

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

MINUTES

February 20, 2014

The South Carolina Commission on Disabilities and Special Needs met on Thursday, February 20, 2014, 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:

Fred Lynn, Chairman
Christine Sharp, Vice Chairman
Harvey Shiver, Secretary
Katherine Davis (Via Teleconference)
Katherine Finley
Deborah McPherson
Eva Ravenel

DDSN Administrative Staff

Dr. Buscemi, State Director; Mrs. Susan Beck, Associate State Director, Policy; Mr. David Goodell, Associate State Director, Operations; Mr. Tom Waring, Associate State Director, Administration; Mrs. Tana Vanderbilt, General Counsel (For other Administrative Staff see Attachment 1 – Sign In Sheet).

Guests

(See Attachment 1 Sign-In Sheet)

Coastal Regional Center (via videoconference)

(See Attachment 2 Coastal Regional Center Sign-In Sheet)

Pee Dee Regional Center (via videoconference)

(See Attachment 3 Pee Dee Regional Center Sign-In Sheet)

Whitten Regional Center (via videoconference)

(See Attachment 4 Whitten Regional Center Sign-In Sheet)

York County DSN Board (via videoconference)

(See Attachment 5 York County Sign-In Sheet)

News Release of Meeting

Chairman Fred Lynn called the meeting to order and Commissioner Harvey Shiver read a statement of announcement about the meeting that had been mailed to the appropriate media, interested persons, and posted at the Central Office and on the website in accordance with the Freedom of Information Act.

Invocation

Commissioner Christine Sharp gave the invocation.

Adoption of the Agenda

The Commission adopted the February 20, 2014 Meeting Agenda with an amendment to add the Budget Update as the first agenda item under Business. (Attachment A)

Approval of the Minutes of the January 20, 2014 Commission Meetings

The Commission approved the minutes of the January 20, 2014 Commission Meeting as corrected by unanimous consent.

Public Input

Ms. Mary Poole, Executive Director, York County DSN Board spoke during the public input.

Report from DSN Boards

Mr. Jimmy Burton spoke on behalf of the SC Human Service Providers Association.

Commissioners' Update

Commissioners Katherine Finley, Deborah McPherson, Katherine Davis and Fred Lynn spoke of events in their districts.

Budget Update

Dr. Buscemi reported the House Ways and Means Healthcare Budget Subcommittee moved the \$13.3 million back to DDSN's budget. There will be a proviso attached to this funding stating DDSN will transfer the funds to DHHS. The funds will be used exclusively for incremental home and community based waiver services to reduce the waiting lists. There is \$300,000 in non-recurring funds for the Burton Center Equestrian Program and \$1.1 million in non-recurring funds for autism services. The allocation of the funding to DDSN shows faith in our system and agency.

Post-Acute Rehabilitation Funding

Mrs. Susan Beck provided information regarding the post-acute rehabilitation funding. There are some parameters for those individuals that receive these services including living in South Carolina, the ability to receive benefit from the services among others. DDSN uses multiple methods in order to share information about the program. Mrs. Beck provided a handout and discussed in detail how the funding has been used, how many individuals were served and the initiatives to increase capacity around the state. She stated the providers for this program have to be CARF-accredited and this is a lengthy process.

Based on an analysis of the program funds used in FY 2013, less funding was used than was projected. This was due to receiving a fewer number of applicants for the program and a loss of one of the four program providers. Therefore, DDSN met with the SC Brain Injury Association and the SC Spinal Cord Injury Association to develop a plan. DDSN developed a special proposal process in order to increase capacity and to attract new providers for this program. Applications were reviewed and awards were completed for four providers in the Pee Dee, Low Country and Midlands areas. (Attachment B)

Waiting List Report Update

Mrs. Susan Beck provided a handout which included a layout of the rotation of the waiting list reports. She gave a report of the Community Support Waiver Waiting List movement stating that 605 new waiver slots were awarded from July 1, 2013 to January 31, 2014; 607 new consumers were served in FY 2012 and 422 consumers were served in FY 2013, with a total of 1,029 for the last two-year timeframe. The year-to-date update was also provided for the other waiting lists. (Attachment B)

Consideration of Bids

Mr. Tom Waring presented information for Commission approval on the bid to replace the Coastal Center gymnasium roof. Mr. Waring stated on February 6, 2014, DDSN declared an emergency due to the damage of the roof and proceeded swiftly with the contract award. On motion of Commissioner Eva Ravenel, seconded and passed, the Commission confirmed the contract award to Roofco, Inc. of Sumter, South Carolina in the contract amount of \$139,300.00 which included the Base Bid and Alternate Number One. (Attachment D)

Mr. Waring presented information for Commission approval for the request for permission for right-of-way encroachment at DuPont I community residence in Aiken. On motion of Commissioner Christine Sharp, seconded and passed, the Commission approved staff recommendation to submit the request to the SC State Budget and Control Board for consideration. (Attachment E)

DDSN Intake Process

Dr. Buscemi stated DDSN is in a mode of change and we want to be very open and transparent with the changes being made. She added that any processes that are operational she will bring to the Commission for information and any processes that affect eligibility and service delivery she will present to the Commission for approval. She stated the decision has been made to move DDSN intake in-house. The criteria or actual process is not changing, just who completes the paperwork. The changes to MTCM and separation of service coordination are the driver here. DDSN previously had "control" over service coordination through the RFP process but could still offer choice to families. New changes allow anyone to enroll through DHHS to serve our population but does not have to go through the DDSN process. These people could know nothing about our processes.

Dr. Buscemi stated another driver is change in the billing rate for MTCM. The monthly unit allowed flexibility regarding what activities were Medicaid compensable but the new 15-minute unit will not. DDSN will not be able to bill for the vast majority of intake/eligibility processes and we cannot ask or expect providers to do this for free. We need to remove this burden. DDSN does not have enough state dollars to pay the provider network to do this. In centralizing the intake process, DDSN will still use the 1-800 number to screen individuals then they will refer individuals to the intake service coordinator. There will be no change to criteria or eligibility. The timeframe for this change is pending. DDSN will need to hire intake staff. There are other issues pending that need to be resolved such as how will this overlap with MTCM; unbundling of service coordination from intake/eligibility; and what happens to the individual once intake is over. Dr. Buscemi stated DDSN will use the task force to process and work through the details of the implementation of centralizing intake with an expected change in the next few months. Discussion followed.

Provider Payment Process for MTCM and WCM

Dr. Buscemi stated DDSN will be changing its payment method to retrospective MTCM billing. DHHS wants to expand service to the Level II population. It will make sense to make the payment method change at the same time we open the door to serve the Level II population. DHHS has agreed to bear the financial responsibility for the expansion of Level II. The timeline is April 1st or May 1st.

Dr. Buscemi stated when direct billing happens it would be at the same rate if billed through DDSN or directly through DHHS. The rate would go down along with the blended rate schedule.

Dr. Buscemi stated that WCM was approved by CMS for all four waivers a couple of weeks ago. CMS would not approve increase in the minimum service limit for HASCI and the Community Supports waivers so there is a limit of one service. There is a limit of two monthly services for the ID/RD and the

PDD waivers. When the waivers are renewed, the limits will change to two. The cap increased for the Community Supports waiver to accommodate the addition of WCM in the waiver. DDSN is planning to change to retrospective payment for WCM when that service goes into effect. This would mimic the WCM blended rate with no administrative cost included. She added she is not sure of the implementation of this as DDSN and DHHS have to make computer changes first.

Dr. Buscemi explained the new payment method and rates using May 1st only as an example start date. At the end of April, the provider would receive the prospective per member per month payment as usual. On May 1st, the providers could begin serving Level II people assuming requirements are met. At the end of May, a provider would be paid for their billable units logged during May. This overlap would lessen cash flow issues for providers. At some later point DDSN would settle with the provider. There will be processes that will need to change and be altered. DDSN is working with the Task Force and the Human Service Provider Association subcommittees to work out the details.

Dr. Buscemi reported the changes that DDSN already knows will occur is to remove the minimum salary requirement for service coordinators and to remove case load requirements as the funding will be unit based.

State Director's Report

Dr. Buscemi acknowledged the community providers and the regional centers for their hard work, dedication, and support during the recent inclement weather. Dr. Buscemi stated it shows strength of our system.

Dr. Buscemi reported that DDSN is working with DHHS to have all Early Intervention fall under Family Training so we do not have to use MTCM anymore. The new DHHS EI manual has been issued. There is an issue with the service limit currently set at eight. DHHS is aware of this, agrees, and is presently working on the increase. A memo will go to providers out once it is finalized.

Dr. Buscemi reported on the employment pilot. Fourteen entities have applied and there are only four slots available. The selections are currently being made and they will be announced in the next couple of weeks. The timeline of the pilot is on target.

Dr. Buscemi spoke of the upcoming Affordable Care Act training that is being held March 6th and the 13th. There has been new information that has come out in the last week or two. If the providers have not registered, they need to soon.

Dr. Buscemi reported that the entrance conference with Deloitte was conducted yesterday to kick-off DDSN's security risk assessment which is scheduled to begin on Monday, March 3rd. Fifteen domains will be looked at and the assessment should be completed by the end of March or the first of

April. The assessment will help us identify strengths and weaknesses, which is a good thing.

Dr. Buscemi stated DDSN's budget presentation to the Senate Budget Subcommittee is tentatively scheduled for Wednesday, March 12, 2014 at 9:00 a.m.

Next Regular Meeting Date

Chairman Fred Lynn announced the next regular Commission Meeting is scheduled for Thursday, March 20, 2014 with the starting time to be determined.

Executive Session

On motion of Commissioner Christine Sharp, seconded and passed, the Commission entered into Executive Session to discuss an employment matter.

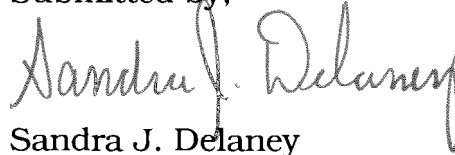
Enter into Public Session

The Commission entered into Public Session. It was noted that no action was taken in the Executive Session.

Adjournment

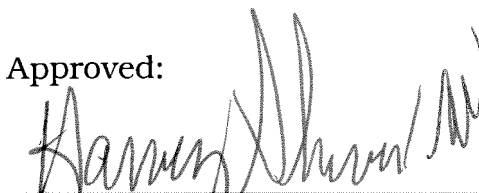
With no further business, Chairman Fred Lynn adjourned the meeting.

Submitted by,



Sandra J. Delaney

Approved:



Commissioner Harvey Shiver
Secretary

SC COMMISSION ON DISABILITIES AND
Commission Meeting

Attachment 1

February 20, 2014

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

- | | | |
|-----|--------------------|-----------------------------|
| 1. | Stephanie Williams | Calhoun DSNB |
| 2. | JAY ASHMAN | Chester-Lancaster |
| 3. | Aike Moss | Calhoun DSNB |
| 4. | LINDA Veldheer | SCDDSN |
| 5. | Jimmy Burton | BURTON CENTER |
| 6. | W.C. Hood | Family Connections |
| 7. | Marcia Lindsay | LAC |
| 8. | Carrie Deaton | Babcock Center |
| 9. | Ann Dalton | SCDDSN |
| 10. | Kathy Martin | PTA |
| 11. | Margie Williamson | The Arc of SC |
| 12. | Suzy Yankowitz | The Arc of SC |
| 13. | JENNIFER PARKER | WHITTEN CENTER PARENTS CLUB |
| 14. | Heather Jay | Brain Injury Assoc. of SC |
| 15. | Beth Bunge | Bright Start |
| 16. | Joyce Davis | BIASC |
| 17. | Mike Reimann | DHHS |
| 18. | Lori Moss | DDSN |
| 19. | | |
| 20. | | |

SC COMMISSION ON DISABILITIES AND S
Commission Meeting
February 20, 2014

Attachment 2

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

1. Ronda Ritchie - DDSN Dist. II office
2. Gloria M. James, Bamberg Co. DSN Bd.
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SC COMMISSION ON DISABILITIES AND :
Commission Meeting
February 20, 2014

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

1. BRENT PARLER Marlboro DSNB

2. J-L Hitchman Facility Administrator

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SC COMMISSION ON DISABILITIES AND
Commission Meeting
February 20, 2014

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

- 1. *J. N. King* *DDSN*
- 2. *Jason Tavarner* *LEDSNB*
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SC COMMISSION ON DISABILITIES AND
Commission Meeting
February 20, 2014

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

- 1. Michelle Shaffer - YCBDSN
- 2. JADICE FLOWLER - YCBDSN
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SOUTH CAROLINA COMMISSION ON DISABILITIES A

A G E N D A

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

February 20, 2014

10:00 A.M.

1. Call to Order *Chairman Fred Lynn*
2. Welcome - Notice of Meeting Statement *Commissioner Harvey Shiver*
3. Invocation *Commissioner Christine Sharp*
4. Introduction of Guests
5. Adoption of Agenda
6. Approval of the Minutes of the January 16, 2014 Commission Meeting
7. Public Input
8. Report from DSN Boards *Mr. Jimmy Burton*
9. Commissioners' Update *Commissioners*
10. Business:
 - A. Post Acute Rehabilitation Funding *Mrs. Susan Beck*
 - B. Waiting List Report Update *Mrs. Susan Beck*
 - C. Consideration of Bids *Mr. Tom Waring*
 1. Coastal Center – Gymnasium Roof Replacement
 2. Request for Right-of-Way Encroachment at DuPont I
Community Residence, Aiken, SC
 - D. DDSN Intake Process *Dr. Beverly Buscemi*
 - E. Provider Payment Process for MTCM and WCM *Dr. Beverly Buscemi*
11. State Director's Report *Dr. Beverly Buscemi*
12. Executive Session
13. Next Regular Meeting Date (March 20, 2014)
14. Adjournment

PLEASE SILENCE CELL PHONES DURING THE MEETING. THANK YOU.

**South Carolina Department of Disabilities and
Post-Acute Rehabilitation Funding for Individuals with
Traumatic Brain Injury (TBI) and/or Spinal Cord Injury (SCI)**

2/1/2008 - 1/31/14

Total Funding Authorized:	\$10,164, 523	
Total Individuals Funded:	196	114 TBI; 82 SCI
Applicants Not Approved Due to Not Meeting Eligibility Criteria:	31	22 TBI; 9 SCI

FY-2014: 7/1/2013 - 1/31/14

Total Funding Authorized:	\$1,198,576	
Total Individuals Funded:	29	21 TBI; 8 SCI
Applicants Not Approved Due to Not Meeting Eligibility Criteria:	3	2 TBI; 1 SCI

FY-2014 Initiatives to Increase Qualified Providers and Access for Patients Statewide

Roper Rehabilitation Hospital (Charleston) - \$150,000
Support to achieve CARF specialty certification for TBI and SCI Programs

Roger C. Peace Rehabilitation Hospital - \$150,000
Support to expand CARF specialty certification to SCI Ventilator Patients

Rehab Without Walls - \$75,000
Support to add in-home treatment teams in Midlands, Pee Dee and Low Country areas

Carolinas Rehabilitation Hospital - \$50,000
Support for outreach to patients in Midlands, Pee Dee and Low Country areas

Roger C. Peace Rehabilitation Hospital - \$50,000
Support for outreach to patients in Midlands, Pee Dee and Low Country areas

South Carolina Department of Disabilities and Special Needs

Waiting List Updates

Movement of Waiver Waiting Lists Interpretation Guide

1. Column 2: For the given time period, # of slots were awarded to new consumers.
2. Column 3: As of the earliest date of this period, the next person awarded was # on the waiting list.
3. In general, some individuals on the waiting list were not able to be located, no longer wanted the slot or have been served some other way and so the list has moved more than the designated # of slots awarded when these individuals were removed from the list.

**MOVEMENT OF WAIVER WAITING LISTS:
Community Support Waiver Waiting List Quarterly Report
(July 1, 2013 to January 31, 2014)**

WAIVER WAITING LIST	NEW CONSUMERS SERVED (slot movement)	NEXT PERSON TO BE AWARDED A SLOT ON THE WAITING LIST WAS THIS NUMBER ON JULY 1, 2013
COMMUNITY SUPPORT	605	516

PREVIOUS FISCAL YEAR TOTALS:

COMMUNITY SUPPORTS WAIVER WAITING LIST	NEW CONSUMERS SERVED (slot movement)
TOTAL FISCAL YEAR 2012 (July 1, 2011 to June 30, 2012)	607
TOTAL FISCAL YEAR 2013 (July 1, 2012 to June 30, 2013)	422
TOTAL FISCAL YEAR 2012 and 2013 (2-YEAR TOTAL)	1,029

South Carolina Department Of Disabilities Special Needs
 Critical List Activity For 12/31/2013 Through 1/31/2014

	As Of 12/31/2013 -----	Added During The Period -----	Removed During The Period -----	As Of 1/31/2014 -----
Coastal	7	3	8	2
Midlands	12	12	6	18
Pee Dee	4	4	4	4
Piedmont	16	9	9	16
	-----	-----	-----	-----
Total:	39	28	27	40
	=====	=====	=====	=====

South Carolina Department Of Disabilities & Special Needs

Community Waiting List			
	6/30/12	6/30/13	1/31/14
Critical	50	45	40
Priority One	321	297	290
Other	1677	1679	1660
Total	1998	1976	1950
Day Supports Waiting List			
	6/30/12	6/30/13	1/31/14
Day Program (Center Based)	987	968	961
Job Coach	183	175	173
Other	182	175	182
Total - Unduplicated	1288	1259	1255
Regional Centers Waiting List			
	6/30/12	6/30/13	1/31/14
Priority One	1	1	0
Other	23	21	20
Total	24	22	20
Intellectual Disability/Related Disabilities (ID/RD) Waiver Waiting List			
	6/30/12	6/30/13	1/31/14
ID/RD - Critical	0	0	0
Autism - Critical	0	0	0
Total - Critical	0	0	0
ID/RD - Regular	2726	3399	3832
Autism - Regular	614	856	996
Total - Regular	3340	4255	4828
Total	3340	4255	4828
Head & Spinal Cord Injury (HASCI) Waiver Waiting List			
	6/30/12	6/30/13	1/31/14
HASCI - Critical	0	0	0
HASCI - Regular	393	385	360
Total	393	385	360
Pervasive Developmental Disorder (PDD) Waiver Waiting List			
	6/30/12	6/30/13	1/31/14
Total	812	1009	1250
Community Supports Waiver Waiting List			
	6/30/12	6/30/13	1/31/14
Total	3233	3787	4033

**CONSIDERATION OF BID
COASTAL CENTER
GYMNASIUM ROOF REPLACEMENT
COASTAL REGION
STATE PROJECT NO. J16-9866**

This project includes removing existing low slope (modified bitumen membrane) and steep slope (fiberglass shingles) roof systems down to the existing structural deck and providing new roof systems along with sheet metal flashing and accessories to provide a complete, watertight, warrantable roof assembly. Alternate No. One includes tuck pointing of all masonry joints in damaged area of brick parapet wall.

Severe winter weather with snow and ice accumulation on the roof has accelerated deterioration of the low sloped roofing, creating active leaks that cause additional roof deck damage and pose significant safety issues if unaddressed with prudent forward progress to repair. Therefore, on February 6, 2014, DDSN declared an emergency and proceeded swiftly with contract award. The contractor is preparing submittals and ordering materials so that commencement of the work can begin as soon as possible.

A contract was awarded for the **Base Bid** and **Alternate No. One** to **Roofco, Inc.** of **Sumter, South Carolina** in the amount of **\$139,300.00.** SCDDSN has worked with this contractor on several previous projects.

Confirmation of the contract award is requested.

BASE BID:	\$134,300.00
ALTERNATE NO. ONE:	<u>\$ 5,000.00</u>
CONTRACT AMOUNT:	\$139,300.00

Attachment: Bid Tabulation

Funds: Debt Service

Bid Date: January 31, 2014

Date: January 31, 2014

PROJECT NO.: J16-9866
 PROJECT NAME: Coastal Center Gymnasium Roof Replacement
 PROJECT DESCRIPTION: Roof Replacement

ARCHITECT/ENGINEER: REI Engineers

BID DATE: Tues., 1/31/14
 TIME: 2:00 p.m.
 LOCATION: SCDDSN, Central Office, Rm. 247

SCDDSN Engineering and Planning
 3440 Harden St. Extension
 Columbia, SC 29203
 Phone: (803) 898-9796
 Fax: (803) 832-8188



BID TABULATION

	CONTRACTOR NAME	BID SEC	Adden. No. 1	Adden. No. 2	Adden. No. 3	BASE BID	ALTERNATE #1	TOTAL	SUBCONTRACTORS
1	Roofco, Inc. of Sumter Sumter, SC	✓	✓	✓		\$134,300.00	\$5,000.00	\$139,300.00	Shingle Roofing: Roofco, Inc. Masonry: 21st Century Waterproofing Modified Bitumen: Roofco, Inc.
2	C.E. Bourne & Co., Inc. Greenwood, SC	✓	✓	✓		\$153,680.00	\$4,500.00	\$158,180.00	Shingle Roofing: C.E. Bourne & Co., Inc. Masonry: 21st Century Waterproofing Modified Bitumen: C.E. Bourne & Co., Inc.
3	Branks General Contractors, LLC Johns Island, SC	✓	✓	✓		\$163,900.00	\$1,800.00	\$165,700.00	Shingle Roofing: Coastal Roofing Co., Inc. Masonry: Branks General Contracting, LLC Modified Bitumen: Coastal Roofing Co., Inc.
4	Keating Roofing & Sheet Metal Co. Charleston, SC	✓	✓	✓		\$165,217.00	\$3,000.00	\$168,217.00	Shingle Roofing: Keating Roofing Masonry: R & J Masonry Modified Bitumen: Keating Roofing
5	Tecta America Carolinas, LLC Indian Trail, NC	✓	✓	✓	✓	\$173,126.00	\$5,800.00	\$178,926.00	Shingle Roofing: Tecta America Carolinas, LLC Masonry: 21st Century Waterproofing Modified Bitumen: Tecta America Carolinas, LLC
6	Team Roofing, Inc. N. Charleston, SC	✓			✓	\$188,350.00	\$4,500.00	\$192,850.00	Shingle Roofing: Tri County Roofing Masonry: Team Roofing Modified Bitumen: Team Roofing
7									Shingle Roofing: Masonry: Modified Bitumen:

Andrew Tharin
 Andrew Tharin, P.E., Project Manager

Shirley Wilson
 Witness

**REQUEST FOR
PERMISSION FOR RIGHT-OF-WAY ENCROACHMENT
AT DUPONT I COMMUNITY RESIDENCE
127 DUPONT DRIVE
AIKEN, SC
FROM
DUPONT LANDING, LLC
DEVELOPER OF AFFORDABLE HOUSING**

DuPont Landing, LLC requests DDSN permission for Bennett Avenue extension radius to encroach 12.4 feet along the front right-of-way at DuPont I Community Residence in Aiken, SC.

Forty-four single-family homes will be developed by a joint venture to build the units on land located south of DuPont Drive. The land is owned by Second Baptist Church, whose vision for the community was to build affordable housing.

DDSN staffs reviewed the request, and anticipate no detriment to State property in granting the right-of-way encroachment request. To address safety concerns regarding potential foot traffic through State property as new neighborhood pedestrians travel to school and other places, the developer has agreed to participate in the cost of installing a fence along the sides and rear property lines of DuPont I & II.

Pending Commission approval and receipt of formal request letter from DuPont Landing, LLC, DDSN will submit the request to South Carolina Budget & Control Board for consideration at the April 29, 2014 meeting.

Commission approval of right-of-way encroachment is requested.

Date: February 11, 2014