BHSPC

Behavioral Health Services of Pickens County

...where change begins

BOARD MEETING MINUTES
AUGUST 13, 2025

The Board of Behavioral Health Services of Pickens County held its monthly meeting on Wednesday, August 13, 2025 at 12:00 p.m. in the BHSPC Board Room at the agency located at 208 East 1st Ave., Easley, South Carolina. All attendants were in-person.

Item I. Call to Order. Tobias Vogel, Chairman, called the meeting to order, and established that a quorum of voting members was present.

Item II. Public Input. There was no one present for public input.

Item III. Approval and Adoption.

A. August 13, 2025 Agenda. Pamela Winters made a motion to amend the August 13, 2025 Agenda by moving Adjournment to after the Executive Session on this and future agendas. Ernie Dandeneau seconded. The motion carried unanimously.

B. June 11, 2025 Board Meeting Minutes.

C. July 7, 2025 Called Board Meeting Minutes.
Ernie Dandeneau made a motion to approve and adopt the minutes from the June 11, 2025 Board Meeting and the July 7, 2025 Called Board Meeting as presented. Pamela Winters seconded the motion. The motion carried unanimously.

Item IV. Financial Report.

A. Baird Update – Kyle Walker and Sara Holler. Mr. Walker introduced Sara Holler as a new associate with Baird. Ms. Holler has an extensive background in investments and will be assisting with the agency's portfolio. Ms. Holler stated that the market could explode in the next 5 to 10 years and it is recommended to maintain a diversified portfolio, moving any extra funds from checking into investments, while keeping enough funds in liquid accounts to cover cash flow deficits. Historically, the agency's portfolio has included some Large Cap Equity investments, which have performed well, including a 7.34% return last year.

B. BHSA Agency Financial Health Audit Results. Ms. Farmer reported that the results from a new audit offered by BHSA had been completed and reviewed with several staff members. Christina Coker, a CareLogic expert, conducted the audit and surveyed the agency's performance based on CareLogic requirements back to 2013. Overall, the results were impressive. Ms. Coker reported that our agency is doing a good job, with a very low error rate. Tracy Wade, Administrative Specialist in the billing area, is to be commended for her efforts in CareLogic billing practices and making sure that all services allowed are billed correctly. Ms. Coker stated that clinicians need to mark all activities in CareLogic schedules as "kept." Ms. Farmer reported that it was astonishing how much was written off client accounts due to the sliding scale fee structure. This fee schedule is necessary in order for the agency to qualify for NHSC (National Health Service Corp) participation. NHSC is the federal program that provides assistance with paying student loan debt for licensed clinicians in exchange for a contractually obligated time of employment.

C. Staff Bonus Recommendation. Ms. Farmer stated that she feels that the agency needs to consider rewarding staff with a monetary bonus. With budget constraints, it isn't feasible to consider a cost-of-living increase at this time. A bonus would be a one-time expense that would reward staff for their hard work, especially during the facility transition period. Ms. Farmer stated that she and Director of Financial Services, Carly Davidson, has considered the financial impact of three different options that would provide staff a bonus based on a tiered process, dependent upon time of service. After some discussion, Douglas Clamp made motion to approve a staff bonus, with the amounts to be determined and presented by the Financial Resources Committee. Tracie Freeman seconded the motion. The motion carried unanimously.

Angela Famer referred to Carly Davidson, Director of Financial Services, for an overview of the Financial Reports for May 2025, June 2025 and the Quarterly Profit and Loss Statement covering the period July 2024 through June 2025. Ms. Davidson reported that there was nothing out of the ordinary on the May or June Financial reports. She referred to the Profit and Loss Statement and reported that it reflects operational expenses and revenues and did not take into consideration income and expenses related to the new facility. The Profit and Loss Statement indicates the agency may finish the fiscal year at over a $400K deficit, after applying the anticipated Excise Tax revenues and some revenues coming from OSUS (formerly DAODAS) and MUSC. The Financial Reports for May and June 2025 and the Profit and Loss Statement for the period covering July 2024 through June 2025, were accepted as information pending the audit.

Item V. <u>Program Report.</u> Ms. Farmer reported that there seems to be some discrepancies on the Program Reports for June and July, 2025. The reports indicate a 4.59% decrease in Total Client Served for June and a 9.38% increase for July, even though more program increases were reported in June. Ms. Farmer stated that she and Susanna Deming will research the reports utilized to extrapolated from the CareLogic program to ensure the correct parameters are being set and correct data is being reflected on the program reports. Ms. Farmer stated that she and Ms. Deming feel sure the activities in the School Counseling Program in Adolescent Services have increased. Ms. Farmer and Susanna Deming will continue to monitor the activities reported on the Program Reports. The reports were accepted as information.

Item VI. <u>Pickens Properties Update.</u>

A. Update on Contract Progress on 311 East Main Street, Pickens. Ms. Farmer reported that the buyer of 311 East Main Street is in the due diligence period, which will conclude on or before October 15, 2025. There have no issues reported.

B. Update on Sale of 303 East Main Street, Pickens. Ms. Farmer reported that there has been no new indication of interest in the building located at 303 East Main Street, Pickens.

C. Improvements at 318 East Main Street, Pickens. Ms. Farmer reported that the satellite location building at 318 East Main Street, Pickens needs some improvements. The building needs painting and eventually the carpet, which was installed in 2008, needs to be replaced with something requiring less maintenance, such as laminate flooring. The small offices in the front portion of the building are carpeted. The maintenance contractors for the agency are providing the paint services on an incremental basis, as time allows. Ms. Farmer will keep the Board updated on the improvements to the 318 building.

Item VII. By-Laws Revisions. Tobias Vogel reported that the By-Laws Committee would be meeting soon to review the suggested changes to the Board By-Laws. The By-Laws Committee consists of Tobias Vogel, Tracie Freeman, Jessica Merrill and Pamela Winters.

Item VIII. Board Member Reappointments. The appointments of Douglas Clamp, Mary Babb and Rhonda Billingsley are due for County Council reappointment for 2026. Douglas Clamp and Rhonda Billingsley have already submitted their applications and other necessary forms to County Council. Mary Babb has chosen to not seek reappointment. Ms. Farmer stated that she is aware of a couple of applicants who have filed their applications with County Council.

Item IX. Disaster Preparedness Policy. Ms. Farmer reported that Roslyn Holcombe and Hunter Allen recently completed an intensive disaster preparedness training offered through the Pickens County United Way. The training instructor was the former Charleston Police Chief, Gregory Mullen, who was in office during the 2015 church shooting, in which there were 9 fatalities. Mr. Mullen provided the participants with a template to create a disaster preparedness plan and policy. This will be a large inclusive document once completed that will include response outlines for multiple disasters. The plan necessitates recording vendors and their contact information, who would need to be contacted in the event of a disaster in order for the agency to resume or continue services. The plan also suggests that arrangements be made with multiple facilities in the area that could potentially provide the agency a temporarily service location if the facility were destroyed or deemed unsafe. The completed document will be presented to the Board for review and consideration of approval as a policy change.

Item X. Update on Restructure/OSUS (Office of Substance Use Services). Angela Farmer reported that DAODAS has now been renamed OSUS (Office of Substance Use Services). OSUS is part of the new cabinet agency called the Department of BHDD (Behavioral Health and Developmental Disabilities), comprising former offices of the Disabilities and Special Needs, Mental Health and DAODAS. A director has not been appointed for BHDD, but the directors of the individual departments continue to hold their individual offices. It is unclear how this restructure will impact OSUS, which may be more like a merger. The FY'26 agency contract with OSUS has been received and appears to be as expected. Ms. Farmer reported that she has spoken with the local Mental Health office Director, Vicki Redding, about placing clinician's in each other's facilities. This would be helpful for coordination of services and a true integration of services. Ms. Redding stated that Mental Health has implemented a personnel-hiring freeze statewide until things are more settled with the restructuring. Ms. Farmer will keep the Board updated on any new developments with this item.

Item XI. Old Business.

A. Legislative Update. Angela Farmer reported that BHSA continues to focus on a more equitable method of distribution for funds from OSUS. Ms. Farmer will keep the Board updated on any legislative issues impacting the agency.

B. Research Project. Angela Farmer reported that the Research projects are going well. The Research staff were in the Easley office to conduct a mock patient visit yesterday for the new smoking cessation project, utilizing e-cig products. The team should start recruiting for the project soon. Ms. Farmer will keep the Board updated on the research projects.

Item XII. New Business. There was no new business presented.

Item XVII. Executive Session. Pamela Winters made a motion to excuse staff and call the Board into Executive Session for the purpose of discussing the Executive Director's Performance Evaluation. Mary Babb seconded the motion. The motion carried unanimously. The Board reconvened into public meeting forum and requested that the Recording Secretary return to the room. There was no action taken during the Executive Session to be recorded in the minutes.

Item XVI. Adjournment. There being no further business, Mary Babb made a motion to adjourn. Ernie Dandeneau seconded. The motion carried unanimously.

The next meeting is scheduled for September 10, 2025.

Respectfully submitted,

Roslyn Holcombe

Roslyn Holcombe
Recording Secretary

Members Present In-Person:
Tobias Vogel, Chair
Pamela Winters, Vice-Chair
Douglas Clamp, Treasurer
Rhonda Billingsley, Secretary
Mary Babb
Ernie Dandeneau
Tracie Freeman
Liz Rampy

Members Excused:
Jessica Merrill

Others Present:
Angela Farmer
Susanna Deming
Carly Davidson
Roslyn Holcombe