, no motions were heard and no votes taken.

Commissioner Rawlinson made a motion to hire Gene Matthews, Esq. as outside counsel under the applicable state mandated rate, seconded by Commissioner Blackwood. The motion is carried.

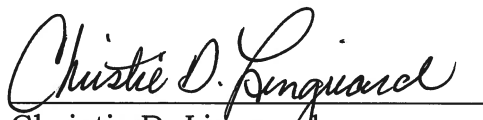
The Commission received information regarding the filling, on an interim basis, of the CFO position, which will be unoccupied after the agency received Chris Clark resignation effective Feb 26, 2021. Deputy Director Pat Maley will fill this position on a temporary basis. Information was also received regarding procedures related to paperwork on prior commission decisions but will not take action at this time. Lastly, the Commission received information regarding a request for Philip Willis of the Senate Oversight Committee to attend the executive session for the next meeting. Pursuant to normal Commission process as far as Commission members asking him to enter in the meeting – we are letting the normal process take place; no action was taken on this.

Commissioner Malphrus asked if the Commission could change Monday's scheduled Special-Called Commission meeting to an Emergency meeting with a 2/3 vote from the Commission members. There were six (6) ayes and no one opposed.

Adjournment

On a motion by Commissioner Rawlinson seconded by Commissioner Malphrus and unanimously approved by the Commission, the meeting was adjourned at 5:05 p.m.

Submitted by:



Christie D. Linguard  
Administrative Coordinator

Approved by:



Commissioner Robin Blackwood  
Secretary

**SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS**

**EMERGENCY MEETING**

**A G E N D A**

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

**February 24, 2021**

**4:00 P.M.**

1. Call to Order *Chairman Gary Lemel*
2. Notice of Meeting Statement *Commissioner Robin Blackwood*
3. Adoption of Agenda
4. Hiring Freeze *Chairman Gary Lemel*
5. Executive Session - Discussion of a Legal Matter Regarding Obtaining Outside Counsel *Chairman Gary Lemel*
6. Rise from Executive Session
7. Adjournment