

**MEETING SUMMARY OF THE POLICY COMMITTEE**  
**Commission of the South Carolina Department of Disabilities and Special Needs**  
**3440 Harden Street Extension**  
**Columbia, South Carolina**  
**December 15, 2021**

**IN ATTENDANCE:** Chairman, Barry Malphrus; Commissioner Gary Lemel; Commissioner David Thomas  
Dr. Michelle Fry, Lori Manos; Steve Von Hollen, Janet Priest, Elizabeth Lemmond and  
Colleen Honey

**1. Adoption of Agenda**

Chairman Malphrus requested committee members to adopt the agenda.

As there were no objections, agenda was adopted.

**2. Approval of Summary Notes from the November 9, 2021 Meeting**

Chairman Malphrus requested committee members to adopt the summary notes.

As there were no objections, summary notes from the November 9, 2021 meeting were adopted.

**3. Old Business**

**A. 503-01-DD: Individuals Involved with Criminal System**

Chairman Malphrus indicated after another review by staff, it was determined all items in the directive are covered in other policies. Accordingly, staff recommend the directive be deemed OBSOLETE. As there were no objections, the directive would be presented to the full Commission for approval to declare the directive OBSOLETE.

**B. 535-10-DD: National Voter Registration Act (Motor Voter)**

Chairman Malphrus stated staff completed a thorough review of the policy against state and federal voting laws and revised language to ensure consistency. As there were no objections, the directive was approved for posting for 10-day public comment. Any comments received will be presented to the Chairman and Committee for full review.

**4. New Business**

**A. 413-10-DD: Telecommuting Policy and Procedure**

Chairman Malphrus indicated staff were presenting this new directive to the Committee to delegate to staff due to the internal nature of the directive. As such, no external review period is required and staff will bring before the full Commission for approval. As there were no objections, the directive would be presented to the full Commission for approval.

B. 413-05-DD: Work Hours Policy and Procedure

Chairman Malphrus indicated staff were presenting as the directive refers to telecommuting and required updating to reflect the addition of the new directive. As such, no external review period is required and staff will bring before the full Commission for approval. As there were no objections, the directive would be presented to the full Commission for approval.

**5. Status Update on Directives Referred to Staff**

Ms. Lori Manos gave an update on the following directives:

603-06-DD: Tuberculosis Screening

Was referred to staff again on June 8 for another review (August 20, 2020). No changes are recommended or required.

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300-04-DD: Maintenance of Physical Plant

600-10-DD: Individual Clothing and Personal Property-DDSN Regional Centers

These two directives have been posted for public comment, which expires December 31, 2021, and should be ready to present to the Commission for approval and signing at the January 20, 2022 Commission meeting.

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603-09-DD: Management of Individuals Exposed to Potential Blood Borne Pathogens

Staff reviewed and there are no recommended changes at this time. It will return to the directive rotation and will be reviewed again in another four years or earlier if changes are warranted. Will present to the full Commission for approval.

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602-02-DD: Aquatics Program at DDSN Operated Facilities

Staff recommendation is to declared is directive OBSOLETE. As there is only one DDSN Regional Center where this is applicable, it was determined to incorporate into the facility as an internal procedure. Will present to the full Commission for approval.

**6. Adjournment**

The next meeting will be held January 11, 2022.