

**Tri-County Community Mental Health Center**  
**Administrative Board Meeting Minutes**  
**January 12, 2026**

**Attendance:**

**Members Present:**

Mr. Clifford McBride   Mr. James Aldridge   Mr. Harvell Parnell   Ms. Billie Sikes   Ms. Angela Johnsn

**Members Absent:**

Ms. Sue Mangum-excused

**Staff:**

Ms. Teresa Meakins-Linn   Ms. Crystal Pressley   Ms. Deborah Blalock

| Topic                                 | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Follow-Up |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>Welcome and Introductions</b>      | Mr. McBride called the meeting to order at 5:30 pm with an invocation by Mr. Aldridge.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |
| <b>Approval of the Minutes</b>        | Minutes were approved as written on a motion by Mr. Parnell and seconded by Ms. Sikes. All in favor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |
| <b>Budget</b><br><br>Crystal Pressley | <p>Crystal discussed the following:</p> <p><b>Budget</b></p> <ul style="list-style-type: none"><li>• Crystal included the November 2025 forecast in the packet. Payroll, expenditures and revenue have been updated based on data for July-November 2025. It is imperative that each billing staff meet PCH, we fully utilize contract doctors and all front office staff obtain and enter accurate insurance information so the center can get paid for the services billed.</li><li>• As of December 31, the center has earned the following percentages of the revenue forecasted on the approved FY26 Budget.<ul style="list-style-type: none"><li>➤ MCO- 37%</li><li>➤ Medicaid- 39%</li><li>➤ Other Fees- 34%</li></ul></li></ul> <p><b>Write offs</b></p> <ul style="list-style-type: none"><li>• October 2025-December 2025</li><li>• Deceased- \$9,179.02</li></ul> |           |

|                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Building and Vehicles</b><br>Crystal Pressley | Crystal discussed the following:<br><b>Buildings</b> <ul style="list-style-type: none"> <li>• The Bennettsville roof was repaired over the Christmas holiday by Rike Roofing Services from Fort Mill, SC. The cost was \$6,250.00. Other quotes obtained were as expensive as 20K.</li> <li>• The Center is returning six vehicles to State Fleet. The request has been made however the vehicles have not been picked up. This will prevent the Center paying \$888.00 plus mileage monthly. The Center has received a replacement for the oldest vehicle, the truck used by maintenance. We will continue to monitor usage and request the vehicles to be returned if not fully utilized to avoid additional strain on the budget.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>Corporate Compliance</b><br>Crystal Pressley  | Crystal discussed the following: <ul style="list-style-type: none"> <li>• The Center received 98% on the annual Corporate Compliance Audit. The Final draft was received by Crystal Pressley on 12/11/25.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Policy Review</b>                             | <ul style="list-style-type: none"> <li>• <b>TCCMHC Mission Statement</b> was reviewed. (copy in file) Mr. Aldridge motioned to approve the policy. Mr. Parnell seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section A Page 01-TCCMHC Legal Requirements</b> was reviewed. (copy in file) Mr. Parnell motioned to approve the policy. Ms. Sikes seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section A Page 03-TCCMHC Leadership Policy</b> was reviewed. (copy in file) Mr. Aldridge motioned to approve the policy. Ms. Sikes seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section B Page 02-TCCMHC Financial Planning and Management Policy</b> was reviewed. (copy in file) Mr. Aldridge motioned to approve the policy. Ms. Sikes seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section C Page 01-TCCMHC Human Resource Development Policy</b> was reviewed. (copy in file) Mr. Parnell motioned to approve the policy. Mr. Aldridge seconded the motion. The motion was carried, and the policy was approved as written.</li> </ul> |  |

|                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                                     | <ul style="list-style-type: none"> <li>• <b>Section D page 04-TCCMHC Patient Input Policy</b> was reviewed. (copy in file) Ms. Sikes motioned to approve the policy. Mr. Parnell seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section G Page 01-TCCMHC Performance Measurement and Management Plan</b> was reviewed. (copy in file) Mr. Aldridge motioned to approve the policy. Mr. Parnell seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section G Page 02-TCCMHC Performance Improvement Policy</b> was reviewed. (copy in file) Ms. Sikes motioned to approve the policy. Mr. Aldridge seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section H Page 01-TCCMHC Rights, Health, and Safety Policy</b> was reviewed. (copy in file) Mr. Aldridge motioned to approve the policy. Mr. Parnell seconded the motion. The motion was carried, and the policy was approved as written.</li> <li>• <b>Section S Page 07-TCCMHC Medical Staff Bylaws</b> was reviewed (copy in file) Mr. Aldridge motioned to approve the policy. Mr. Parnell seconded the motion. The motion was carried, and the policy was approved as written.</li> </ul> |  |
| <b>Old Business</b>                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| <b>New Business</b>                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| <b>Director's Report</b><br><br>Teresa Meakins-Linn | Teresa discussed the following:<br><b><u>Personnel</u></b> <ul style="list-style-type: none"> <li>• Since our last meeting, we have hired for the Marlboro school-based position. Ms. Zandra Samuel will join Tri County Jan. 20th.</li> <li>• Interviews are being held tomorrow (1/13) for the front office support staff position in the Dillon clinic.</li> <li>• We received approval to post the 2 clinician positions in the Chesterfield clinic and have interviews scheduled for 1/23.</li> <li>• There are no other current vacancies.</li> </ul> <b><u>Data from latest TMI report: (November)</u></b> <ul style="list-style-type: none"> <li>• <b>PCH (November)=798.76</b> This was an increase from the previous month (Oct)=733. As Teresa mentioned before, our patient care hours expectation will be increasing for all Centers. Our staff is aware and supervisors are working to address the factors that we feel are impacting our PCH. These are</li> </ul>                                                                                                                                                                                                                                                                                                                       |  |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | <p>things like patient no-show rates, staff cancelled appointments, scheduling and follow-up processes for appointments.</p> <ul style="list-style-type: none"> <li>• <b>Collaborative Documentation (November TMI) = 89%</b></li> <li>• <b>Other TMI Data:</b> YTD access rate <b>96%</b></li> <li>• <b>Our Center's YTD # of patients served=1,564</b> (increase from previous month=1,398) The report Teresa ran on 1/8 shows our number of active patients at 1,322. Breakdown by clinic: <b>Marlboro=470; Dillon=478; Chesterfield=393</b></li> </ul> <p><b><u>Center Activities/Events/Training/Outreach:</u></b></p> <ul style="list-style-type: none"> <li>• <b>Nov 22nd:</b> Teresa Linn was invited by Billie Sikes to give a presentation at Hopewell Baptist Church in Chesterfield. Topic was "Breaking the Silence/Breaking the Stigma" why it's important to talk about mental health.</li> <li>• <b>Dec 8th:</b> Our December Total Staffing was held at the Girl Scout Camp. Staff enjoyed a day that included a mix of training and holiday-themed activities. We thank our Board members for their generous monetary donations. Our training included the following: "Emergency Preparedness" (presenter-Jennifer Self, TCCMHC safety officer); "LAI's" (presenter-Linda Williams, from J&amp;J Empowered Decision Making); "Adverse Incident Report" (presenter-Aimee McGregor, Center Risk Mgr.); "SC Deferred Compensation Plans" (presenter-Lehe Drawdy, Retirement Plan Advisor-Empower Financial Svcs). On the "fun" side of the day, staff enjoyed a delicious catered lunch, drawings for door prizes/gift cards, a silent auction with proceeds benefiting the Wellness committee, an ugly holiday sweater contest, and some friendly team competitions.</li> <li>• <b>Dec 9th:</b> Outreach event at Cheraw Community Center-Annual Senior Citizens Christmas Party. TCCMHC had an info/resource table manned by Clinical Services Chief, Miranda Bailey and Mobile Crisis Staff, Shamika Rowley and Lauren Simmons.</li> <li>• <b>Dec. 16th:</b> (Individual Placement &amp; Support) The IPS Steering Committee meeting was held in the large training room of the Bennettsville office. The meeting was attended by Jennifer Butler, the state IPS program coordinator, our Center IPS program staff, and community partners from Voc-Rehab, Trinity Behavioral Care, and NETC. One of the highlights of the meeting was a very moving testimonial from one of our Tri-County patients who had received IPS services. The patient spoke of her experience working with IPS</li> </ul> |  |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

|                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                                               | <p>as well as the positive impact it had made on her life and in support of her mental health recovery. We received an email from Jennifer Butler the day after the meeting, and Teresa shared a brief excerpt from that message: “Lonnie, I wanted to take a moment to thank you for the outstanding IPS Steering Committee meeting yesterday. The presentation from your client was deeply moving-bringing the room to tears in the best way possible. It was a powerful affirmation of the strong, collaborative relationships you and your team have built with your clients”. The message also acknowledged the engagement and commitment of our community partners and the impact all are making. Teresa was in the meeting and can tell you that it was a powerful reminder that although what we do may be on a smaller scale than some larger entities, the difference being made in the lives of our patients is immeasurable. Teresa was reminded of a quote from Dr. Seuss-“To the world you may be one person, but to one person you may be the world”.</p> <ul style="list-style-type: none"> <li>• <b>January/upcoming:</b> We have multiple days of training scheduled for the new Electronic Health Record (EHR). Our Center superusers have divided staff into groups based on their job duties and are delivering the training in preparation for the go-live of the new system which will be later this year.</li> <li>• <b>Feb. 24th:</b> We will be having mandatory FMLA supervisor training. The in-person training is being provided by HR staff from the Columbia office and will be held here in Bennettsville, in our large training room.</li> </ul> |  |
| <p><b>Deputy Director’s Report</b></p> <p>Deborah Blalock</p> | <p>Ms. Blalock discussed the following:</p> <ul style="list-style-type: none"> <li>• House presentation January 21<sup>st</sup></li> <li>• Proviso-at will employees. Right now, the Executive Directors are on the 4<sup>th</sup> tier and cannot be terminated at will. Proviso will change that. If a chief of staff is appointed then Executive Director will be on the 5<sup>th</sup> tier and will not be at will. More information to come on this.</li> <li>• January 16<sup>th</sup>-3 meetings-overall organizational structure will be shared with the agency. 3<sup>rd</sup> meeting will be with Executive Directors. Policies will be created and centralized with BHDD. Talk of regionalization-only 4 centers. Mental health is owned by the state. Clinics/Centers need to be able to be a one stop shop for mental health, developmental disabilities, and substance abuse.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |

|                       |                                                                                                                                                                                     |  |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Public Comment</b> |                                                                                                                                                                                     |  |
| <b>Adjournment</b>    | <ul style="list-style-type: none"> <li>• The meeting was adjourned at 6: 37 pm on a motion by Mr. Parnell.</li> <li>• Next meeting will be February 9, 2026, at 5:30 pm.</li> </ul> |  |

**Signatures:**

\_\_\_\_\_  
Mr. Clifford McBride, Chair

\_\_\_\_\_  
Ms. Tammy Johnson, Administrative Assistant