

**Florence County Commission on Alcohol and Drug Abuse
DBA Circle Park Behavioral Health Services
Board of Directors Meeting
March 21, 2023**

Call to order: Circle Park Behavioral Health Services Board of Directors' meeting was called to order at 6:00 PM on March 21, 2023, at Circle Park BHS, with David Milligan, Co-Chairman, presiding over the meeting in the absence of Chairman Joey McMillan.

Board Members in Attendance: Rev. Ralph Singletary, Marshal Rainey, Carolyn Caudle, Charles Munn, David Milligan, Audrey Davis, and Dawn Munn.

Board Members not in attendance: Joey McMillan, Chairman, Elizabeth Thomas, Carla Angus and Tim Harris.

Circle Park Staff: Clyde Nance, Chief Executive Officer

Approval of minutes: David Milligan presented the minutes of the December 15, 2022, meeting and asked for objections to the minutes as presented. Hearing none, Charles Munn made a motion to approve the minutes. Rev. Ralph Singletary seconded. Motion carried.

Reports:

Corporate Compliance/ HIPAA

- Clyde reported there were no issues to report at this time.

Financial Report

- **Audit Update:** We received our FY22 Audit in late February and it was considered a clean audit. The board was supplied a copy of the audit for their review.
- **Financial Update:** Our financial accounts remain firm. We recently received reimbursement from MUSC for the majority of the invoices owed. We are currently working on our FY24 budget and DAODAS's projections provide us an additional \$100,000 in support of the Chrysalis Center.
- **Williamsburg Update:** Williamsburg County is moving towards 50 active patients and beginning to bill roughly \$1500 per week. We anticipate them billing \$50,000 – \$60,000 by the end of FY23. Clyde has met with Kelvin Washington, current Williamsburg County Supervisor in regard to our current contract and the potential for an FY24 contract. The greatest challenge currently is that we do not have a Kingstree location for our services. We have received the SCORF funding from Williamsburg County and are currently implementing the SCORF project.
- **SCORF Funding/Opioid Settlement:** We prepared and submitted a SCORF discretionary grant requesting funding for a mobile treatment services unit to serve the Lake City and Kingstree areas. We will know the result of this request in late spring or early summer.
- **DAODAS Update:** We continue the transition from Russ Terrell to Campbell Accounting Solutions for our financial oversight. The process seems to always move a little slower than we would hope, but we think this can be completed prior to the

end of FY23. We continue to work closely with DAODAS to ensure that our transition is successful.

Programmatic Reports

- Treatment
 - New admission numbers continue to significantly drop nationwide, and we have experienced this also, but not quite at the levels seen by our peer agencies. We have recently worked to remove barriers to our services to include the use of telehealth with our Williamsburg County staff to ensure patients are seen as quickly as possible.

- Prevention
 - We continue to receive increasing requests from school districts in the county for presentations in school, most often in regard to vaping. We will also be doing presentations involving upcoming proms in the community supported by an aggressive media campaign. We may be returning to normal levels of engagement with schools by the start of the FY24 school year.

- Chrysalis
 - Chrysalis Center census remains strong. We are currently running a census of about 14 on a monthly basis. We also recently received news that DSS is increasing our reimbursement for bed days from \$62 per day to \$160 per day. This request has been ongoing for many years and its approval could generate an additional \$100,000 in revenue for the Chrysalis Center over the course of a year.

Board Administrative Updates

- FY24 County Strategic Plan: The FY24 County Strategic Plan proposal was shared with the board. The needs assessment data was reviewed with the resulting agency's priorities identified. The board supported the proposal with no issues discussed.
- Board Membership updates: Clyde thanked everyone that was able to participate in the Board Seminar at Kingston Plantation. We will continue to work on our board membership updates. Currently we need to fill one recent resignation. We will be working with Florence County Council prior to our next board meeting in order to do so.

New Business/Announcements

- Clyde brought several board recognition items for the group to review and give comments on. Also, discussed some potential plans for celebrating the 50th year anniversary of Circle Park to be recognized later this summer and fall.
- Clyde shared that he wanted to take a moment to recognize the passing of former Florence City Police Major Carlos Raines. Clyde shared how supportive he had been of not only our Prevention Services and Florence County Coalition's mission over many years, but Circle Park as a whole. It was agreed for the agency to send a

memorial in honor of Major Raines for his service to the agency, the coalition, our patients and the community as a whole.

Adjournment

A motion was made by Charles Munn to adjourn the meeting. Rev Ralph Singletary seconded the motion. The meeting was adjourned at 7:00 PM.

Next meeting is May 16, 2023, at 6 PM at Circle Park BHS.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Elizabeth Thomas". The signature is stylized and cursive, with a large initial "E" and "T" on the left side.

Elizabeth Thomas, Secretary