

FINANCE AND AUDIT COMMITTEE AGENDA

Commission of the South Carolina Department of Disabilities and Special Needs
3440 Harden Street Extension
Conference Room 251 (TEAMS)
Columbia, South Carolina

January 19, 2022

3:30 p.m.

In attendance: Robin Blackwood, Chair; Barry Malphrus; Ed Miller; Michelle Fry, Rufus Britt; Constance Holloway; Lori Manos; Andrew Tharin; Candis Golston; Debra Leopard; Debbie Punzirudu; Nancy Rumbaugh; Tommy Windsor; Courtney Crosby; Preston Southern; Mark Kaminer; and Christie Linguard

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

[The meeting was called to order at 3:33 p.m.](#)

2. Statement of Announcement

Robin Blackwood, Committee Chair

[Commissioner 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.](#)

3. Adoption of the Agenda

[Brief Summary:](#) Agenda was presented.

[Committee Member\(s\) Guidance \(if any\):](#)

[Committee Vote\(s\) \(if any\):](#) Commissioner Miller made a motion to approve the agenda as written, seconded by Commission Malphrus and unanimously approved by the committee.

4. Review Minutes of the December 13, 2021 Meeting

[Brief Summary:](#) The December 13, 2021 minutes were presented to the committee for approval.

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

[Committee Vote\(s\) \(if any\):](#) On a motion by Commissioner Malphrus, seconded by Commissioner Miller, the minutes were approved.

5. Financial Approval & Threshold Report for January 2022 *Candis Golston*

Brief Summary: Two providers were approved to provide services through other state agencies for the Residential Services for Children fixed priced bid contract, which was solicited on 11/25/19. DDSN is requesting approval to add these providers to the established contract.

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

Committee Vote(s) (if any): On a motion by Commissioner Malphrus, seconded by Commissioner Miller, the contract was approved by the committee. This contract will not need to be approved by the full commission.

6. Fee-For-Service (FFS) Update *Lori Manos*

Ms. Manos announced that the agency is continuing to make progress on the transition to full FFS with an implementation date of March 1, 2022. We are currently in a hybrid phase now until the end of February. New contracts have been sent to all DDSN providers of home and community-based services; and we have the majority of the contracts back. Provider enrollment is now open by DHHS for all providers. DHHS will provide billing training either the second or third week of February to all providers. Therap is working on a billing module that will be completed by March 1st. The ICF Community and Community Center rates have not been published yet.

7. Replacing Electrical Power Grids *Andrew Tharin*

Mr. Tharin discussed replacing the electrical power grids at Midlands and Coastal Centers. He presented four options for the committee to consider. The first option would be for the agency to move forward without DESC's involvement; options two through four allows for the agency to pay Dominion Energy South Carolina, Inc. (DESC) under a 20-year contract with different payment methods. Under this agreement, DESC would assume some responsibility of the initial construction cost, take over ownership, and maintain the system for the life of the facilities. Detailed discussion was held regarding all options.

On a motion by Commissioner Miller, seconded by Commissioner Malphrus, the committee approved payment Option two.

8. Financial Update *Nancy Rumbaugh*

Ms. Rumbaugh presented the spending plan vs actual expenditures as of December 31, 2021. To date the agency is 1.66% under budget. This item was received as information only.

9. Internal Audit Update *Courtney Crosby*

Ms. Crosby started with the Agreed-Upon Procedures Report.

- At our last meeting, we noted that the review of 2020 AUP reports for the DSN Boards was complete, but we had four (4) remaining 2020 reports for providers to review. One has been completed. Contract reductions related to 2020 reports total \$20,300.

- The division has currently completed the review of four 2021 AUP reports for boards and three from private providers. Contract reductions are currently at \$5,600.

Each commissioner should have received the audit tracking report via email. The division will continue to update that report as follow-up procedures are completed. The report will be presented to this committee on a quarterly basis for information purposes.

Internal Audit division is still working to complete the FY 2021 audits that carried over into FY 2022. Ms. Crosby will be working on an audit plan that will bridge the gap our audit universe and our risk assessment are completed and we can develop that fiscal year 2023 audit plan. She will send out a risk survey to commissioners and members of the executive team for feedback. The position description for an IT Audit Manager has been drafted and sent to HR for approval.

10. Next Meeting

The next committee meeting date and time will be announced soon.

11. Adjournment

There being no further business, at 4:11 PM on a motion by Commissioner Miller and seconded by Commissioner Malphrus, the meeting was adjourned.