

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

MINUTES

May 16, 2024

The South Carolina Commission on Disabilities and Special Needs met on Thursday, May 16, 2024, 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 In-Person

Eddie Miller - Chairman

Michelle Woodhead – Vice Chairman

Gary Kocher, MD - Secretary

Barry Malphrus

David Thomas

DDSN Administrative Staff

Constance Holloway, State Director; Lori Manos, Associate State Director of Policy; Courtney Crosby, Internal Audit Director; Janet Priest, Associate State Director of Operations; Carolyn Benzon, General Counsel; Andrew Tharin, Director of Engineering and Planning; Jamie Heyward, Director of Risk Management; Ann Dalton, Quality Management Director; Bruce Busbee, Budget Director; Robert McBurney, Program Manager for Emergency Operations & Special Projects; Chanel Cooper, Information Technology Division; Janá Brown, Information Technology Division; and Christie Linguard, Executive Assistant.

Notice of Meeting Statement

Chairman Miller called the meeting to order, and Vice-Chairman Woodhead 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.

Welcome

Chairman Miller welcomed everyone to the meeting.

Adoption of the Agenda

On a motion by Commissioner Thomas, seconded by Commissioner Malphrus, the meeting agenda was unanimously approved as written by the Commission. (Attachment A)

Invocation

Commissioner Malphrus gave the invocation.

Approval of Commission Meeting Minutes from February 15, 2024

Commissioner Malphrus made a motion to approve the Commission meeting minutes from the February 15, 2024, meeting as presented. This motion was seconded by Commissioner Thomas and unanimously approved by the full Commission. (Attachment B)

Commissioners' Updates

Commissioner Malphrus thanked the staff for all their efforts with the assisting all persons with disabilities and their families. He went on to say that persons with disabilities need all staff and that nothing worthwhile is easy; therefore, anything you do for the Agency is not always easy, but it is worthwhile.

Commissioner Thomas spoke briefly about Senate Bill 915. He plans to continue reading the Bill.

Vice-Chairman Woodhead announced that she and Chairman Miller spoke at Advocacy Day this year at the state house. She attended a trauma survivors' event with her daughter, McKenna. She and her daughter also attended the national wheelchair tennis championship in Florida. On a person note, Vice-Chairman Woodhead announced that she moved McKenna to Richmond, Virginia for the summer as she is doing a recreational therapy internship. She is living in her first ADA apartment.

Chairman Miller added that he enjoyed the Advocacy Day at the state house as well.

Public Input

There was no public input.

Old Business

Quarterly Incident Report

Ms. Dalton briefly spoke on the five-year incident trend data for Community-Based Services (including Residential and Day Service Settings) through March 31, 2024. She updated the Commission on the various training options that are available for our providers. Ms. Heyward gave the five-year trend data report for the Regional Centers through March 31, 2024. (Attachment C)

Legislative Update

Mr. McBurney gave an update on the Agency's Regulations, Budget, and Senate Bill 915. He also spoke about the Agency's move to the Otarre Parkway building next year. He noted that our Agency is awaiting a schedule from the Department of Administration as to when we will be moving. Mr. McBurney also noted that Senator Sean Bennett put a proviso in the Agency's budget calling for a comprehensive plan for residential building renovations at our Regional Centers. The Agency will submit this plan to Joint Bond Review Committee (JBRC) for approval in the coming fiscal year. Lastly, Mr. McBurney presented and spoke briefly about the 2023 Annual Report on County Disabilities and Special Needs Boards to the Commission.

New Business

FY24 YTD Spending Plan Budget vs. Actual Expenditures

Mr. Busbee gave the YTD Spending Plan through April 30, 2024. He denoted that through April 30, 2024, the agency has \$283 million in cash, which puts the Agency slightly over the Commission approved spending plan by 2.74%. (Attachment D)

Annual Comprehensive Property Implementation Plan (CPIP) 5-Year Plan and Request for Approval for Year One Projects

Mr. Tharin presented the CPIP Capital Improvement Plan for the Agency for the next five years. This Plan consists of projects over \$100,000. This Plan is due to the Department of Administration by June 14th. For next year, the Agency has identified \$31 million of capital projects to pursue. Discussion was held about the proviso or legislation to include the monies for renovating the Regional Centers. Commissioner Thomas asked that these minutes reflect that a proviso only last a year and yes, a proviso can roll over, but they do not always do that. He would like to have legislation put in place for the Regional Centers' renovations. Commissioner Thomas made a motion to approve the five-year Plan for submission to the Department of Administration on June 14th and approval and for the Agency to move forward with year one projects. The motion was seconded by Commissioner Kocher and unanimously approved by the Commission. (Attachment E)

Director's Update

Director Constance Holloway gave her Director's Update on the Agency. (Attachment F)

The Commission members congratulated the Employee of the Year, Mr. Stanley Livingston, along with all other nominees. Chairman Miller thanked the executive staff for all their hard work.


Next Regular Meeting

June 20, 2024, at 10:00 AM.

Adjournment

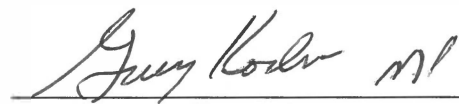
On a motion by Commissioner Thomas seconded by Commissioner Woodhead and approved by the full Commission, the meeting was adjourned at 11:29 A.M.

Submitted by:



Christie D. Linguard
Executive Assistant

Approved by:



Commissioner Gary Kocher, M.D.
Secretary

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

A G E N D A

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

May 16, 2024

10:00 A.M.

1. Call to Order *Chairman Ed Miller*
2. Notice of Meeting Statement *Commissioner Gary Kocher, MD*
3. Welcome
4. Adoption of Agenda
5. Invocation *Chairman Barry Malphrus*
6. Approval of Commission Meeting Minutes from February 15, 2024
7. Commissioners' Update *Commissioners*
8. Public Input
9. Old Business
 1. Quarterly Incident Reports *Ms. Ann Dalton*
 2. Legislative Update *Ms. Jamie Heyward*
Mr. Robert McBurney
10. New Business
 1. FY24 YTD Spending Plan Budget vs. Actual Expenditures *Mr. Bruce Busbee*
 2. Annual Comprehensive Property Implementation Plan (CPIP)
5-Year Plan and Request for Approval for Year One Projects *Mr. Andrew Tharin*
11. Director's Update *Ms. Constance Holloway*
12. Next Regular Meeting – June 20, 2024
13. Adjournment

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

MINUTES

February 15, 2024

The South Carolina Commission on Disabilities and Special Needs met on Thursday, February 15, 2024, 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 In-Person

Eddie Miller - Chairman

Michelle Woodhead – Vice Chairman

Gary Kocher, MD - Secretary

Barry Malphrus

Microsoft Teams

David Thomas

DDSN Administrative Staff

Constance Holloway, State Director; Quincy Swygert, Chief Financial Officer; Lori Manos, Associate State Director of Policy; Courtney Crosby, Internal Audit Director; Janet Priest, Associate State Director of Operations; Carolyn Benzon, Interim General Counsel; Andrew Tharin, Director of Engineering and Planning; Jamie Heyward, Director of Risk Management; Ann Dalton, Quality Management Director; Pacifico Perea, Public Information Director I; Janá Brown, Information Technology Division; and Christie Linguard, Executive Assistant.

Notice of Meeting Statement

Chairman Miller called the meeting to order, and Vice-Chairman Woodhead 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.

Welcome

Chairman Miller welcomed everyone to the meeting.

Adoption of the Agenda

On a motion by Vice-Chairman Woodhead, seconded by Commissioner Malphrus, the meeting agenda was unanimously approved as written by the Commission. (Attachment A)

Invocation

Chairman Miller gave the invocation.

Approval of Commission Meeting Minutes from November 16, 2023

Commissioner Thomas made a motion to approve the Commission meeting minutes from the November 16, 2023, meeting as presented. This motion was seconded by Commissioner Woodhead and unanimously approved by the full Commission. (Attachment B)

Commissions' Updates

Commissioner Malphrus thanked the Commission for moving the Agency forward with the Fee-For-Service payment system in April of 2022. As well, he also thanked the Commission on the improvements made to the Regional Centers, along with other capital improvement projects. He read a good book, *Chasing the Intact Mind*. The author, Amy S. F. Lutz, is the mother of an autistic child. He recommends this book to everyone watching or listening.

Vie-Chairman Woodhead announced that the Palmetto Games that are sponsored by the Clemson Adaptive Sports Program will take place on April 26–27, 2024 at Clemson University. Registration is open until the end of March. She also announced that Clemson University will be hosting a wheelchair basketball camp in June of this year. For the past two months, she and her family have travelled to Utah and Nevada watching adaptive sports events. Next weekend she and her family will travel to Jacksonville, Florida for a rugby tournament.

Public Input

There was no public input.

Programs and Services

Mrs. Padgett Mozingo and Miss Lila Mozingo spoke briefly about their non-profit company, Limitless Purpose. The Limitless Purpose Family Celebration will take place on Saturday, March 16th from 10:30 a.m. – 2:00 p.m. at the Meech House at Mungo Park, 2121 Lake Murray Boulevard in Columbia, South Carolina. (Attachment C)

Commission Committee Business

Finance and Audit Committee

Vice-Chairman Woodhead stated that a meeting took place this past Monday and noted a request for approval of the items listed below:

Financial Approval and Threshold Report (Attachment D)

a. Linen Contract for Coastal, Pee Dee and Saleeby Regional Centers

Mr. Swygert asked the Commission to consider an increase in the current linen contract by \$300,000 annually as well as the approval of the new five-year linen contract once it is solicited and awarded. Commissioner Thomas made a motion to approve the increase as well as the new five-year contract; the motion was seconded by Commissioner Woodhead and unanimously approved by the Commission.

b. Regional Center Shift Differentials

Mr. Swygert asked the Commission to approve a shift differential plan that the Agency hopes will lead to stabilization within our direct support professional (DSP) positions. The current shift differential rate is \$0.50 an hour. The proposed shift differential rate is \$2.00 an hour for weekdays (2nd and 3rd shifts), weekend for 1st shift only, and \$3.50 an hour for weekend 2nd and 3rd shifts. Mr. Swygert noted that by approving this proposed rate change now, the Agency could save money by reducing the number of contract staff hired to fill current gaps. Commissioner Kocher made a motion to approve the proposed shift differential rates; the motion was seconded by Commissioner Malphrus. The Commission unanimously approved.

c. Coastal Retherm Equipment Replacement

There are 12 buildings that will need new equipment and electrical panel modifications. The estimated project total is \$1,140,509.61. Commissioner Malphrus made a motion to approve the purchase of the equipment and panel modifications for the Regional Centers; the motion was seconded by Commissioner Miller and unanimously approved by the Commission.

800-07-CP: South Carolina Commission on Disabilities and Special Needs Committee Procedures: Attachment A – Finance and Audit Committee Procedures – Ms. Crosby went over the procedure changes recommended, which are in alignment with the Policy Committee procedures. One noted change would be moving the Finance and Audit Committee meetings from monthly to quarterly (April, July, October, and January) realizing that the Chairman can call additional meetings at any time if necessary. Commissioner Kocher made a

motion to approve the changes to Attachment A of Directive 800-07-CP; the motion was seconded by Commissioner Woodhead and unanimously approved by the Commission. (Attachment E)

Old Business

Quarterly Incident Report

Ms. Dalton briefly spoke on the five-year incident trend data for Community-Based Services (including Residential and Day Service Settings) through December 31, 2023. She updated the Commission on the various training options that are available for our providers. Ms. Heyward gave the five-year trend data report for the Regional Centers through December 31, 2023. She noted that the Abuse, Neglect and Exploitation training that is provided to Regional Center staff members has caused the numbers of critical incidents to go down. (Attachment F)

Internal Audit Report

Ms. Crosby began by discussing the 2023 and 2024 Audit Plans. The 2023 Plan has been amended to include a Medicaid resource limit review. The Internal Audit division is working with 52 residential habilitation providers to review individuals' financial records to determine whether resources have been managed in a manner that would not jeopardize Medicaid eligibility. Memorandums are now being drafted for these providers to their respective administrators and board members. A summarized Audit Report will be issued to the Agency's executive leadership team as well as members of the Commission. Fieldwork has been completed on follow-up of outstanding corrective action plans. The Audit Tracking Report will reflect the results of these follow-up procedures. The 2024 Audit Plan is currently being completed. Ms. Crosby urged all Commissioners to return the survey that was sent to them this past December. Lastly, the division has been working with the Agency's executive leadership staff to build a tracking report of recommendations from Part II of the Legislative Audit Council's Report that was issued in October 2023.

Legislative Update

Mr. McBurney gave an update on Senate Bill 399 and Act 60. Both Senate Bill 915 and House Bill 4927 seek to implement changes to health agencies requested during the past legislative session. Both Bills will be debated on their respective floors this week and in the coming weeks. The Amendments of both Bills were discussed as they add a few contractual components to the Agency's statute.

Mr. McBurney then updated the Commission on the Agency's Regulations. The subcommittee hearing for our Regulations should happen sometime next week.

Finally, Mr. McBurney reminded the Commissioners that the House Ways and Means Budget Hearing has already taken place for our Agency. The Agency will speak at the Senate Budget Hearing next week.

Chairman Miller informed Commissioner Malphrus to submit his questions to the clerk [administrative coordinator] to enter into the minutes. Commissioner Malphrus noted that he would like these questions to be answered at the next Commission meeting.

Questions from Commissioner Malphrus:

- I understand from a Senate hearing that Senator Tom Davis said that 7 members of the DDSN executive staff were interviewed by the Boston Consulting Group related to creating their report on the consolidation of state health agencies. Is this correct?
- Which members of the executive staff were interviewed?
- Did the Boston Consulting Group interview any members of the DDSN commission in regards to their report?
- Does the versions of the legislation that passed the Senate and House make any changes to the current operations of the 37 County Boards? If so, in what way?

New Business

New Building/Agency Move

State Director Constance Holloway gave an update to the Commission on the possibility of the Agency moving onto the old Dominion building in West Columbia. Director Holloway, along with a few of her executive team members had an opportunity to tour the campus in December of last year. If this building is funded by the General Assembly, it has been proposed that agencies will start moving in the Fall of 2024. The move will be in phases; however, it has not been determined who will move first. The hope is that all agencies will be moved in by June 30, 2025.

FY24 YTD Spending Plan Budget vs. Actual Expenditures

Mr. Swygert gave the YTD Spending Plan through January 31, 2024. He denoted that through January 31, 2024, the agency has sent out a legislative pass thru funding of \$12,685,000. (Attachment G)

Director's Update

Director Constance Holloway gave her Director's Update on the Agency. In addition to the attached announcement, Director Holloway acknowledged and

thanked the executive leadership team at the Agency for all of their hard work. Their efforts do not go unnoticed. (Attachment H)

Executive Session

At 11:13 AM, Commissioner Kocher made a motion to enter into executive session. This motion was seconded by Commissioner Woodhead and unanimously approved by the Commission.

Rise Out of Executive Session

At 11:29 AM, Commissioner Kocher made a motion to rise out of executive session; seconded by Commissioner Woodhead and unanimously approved by the Commission. Chairman Miller noted that there were no motions made and no votes taken during executive session. He then asked if there was any other business for the Commission.

Action on Item(s) Discussed in Executive Session, if needed

Commissioner Kocher asked Ms. Dalton to bring forth the staff recommendation. Ms. Dalton stated that based on the evidence of improvement over the past 14 months, staff supports lifting the admission freeze for Lutheran Service Carolina. She went on to clarify that Lutheran Service Carolina currently has a contract for residential habilitation and that they currently operate 24 CTH I Homes. Commissioner Thomas made a motion to accept staff recommendations to lift the admission freeze for Lutheran Service Carolina; this motion was seconded by Commissioner Kocher and unanimously approved by the Commission.

Next Regular Meeting

March 21, 2024, at 10:00 AM.

Adjournment

On a motion by Commissioner Woodhead seconded by Commissioner Kocher and approved by the full Commission, the meeting was adjourned at 11:31 A.M.

Submitted by:

Approved by:

Christie D. Linguard
Executive Assistant

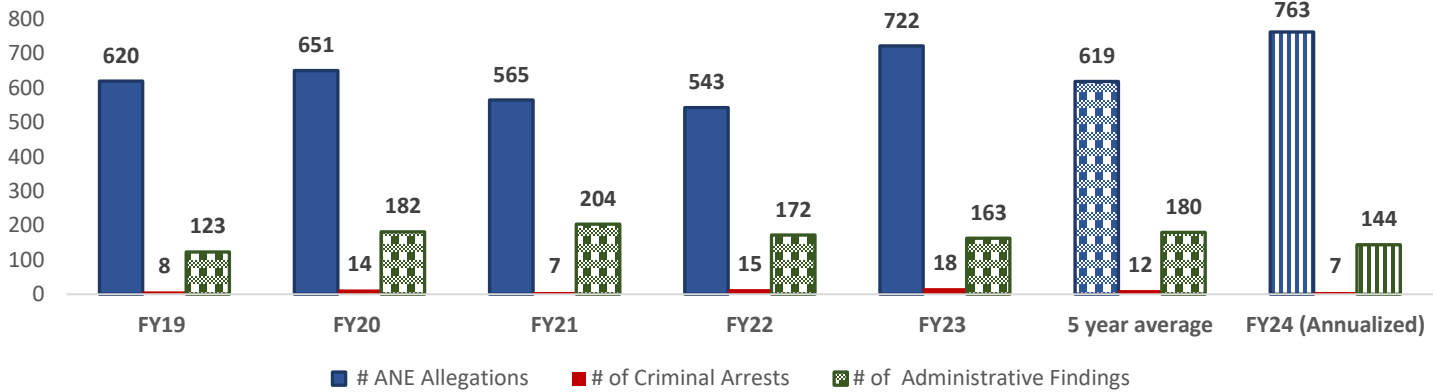
Commissioner Gary Kocher, M.D.
Secretary

SCDDSN Incident Management Report 5-year trend data

for Community-Based Services (Includes Residential & Day Service Settings) Thru 3/31/2024

Allegations of Abuse, Neglect, Exploitation	FY19	FY20	FY21	FY22	FY23	5 YEAR Average	FY24 Annualized (Thru Q3)
# of Individual ANE Allegations	620	651	565	543	722	619	763 (572)
# of ANE Incident Reports (One report may involve multiple allegations)	415	436	388	389	511	430	556 (417)
Rate per 100	9.6	11.8	10.9	9.3	12.1	10.8	11.3
# ANE Allegations resulting in Criminal Arrest	8	14	7	15	18	12	7 (5)
# ANE Allegations with Administrative Findings from DSS or State Long-Term Care Ombudsman	123	182	204	172	163	169	144 (108)

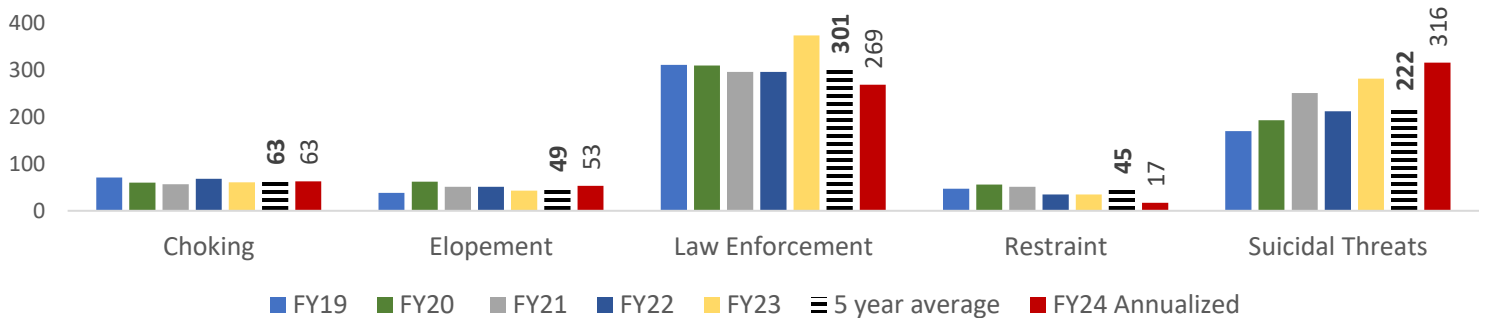
ANE Allegations: Comparison to Arrest Data & Administrative Findings



There was 1 ANE Report for FY24Q2 involving a child under the age of 18 in a Community Setting. All other reports were for adults.

Critical Incident Reporting	FY19	FY20	FY21	FY22	FY23	5 YEAR Average	FY24 Annualized (Thru Q3)
# Critical Incidents	916	982	974	1245	1265	1076	1304 (978)
Rate per 100	9.6	11.8	10.9	15.4	13.2	12.2	13.6
# Choking Events	71	65	57	68	61	64	63 (47)
# Law Enforcement Calls	311	310	296	296	292	301	269 (202)
# Suicidal Threats	170	193	251	212	282	222	316 (237)
# Emergency Restraints or Restraints w/ Injury	47	56	51	35	35	45	17 (13)

5 Year Critical Incident Trend Report- Community Settings



8 Critical Incident Reports involving a child under the age of 18 have been reported in FY24 in a Community Setting.

Death Reporting	FY19	FY20	FY21	FY22	FY23	5 YEAR Average	FY24 Annualized (Thru Q3)
# of Deaths Reported- Community Residential Settings	78	86	130	102	95	98	105 (79)
Rate per 100	1.6	1.9	2.8	2.2	2.0	2.1	2.2

Community-Based Incident Management Quarterly Reporting FY24Q3

For the third quarter in FY24, the reporting rates for ANE Allegations, Critical Incidents, and Death Reports are consistent with the prior annualized projections. While the FY24 numbers were initially higher at the first part of the year, the numbers have stabilized across all areas.

Abuse, Neglect, Exploitation (ANE)- Within the community-based service areas, DDSN averages about 50 individual reports and between 60-65 ANE allegations each month. About 25% to 30% result in Administrative Findings.

There have been five staff arrests related to ANE through the third quarter of FY24. Administrative Findings are most often due to dignity/respect or staffing/supervision related issues.

Critical Incidents- There have been 978 Critical Incidents reported in Community Settings through the end of March. We continue to have a decrease in the number of law enforcement calls, as compared to prior quarters.

Deaths- There have been 79 deaths reported in FY24.

Training:

DDSN is pleased to work with IntellectAbility to develop a new on-line training course related to abuse prevention and reporting allegations of ANE. The new training will include periodic knowledge checks/testing within the curriculum. This training is expected to be available later this summer. IntellectAbility has also made free training available to our providers for the “Fatal 5,” including prevention and treatment of individuals at risk for aspiration, dehydration, dysphagia, bowel obstructions, seizures, and sepsis.

DDSN has also partnered with The Council on Quality and Leadership (CQL) to offer free training on Person-Centered training, Personal Outcome Measures, promoting informed choices, and developing effective Human Rights Committees. There are 9 free webinars available over the coming months.

Our Quality Management team has also participate in the State Long-Term Care Ombudsman’s Office regional training to address prevention strategies and reporting of allegations. The sessions are intended to help improve the information provided within the reports and address corrective actions, including provider training for staff, policy and procedural concerns, and supervision adjustments.

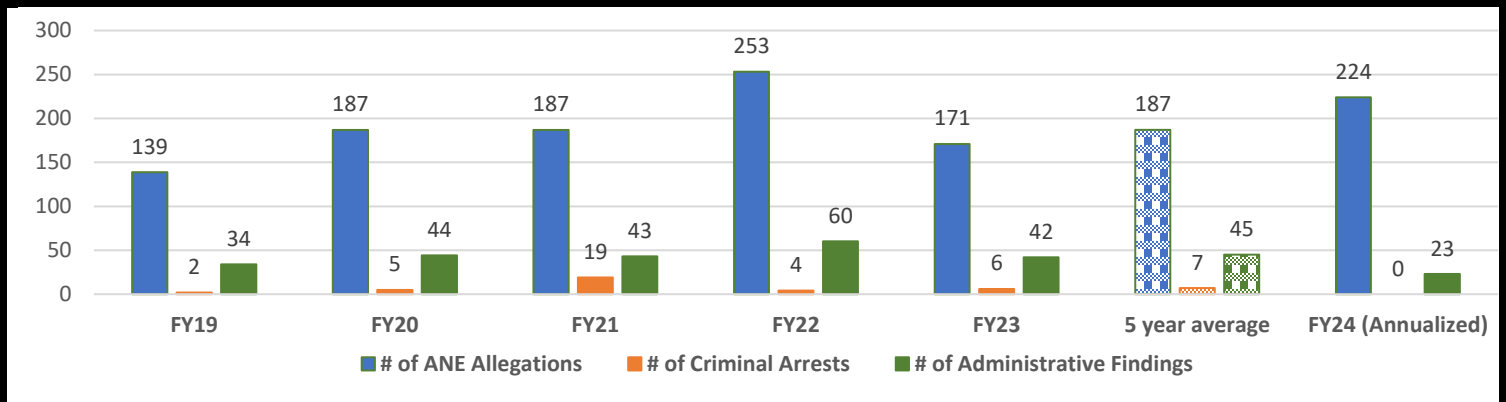
The State Law Enforcement Division has also recently completed a series of regional trainings for DDSN and its contracted provider agencies. These sessions have been well-attended.

SCDDSN Incident Management Report 5-year trend data

for Regional Centers *Thru 3/31/2024*

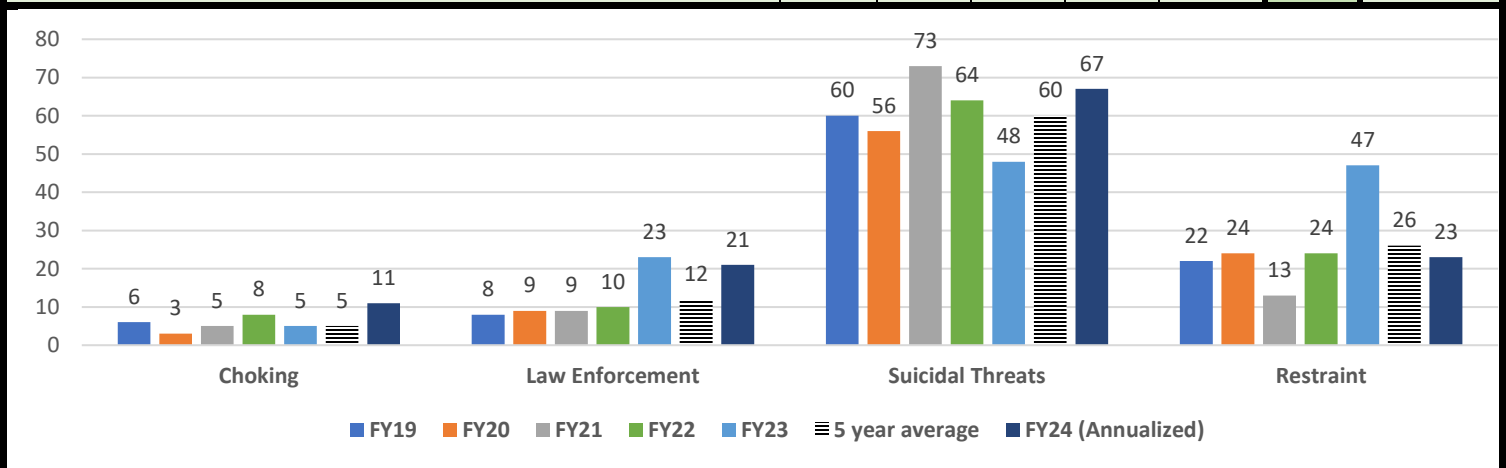
Allegations of Abuse, Neglect, & Exploitation	FY19	FY20	FY21	FY22	FY23	5 YEAR Average	FY24 Annualized (Thru Q3)
# of Individual ANE Allegations	139	187	187	253	171	187	224 (168)
# of ANE Incident Reports (One report may involve multiple allegations)	102	136	138	167	138	136	153 (115)
Rate per 100	20.9	28.9	27.9	38.0	31.7	29.5	20.8
# ANE Allegations resulting in Criminal Arrest	2	5	19	4	6	7	0 (0)
# ANE Allegations with Administrative Findings from DSS or State Long-Term Care Ombudsman	34	44	43	60	42	45	23 (17)

ANE Allegations: Comparison to Arrest Data & Administrative Findings



There were 4 ANE reports for FY24 Q3 involving a minor.

Critical Incident Reporting	FY19	FY20	FY21	FY22	FY23	5 YEAR Average	FY24 Annualized (Thru Q3)
# Critical Incidents	132	135	124	160	171	144	172 (129)
Rate per 100	18.6	20.8	19.1	24.2	24.8	21.5	23.3
# Choking Events	6	3	5	8	5	5	11 (8)
# Law Enforcement Calls	8	9	9	10	23	12	21 (16)
# Suicidal Threats	60	56	73	64	48	60	67 (50)
# Emergency Restraints or Restraints w/ Injury	22	24	13	24	47	26	23 (17)



There were 0 Critical Incident Reports for FY24 Q3 involving minors. All reports were for adults.

Death Reporting	FY19	FY20	FY21	FY22	FY23	5 YEAR Average	FY24 Annualized (Thru Q3)
# of Deaths Reported - Regional Centers	33	22	48	36	21	32	24 (18)
Rate per 100	4.6	3.4	7.0	5.4	4.0	4.9	3.3

2024 Legislative Session Results

Regulations-

DDSN's regulations are now fully updated with the approval of 4 updated Articles this session. The newly updated regulations concerning licensing of facilities and programs will become law next week.

Budget-

DDSN had one of its three top priorities funded by the House, the fiscal manager request. The Senate funded an additional priority, the rental assistance program. The House removed that item in House 2.

We also received funding in our budget for lease payments at the Otarre Parkway building. In addition, the Department of Administration received non-recurring funds to pay for the move of Central Office to the Otarre Parkway building.

After taking a tour of Coastal Center, Sen Sean Bennett put a proviso in the agency budget calling for a comprehensive plan for residential build renovations at the Regional Centers. We look forward to producing that plan and submitting it for Joint Bond Review Committee approval in the new budget year.

Senate Bill 915-

Senate Bill 915 was approved in a very different version from the Senate. The bill was returned to the House from the Senate amended back to its original Senate form with some additional amendments. However, it did not come back in time for the bill to be non-concurred on the regular calendar. One house member objected to the House taking it up and it died for the legislative session before it could be placed on the Sine Die Resolution.

FY24 SPENDING PLAN BUDGET - APPROVED	\$ 329,458,164
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YTD EXPENDITURES BY CATEGORY	EXPENDITURES THRU 4/30/2024
501000 - PERSONAL SERVICES - PAYROLL	\$ 63,239,646
502000 - CONTRACTUAL SERVICES	\$ 169,923,394
503000 - SUPPLIES AND MATERIALS	\$ 5,886,023
504000 - FIXED CHARGES AND CONTRIBUTIONS (RENT/LEASE)	\$ 3,498,271
505000 - TRAVEL	\$ 320,246
506000 - FIXED ASSETS (CAPITALIZED)	\$ 640,105
507000 - LAND & BUILDINGS	\$ 2,475,259
511000 - PUBLIC ASSISTANCE	\$ 6,706,156
513000 - EMPLOYER CONTRIBUTIONS - FRINGE BENEFITS	\$ 29,240,711
515000 - UTILITIES	\$ 1,626,656
517000 - ALLOCATIONS	\$ -
518000 - AID TO SUBDIVISIONS (STATE AID)	\$ -
520000 - FIXED ASSETS(NON-CAPITALIZED)	\$ 31,829
TOTAL YTD EXPENDITURES	\$ 283,588,296
% OF YTD EXPENDITURES	86.08%
% OF SPENDING PLAN REMAINING	13.92%
% OF FISCAL YEAR REMAINING	16.67%
% DIFFERENCE - OVER (UNDER) BUDGETED EXPENDITURES	2.74%

ITEMS NOT IN SPENDING PLAN (RECEIVED FUNDING APPROX, 9/30/2023)	
561000 - SPECIAL OPERATIONS (LEGISLATIVE PASS THRU)	\$ 12,685,000

5-Year CPIP Plan: 2024 - 2025 - DRAFT

Year 1 - (2024 - 2025)

CC:	Interior Renovations	\$2,000,000
CC:	Hillside - Exterior Soffit Replacements and Building Envelope Repairs	\$245,000
CC:	Retherm Electrical and Mechanical Upgrades	\$225,000
CC:	Hillside - Drain Line Repairs	\$1,500,000
CC:	Gymnasium - Chiller Replacement	\$250,000
CC:	Building 310 - Renovations	\$3,500,000
MC:	Interior Renovations	\$2,200,000
MC:	Sequoia, Walnut, Cedar - Roof Replacements	\$1,500,000
MC:	Bathroom Renovations (Mesquite, Sycamore, Magnolia, Oak)	\$850,000
MC:	Chestnut - Renovations	\$3,500,000
MC:	Midlands Center - Campus Wide Fire Alarm Replacement	\$650,000
PD:	Interior Renovations	\$2,000,000
PD:	Campus Fencing - Perimeter and Staff Parking areas	\$225,000
PD:	Mulberry 303 and 307 - Renovations	\$2,400,000
SC:	Saleeby Center - Generator Replacement Generator Replacement	\$500,000
SC:	Saleeby Center - Complete Window Replacement	\$250,000
SC:	West Wing - Renovations	\$1,000,000
WC:	Interior Renovations	\$2,000,000
WC:	Building 101, 107 & 108 - Renovations	\$5,000,000
WC:	Hallet & Auditorium and Sloan - Roof Replacement	\$1,200,000
State-Wide	Energy Management and Controls	\$650,000
		\$31,645,000

Year 2 - (2025 - 2026)

CC:	Highlands 210 & 510 (Residential Side) - Renovations	\$4,200,000
CC:	Highlands 210 Drain Line Repairs	\$600,000
MC:	Juniper/Walnut - Generator Replacement	\$350,000
MC:	Palm & Magnolia- Renovations	\$7,000,000
PD:	Pecan 201 & 205 - Renovations	\$3,000,000
PD:	Medical Services & Multi-purpose Building - Roof Replacements	\$300,000
WC:	102 and 104 Renovations	\$2,000,000
WC:	Retherm Electrical and Mechanical Upgrades	\$225,000
WC:	Building 204 - Generator Replacement	\$500,000
WC:	Campus-Wide Fire Alarm Replacement	\$850,000
WC:	Warehouse and Old Kitchen - Renovations	\$6,500,000
WC:	Campus-Wide - Fiber Optics Replacement Relocation of Campus Hub	\$1,000,000
		\$26,525,000

Year 3 - (2027 - 2028)

CC:	Centerview, Pool Building, & Gym Renovations	\$5,000,000
CC:	Highlands 710, 810, 910 Renovations	\$3,500,000
CC:	Highlands Developmental Building - Generator Replacement	\$350,000
MC:	Willow & Juniper Renovations	\$7,000,000
MC:	Gym - Roof and Fire Protection Upgrades	\$1,500,000
MC:	Admin Building & Plaza - Roof Replacements	\$450,000
MC:	Chestnut & Program Building Generator Replacement	\$350,000
PD:	Cafeteria and Warehouse - Roof Replacement and Cafeteria Renovations	\$950,000
PD:	Mulberry 301 & 302	\$2,400,000
SC:	Saleeby Center - Complete Fire Alarm Replacement	\$250,000
WC:	Building 106 & 110 - Renovations	\$2,000,000
WC:	Rear Property Line - Security Fence	\$1,000,000
WC:	Dorm 102 & 104, 103 & 105 - Generator Replacements	\$700,000
SW:	Paving and Site Work	\$1,000,000
SW:	State Wide Energy Management and Controls Upgrades	\$400,000
		\$26,850,000

5-Year CPIP Plan: 2024 - 2025

Year 4 - (2028 - 2029)

CC:	Maintenance Building - Renovations	\$1,500,000
MC:	Mestique & Sycamore- Renovations	\$7,000,000
MC:	Maintenance Building & Collaborative A - Roof Replacement	\$1,500,000
PD:	Pecan 203 & 204	\$2,500,000
PD:	Medical Services - Roof Replacement	\$20,000
PD:	Work Activity Center - Roof Replacement	\$200,000
PD:	Mulberry Dorms - Bathroom Renovations	\$850,000
SC:	Saleeby Center - Parking Lot Resurfacing	\$500,000
SC:	Center Wing - Renovations	\$3,000,000
SC:	Handrails and wall protection	\$275,000
WC:	Building 204 Renovations	\$2,000,000
WC:	Demo Warehouse and Old Kitchen Buildings	\$2,500,000
WC:	Chapel Roof Replacement	\$350,000

\$22,195,000

Year 5 - (2029 - 2030)

CC	Interior Renovations	\$2,000,000
CC:	Highlands Developmental Building - Renovations	\$2,000,000
MC:	Interior Renovations	\$2,000,000
MC:	Palmetto & Oak - Renovations	\$7,000,000
PD:	Interior Renovations	\$2,000,000
PD:	Mulberry 305 & 306 Renovations	\$2,400,000
WC:	Interior Renovations	\$2,000,000
WC:	Building 207 & 209 Renovations	\$2,400,000

\$21,800,000

5-YEAR TOTAL = \$129,015,000

Year-1 (2024 - 2025) Summary

CC:	Interior Renovations	\$2,000,000
	Project scope is to facilitate minor construction projects of Coastal Center dorms to include but not limited to painting, flooring replacements, ceiling replacements, bathroom renovations, and other interior renovations	
CC:	Hillside - Exterior Soffit Replacements and Building Envelope Repairs	\$245,000
	Project scope includes soffit renovations and building envelope repairs at the Hillside Dorm. Original wood soffits to be removed and replaced with new aluminum soffit material. Building envelope repairs will consist of repairs to the building existing trim work and brick facade.	
CC:	Retherm Electrical and Mechanical Upgrades	\$225,000
	Project scope includes the modification of electrical and mechanical systems at thirteen campus buildings to accept the installation of new retherm equipment.	
CC:	Hillside - Drain Line Repairs	\$1,500,000
	Project scope includes the scoping, cleaning, and epoxy lining of existing drain lines at the Hillside Dorms.	
CC:	Gymnasium - Chiller Replacement	\$250,000
	Project scope includes the replacement of HVAC equipment and associated mechanical and electrical modifications for the Coastal Center Gym.	
CC:	Building 310 - Renovations	\$3,500,000
	Project scope includes the complete exterior and interior renovation of Coastal Center - Highlands 310. Exterior renovations to include building envelope upgrades and repairs. Interior renovations to include complete demolition and replacement of all finishes through out the building as well as electrical, mechanical, plumbing and life safety upgrades.	
MC:	Interior Renovations	\$2,200,000
	Project scope is to facilitate minor construction projects of Midlands Center dorms to include but not limited to painting, flooring replacements, ceiling replacements, bathroom renovations, gymnasium flooring, and other interior renovations	
MC:	Sequoia, Walnut, Cedar - Roof Replacements	\$1,500,000
	Project scope includes the complete roof replacements of three separate buildings at Midlands Center. Existing roofs consist of approx. 39,000 sqft of low-sloped bitumen and sloped shingle roofing.	
MC:	Bathroom Renovations (Mesquite, Sycamore, Magnolia, Oak)	\$850,000
	Project scope includes the complete renovation of all four resident bathrooms at four separate Midlands Center Dorms. Renovations include demo and replacement of all fixtures and finishes.	
MC:	Chestnut - Renovations	\$3,500,000
	Project scope includes the complete exterior and interior renovation of the Chestnut dorm at Midlands Center. Exterior renovations to include building envelope upgrades and repairs. Interior renovations to include complete demolition and replacement of all finishes through out the building as well as electrical, mechanical, plumbing and life safety upgrades.	
MC:	Midlands Center - Campus Wide Fire Alarm Replacement	\$650,000
	Project scope includes the complete replacement of the campus wide fire alarm system at Midlands Center. Head annunciator panel to be replaced as well as complete system replacement in all campus buildings.	
SC:	Saleeby Center - Generator Replacement Generator Replacement	\$500,000
	Project scope includes the replacement of the Saleeby Centers 275 kW generator that provides backup emergency power for East and West Wings.	
SC:	Saleeby Center - Complete Window Replacement	\$250,000
	Project scope includes replacement of all exterior windows at Saleeby Center (approx. 210 windows).	
SC:	West Wing - Renovations	\$1,000,000
	Project scope includes the interior renovations of the West Wing at Saleeby Center. Interior renovations to include complete demolition and replacement of all finishes through out the building as well as electrical, mechanical, plumbing and life safety upgrades.	
PD:	Interior Renovations	\$2,000,000
	Project scope is to facilitate minor construction projects of Midlands Center dorms to include but not limited to painting, flooring replacements, ceiling replacements, bathroom renovations, and other interior renovations	
PD:	Campus Fencing - Perimeter and Staff Parking areas	\$225,000
	Project scope includes the replacement of the existing campus perimeter fence along the backside of campus. The scope also includes security fencing and access gate for a newly established employee parking lot.	

PD:	Mulberry 303 and 307 - Renovations	\$2,400,000
	Project scope includes the complete exterior and interior renovation of two separate dorms at Pee Dee Center. Exterior renovations to include building envelope upgrades and repairs. Interior renovations to include complete demolition and replacement of all finishes through out the building as well as electrical, mechanical, plumbing and life safety upgrades.	
WC:	Interior Renovations	\$2,000,000
	Project scope is to facilitate minor construction projects of Whitten Center dorms to include but not limited to painting, flooring replacements, ceiling replacements, bathroom renovations, and other interior renovations.	
WC:	Building 101, 107 & 108 - Renovations	\$5,000,000
	Project scope includes the complete exterior and interior renovation of three separate dorms at Whitten Center. Exterior renovations to include building envelope upgrades and repairs. Interior renovations to include complete demolition and replacement of all finishes through out the building as well as electrical, mechanical, plumbing and life safety upgrades.	
WC:	Hallet & Auditorium and Sloan - Roof Replacement	\$1,200,000
	Project scope includes the complete roof replacements of two separate buildings at Whitten Center. Existing roofs consist of approx. 42,000 sqft of low-sloped modified bitumen roofing.	
SW:	State-Wide Energy Management and Controls	\$650,000
	Project scope includes upgrading HVAC and generator controls for campus buildings at all Regional Centers. New hardware will allow for remote monitoring and controls of campus equipment.	

\$31,645,000

**Monthly Commission Meeting
Update for Commissioners
Constance Holloway**

- Good morning, everyone. I'm happy to gather here with everyone and thank you for giving me a few minutes to provide an update on what we're doing.
- Rather than providing my usual employee spotlight for a specific regional center, I'd like to give a special shoutout to all the nominees for the DDSN Employee of the Year award, following yesterday's banquet here at Central Office.
- We're proud to announce that this year's Employee of the Year is Stanley Livingston, a Direct Support Professional III at our Midlands Center. Stanley is a valued member of the Midlands team and has been with the agency for nearly 40 years. Their facility administrator, Gene Baughman, says he is a hard worker who always goes the extra mile for his fellow DSPs, and others on staff.
- The other nominees this year include:
 - Sharon Gurley, a DSP III at Pee Dee
 - Danna Isgett, a Physical Therapy Aide at Saleeby
 - Kendra James, a Workforce Specialist at Whitten; and
 - Shakia Russell, a DSP II at Coastal
- We had a great time celebrating these amazing people yesterday, and again, we congratulate them and appreciate the hard work they exhibit every day at DDSN.
- I'd also like to shoutout our Central Office HR team and all the HR staff and leaders at the regional centers. Their efforts during Employee Appreciation Month have been awesome and I think our staff statewide is enjoying the various luncheons and events they are planning.
- Next, I'd like to provide a few agency updates. Our engineering team reports that we had a final inspection last week for our interactive garden

at Whitten Center. We also expect to get additional funding for more plants for the garden later this month.

- Also, our 5-year capital improvement plan (CPIP) was presented today. We have \$31 million in capital projects scoped out for next year, and \$129 million over the 5-Year plan. We will provide updates on this project as we receive them.
- Our eligibility team reports that they continue processing hundreds of cases each month, ranging from basic determinations to reevaluation and appeal requests from parents, medical entities, courts, and other Agencies.
- Elsewhere, transition coordinators for DDSN's Adult Supports Division have attended 536 events across the state since August 2023. These include transition fairs, resource nights, parent information sessions, local and state transition team meetings, Project SEARCH steering committee meetings, and many more community-based events.
- These efforts have resulted in 226 referrals to DDSN eligibility with an eligibility rate over 84 percent. Family, teacher, and stakeholder feedback has been overwhelmingly positive and the demand for Transition Coordinators to attend local community events continues to increase.
- Additionally, we collaborated with the University of South Carolina last month for AutismConnect, a resource fair put together by Autism Director Stephanie Turner, with the help of the Communications Team, and a host of DDSN and UofSC volunteers.
- The event saw more than 50 exhibitors, 27 presentations, and a total attendance of about 500, which included residents who received valuable resources. We also had several media outlets come out and do stories, so it was just a great event that showed people who we are and the services we provide.
- Thank Yous are extended to:

- SC State Law Enforcement Agency (SLED) for providing an Abuse, Neglect and Exploitation Training to the Central Office Staff.
 - Senator Sean Bennett and Mr. Rick Harmon who worked diligently to introduce the comprehensive plan for residential building renovations proviso for the Agency's Regional Centers.
 - Mr. Quincy Swygert and DDSN Providers for the Agency scorecard.
 - Mr. Robb McBurney and The Tallon Group, particularly Carol Steward, for their efforts in working with the legislators throughout this past year.
- These are all the updates that I have, but I'm happy to answer any questions you may have for me. Thank you.