

**MEETING SUMMARY OF THE POLICY COMMITTEE**  
**Commission of the South Carolina Department of Disabilities and Special Needs**  
**3440 Harden Street Extension**  
**Columbia, South Carolina**  
**October 11, 2022**

**IN ATTENDANCE:** Chairman, Barry Malphrus; Commissioner David Thomas,  
Commissioner Michelle Woodhead and Commissioner Stephanie Rawlinson  
Dr. Michelle Fry, Lori Manos, Courtney Crosby, Harley Davis, Ann Dalton, Quincy Swygert  
and Christie Linguard

**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 September 6, 2022 Meeting**

Chairman Malphrus requested committee members to adopt the summary notes.

As there were no objections, the summary notes from the September 6, 2022 meeting were adopted.

**3. Old Business:**

A. 505-02-DD: Death or Impending Death of Persons Receiving Services from DDSN

The directive was posted for external review. Several comments were received and staff made additional changes. The Chairman requested several additional changes. As there were no objections, the directive will be presented to the full Commission for approval and signing.

**4. New Business:**

A. Administrative Agency Standards

Staff presented to the Committee for approval to post for external review. After a brief discussion, staff were asked to make additional changes before submitting for external review. As there were no objections, the standard will go out for public comment (10-day review) and will be presented at the next Policy meeting.

B. 275-05-DD: General Duties of the Internal Audit Division

The Director of Internal Audit gave a brief overview of the staff changes. The Policy Committee Chairman requested several additional changes. As there were no objections, the directive will be sent to the Finance and Audit Committee for review per the Audit Divisions charter.

**5. Adjournment**

The next meeting will take place on November 8, 2022.