OAMHC BOARD OF DIRECTORS MEETING MINUTES
August 27, 2026

TOPIC	DISCUSSION	FOLLOW-UP
CALL TO ORDER	The August 27, 2026, meeting of the Orangeburg Area Mental Health Center Board of Directors was called to order by Dr. Melvin Ransom at 1:00 pm in the Bessie Abraham Conference Room at Orangeburg Area Mental Health Center, 2319 Saint Matthews Road, Orangeburg, South Carolina. The meeting was also held virtually via Microsoft Teams.	
APPROVAL OF MINUTES	The minutes of the June 25, 2026, board meeting was approved on a motion by Ms. Nancy Harris. The motion was seconded and carried.	
EXECUTIVE DIRECTOR'S REPORT for AUGUST 2026	Mr. Williams welcomed board members and staff. The agenda and reports to be discussed were shared with board members via email and in person. The Executive Director's Report for August 2026 was presented by Mr. Willliams. The following are highlights from the report: • Reminder board meetings are held on the fourth Thursday of the month via Microsoft Teams and in person (it is preferrable to meet in person). • **Access to Care:** ▪ Mr. Williams explained Access to Care is seeing patients in a timely manner. Reviewed FY26 Access to Care report. The Center's average is 97.05%.	

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EXECUTIVE DIRECTOR'S REPORT for AUGUST 2026 (CONT.)	▪ Mr. Williams noted the Center continues to work on achieving the goal of 100% Access to Care. Mr. Williams and managers closely monitor clinicians to ensure any mistakes are addressed that may cause the report to be incorrect. • **Collaborative Documentation:** ▪ Reviewed the FY26 Collaborative Documentation report. The Center's average is 84.90%. ▪ Mr. Williams noted there is room for improvement. Eighty-five percent of clinical service notes should be completed on the same day. It is stressed to staff that notes must be in the system within a 24-hour time frame. • **Patient Care Hours:** ▪ Mr. Williams explained Patient Care Hours determine if the Center provides services to patients. OAMHC's PCH expectation for FY26 was 860 hours and the state's PCH standard was 780 hours. Reviewed FY26 PCH report. The Center's average is 841.49 hours. ▪ Currently, staff and managers are manually keeping track of PCHs. ▪ The state's current PCH standard has increased to 854 hours. Mr. Williams reported he was a member of the PCH committee and was able to provide input. ▪ Mr. Williams explained that staff are encouraged to schedule at least 6 patients a day. If staff see patients for 240 minutes a day, this will help staff to	

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EXECUTIVE DIRECTOR'S REPORT for AUGUST 2026 (CONT.)	earn 80 hours a month. Mr. Williams noted services are ongoing therefore staff are instructed to continue seeing patients even if they have reached the PCH expectation. ▪ A board member inquired if clinicians have access to complete clinical service notes at home. Mr. Williams reported clinicians currently do not have access to complete notes at home due to security reasons. ▪ A board member inquired how is staff adjusting to Avatar, the new EHR. Mr. Williams reported initially there was some difficulty, but managers continue to encourage staff. There has been improvement but there are still some challenges to overcome and trainings for Avatar are still being offered. ▪ A board member inquired if everything can be completed in Avatar. Mr. Williams explained that yes everything is completed in Avatar including running reports. ▪ A board member inquired the minimum hours clinicians are required to earn each day and how many patients are clinicians required to see per day. Mr. Williams reiterated staff are instructed to see patients for at least 240 minutes/4 hours a day and are encouraged to schedule at least 6 patients a day. Mr. Williams reported this is working to help clinicians meet the PCH standard. ▪ A board member inquired how long it takes clinicians to complete an ICA. Mr. Williams advised it takes the	

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EXECUTIVE DIRECTOR'S REPORT for AUGUST 2026 (CONT.)	same amount of time, an hour and a half to two hours but may be longer depending on the patient and new staff. • **Detention Center Update:** ▪ Mr. Williams reported OAMHC staff is still located in the Orangeburg County detention center. Reviewed the Detention Center Data report. ▪ A board member noted the importance of inmates diagnosed with schizophrenia seeing a psychiatrist. Mr. Williams advised OAMHC does have a psychiatrist in the detention center that sees inmates once a week up to 12 hours a week, two master's level clinicians and a bachelor level clinician in the detention center 5 days a week (37.5 hours a week). ▪ OAMHC is in the process of executing a MOU with the Detention Center. • **Quality Assurance –** OAMHC scored an overall score of 89% during its 3QFY26 Internal Audit. This audit included EMR and the transition to Avatar. • **Recruitment & Vacancies:** ▪ MHP ACT Addiction Counselor position is posted. Mr. Williams noted this is a hard position to fill and the candidate must be certified. ▪ ACT Team Lead – Vacant and in the process of getting approved. ▪ Holly Hill Clinic MHP Adult position – candidate selected and in the process of being hired. ▪ Candidate selected for School-Based Holly Hill.	

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EXECUTIVE DIRECTOR'S REPORT for AUGUST 2026 (CONT.)	▪ Candidate selected for School-Based Bamberg County. ▪ Orangeburg Med Tech position – candidate selected and in the process of being hired. ▪ Orangeburg Clinic School Mental Health position is vacant and awaiting approval to post. The previous School Mental Health clinician is now the Center's IDD (Intellectual and Developmental Disabilities) clinician. ▪ ACT Peer Support – the candidate selected for this position is a former employee from the Santee-Wateree Mental Health Center. Each Community Mental Health Center is required to have three Peer Support Specialists (2 Non-Act and 1 ACT). ▪ Peer Support – waiting for approval to post. ▪ Administrative Coordinator I – has been approved and waiting to be posted. ▪ Orangeburg MHP/MDFT – waiting to be reposted. ▪ Orangeburg has 69 full-time employees and 1 full-time temp employee. ▪ 5 interns - 2 of these interns will be paid interns. Three will be supervised by a licensed counselor (LPC) and two will be supervised by a master's level clinician, depending on the intern's school preference. • **Employee of the Year –** Jacquetta Riley, RN • **<u>New Hires</u>:** ▪ L. Morgan – 6/2/26, MHP DJJ	

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EXECUTIVE DIRECTOR'S REPORT for AUGUST 2026 (CONT.)	▪ D. Godfrey – 6/17/26, MHP Adult (Calhoun County) ▪ A. Williams – 7/17/26, APRN • **Separations:** ▪ ACT Team Lead C. Patterson – resigned effective 8/14/26. • **Community Outreach/Staff Appreciation:** ▪ Community Outreach is ongoing. ▪ Staff Appreciation event was held on 7/16/26. The theme was Tropical Paradise.	
ADMINISTRATOR'S REPORT	The Financial Report was presented by Ms. Shawnta Locks as follows: • **Financial:** o OAMHC ended FY26 in a deficit. As of yesterday, the Center was informed that the FY27 budget has been loaded. The centralization of administrative services has caused things to move slowly. Cost codes have changed due to the agency merger which has slowed completing purchase orders. Despite changes due to the merger and transition to Avatar, the billing department continues to work hard on collecting revenue. o A board member inquired OAMHC's budget for FY27. Ms. Locks and Mr. Williams estimated the budget is between $8.4 – $9.4 million. o A board member inquired if staff would be getting raises. Ms. Locks advised the state budget allows for a 2% raise for state employees.	OAMHC continues to monitor the operational and financial health of the center.

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ADMINISTRATOR'S REPORT, (cont.)	• **<u>Projects</u>:**
	  ○ Working on the last phase of the HVAC system project at the Orangeburg office. The project is tentatively scheduled to be completed in September.
	  ○ A board member inquired what are the Center's project goals for FY2027. Ms. Locks explained things are a little different now that administrative services have been centralized which includes maintenance staff. The HVAC project is the only major project and currently, there are no other major projects planned. There are smaller projects that have been discussed. Projects at the Orangeburg Center and the satellite clinics will be completed as needed.
	• Mr. Williams reported OAMHC has been reassigned to the Lowcountry region (previously assigned to the Midlands region).
	• Ms. Locks shared the passing of OAMHC's former HR Manager, Sharon Culpepper. Mr. Williams noted the Department provided grief support for staff. Ms. Locks reported HR has been centralized and the Central office and Mr. Williams are assisting with HR duties.	

OMH **Deputy Director Report**	Deputy Director Deborah Blalock shared the following updates occurring within the Department of Behavioral Health and Developmental Disabilities: • Ms. Blalock shared her appreciation for Mr. Williams and his team. OAMHC has one of the highest PCHs among the 16 community mental health centers.	

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OMH Deputy Director Report, (cont.)	• The General Assembly has passed the state budget. Staff will receive the 2% raise for state employees, and this will reflect on the check received on September 16, 2026. This check will include retroactive pay from July 1, 2026. After, the September 16th check, staff's new salary will be reflected in regular payroll. • Leadership positions that have been filled: ▪ Brandon Koehler, Chief Financial Officer ▪ Jason Edwards, HR Director ▪ Richard Schreck, Procurement Director ▪ Beth Moore, Communications Director – held first "All Hands-on Deck", an all-agency meeting, on today. Four sessions are being offered today. ▪ A Chief Information Officer was hired, but the candidate declined the offer. The position has been reposted. Another candidate has been selected but has not been announced. • Important clinical positions that have yet to be filled: ▪ The Office of Mental Health Director position posting has been closed, interviews have taken place, and a candidate has been selected but not announced. This position will be different from when it was held by Dr. Bank. The person will not supervise all the mental health services. Instead, the person will supervise programs and policies. Hopefully, the candidate will be announced within the next two weeks. ▪ The Chief Medical Officer position has been posted,	

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OMH Deputy Director Report, (cont.)	closed, offered and a candidate has been selected but not announced. Hopefully the candidate will be announced within the next few weeks. ▪ The State Operations Director position has been posted and advertised but no selection at this time. ▪ A director for the agency (BHDD) will not be chosen until the new governor is elected. • As the Department of Administration has been filling the agency's administrative positions, they have been backing out of the agency's leadership roles but are offering technical assistance. • Avatar continues to be challenging but there is a lot of effort going into working out the issues and making sure staff are keeping up with the training. Ms. Blalock reported of currently not being able to get a lot of reports out of Avatar. The reports are being created and are slowly coming. Therefore, center directors have been become creative and are completing reports manually to stay abreast of their center. • Ms. Blalock announced that she is retiring on January 4, 2027. A succession plan is in place. • Six centers, including OAMHC, has hired an IDD Specialist. Centers are also hiring Substance Use Disorder Specialists to work on the ACT Team (some Centers are hiring more than the ones to work on the ACT Team). • Board members gave kudos to Mr. Williams.	

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OTHER	• No other business to discuss.	
ADJOURNMENT	**A motion was made by Ms. Jarvis for adjournment. The motion was seconded and carried. The meeting was adjourned by Dr. Ransom.**	
ATTENDANCE	**Board Members Present at Meeting:** Sadie Jarvis — Andria Jeffries Nancy Harrison — Samella Capers Dr. Melvin Ransom — Stephanie Moorer William Green — Dr. Sherral Brown-Guinyard **Board Members Present at Meeting (Microsoft Teams):** Judy Harrold — Dr. Sheridan Coleman **Board Members Absent from Meeting:** Lashonda Wright **Staff/Guests Attending Meeting:** Bryant Williams — Shawnta Locks **Staff/Guests Attending Meeting (Microsoft Teams):** Deborah Blalock — Shaunette Lloyd-Raymond	
MINUTES PREPARED BY:	Kimberly Young	