

**RICHLAND COUNTY COUNCIL
ADMINISTRATION AND FINANCE COMMITTEE
Tuesday, October 24, 2000
6:00 PM**

PRESENT: Joseph McEachern, Chair; Paul Livingston; Anthony G. Mizzell; Stephen F. Morris; James Tuten

OTHERS PRESENT: T. Cary McSwain, Tony McDonald, Milton Pope, Michielle Cannon-Finch, Marsheika Martin, Monique Walters, Pam Davis, Ash Miller, Mullen Taylor, Rodolfo Callwood, Chief Harrell, David Chambers

Call To Order

The meeting was called to order at approximately 6:33 p.m.

Approval of Minutes

September 26, 2000: Regular Session Meeting and October 3, 2000: Special Called Meeting

Mr. Mizzell moved, seconded by Mr. Tuten, to approve the minutes. The vote in favor was unanimous.

Adoption of Agenda

Mr. Mizzell moved, seconded by Mr. Livingston to adopt the agenda as submitted. The vote in favor was unanimous.

Mr. McEachern stated all unanimous items would be placed on the Consent Agenda.

Awards and Recognition

Resolution: Baseball Team Recognition

Mr. Morris moved, seconded by Mr. Mizzell, to approve the Resolution. The vote in favor was unanimous.

Items for Action

Planning, Business License: Detective Agency Application

Mr. Mizzell moved, seconded by Mr. Livingston, to approve this item. The vote in favor was unanimous.

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IT: Software Maintenance and Support Contract Renewal

Mr. Livingston moved, seconded by Mr. Mizzell, to approve this item. The vote in favor was unanimous.

IT: Addendum to GIS Data Contract

Mr. Mizzell moved, seconded by Mr. Tuten, to approve this item. The vote in favor was unanimous.

County Council: Elected Officials Pay Plan

Mr. McSwain stated the plan has already been adopted in the budget. He stated elected officials received the CPI on July 1st and the remainder of that will go into effect in January after elections. He stated this is to be memorialized in an ordinance and delete the part that is in error currently in the ordinance.

Mr. Morris moved to defer this until the final solution and have it all in one packet. The motion died for a lack of a second.

Mr. Livingston moved, seconded by Mr. Mizzell, to approve this item.

A discussion took place.

The vote was in favor of the motion. Mr. Morris opposed.

Detention Center: Resolution to Rename Detention Center

Mr. Morris moved, seconded by Mr. Morris, to approve this item. The vote in favor was unanimous.

Detention Center: Expansion

A report was distributed to Council.

Mr. McSwain stated the Jail Committee reviewed the report on October 23rd. He briefed the Council on the expansion process and other additions to the new facility.

Mr. Mizzell requested to wait until a report is received on the security issues before discussing this further in full Council.

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Mr. Mizzell moved, seconded by Mr. Morris, to defer this item back to the Jail Committee until the security report is received and then have the Jail Committee make a recommendation for consideration. The vote in favor was unanimous.

Detention Center: Purchase of Two Vehicles

Mr. McSwain stated this request is in the budget.

Mr. Livingston moved, seconded by Mr. Morris to approve this item. The vote in favor was unanimous.

Risk Management: Workers' Compensation Deductible Option

Mr. McSwain stated an agreement has been set up with the S.C. Worker's Comp Trust regarding the deductible.

It was moved and seconded. The vote in favor was unanimous.

Magistrates: Part-time Magistrates' Official Hours/County Benefits

Mr. McSwain stated the County Attorney has determined that the Council sets the hours of the magistrate upon the recommendation of the administration magistrate with the recommendation of the Chief Magistrate. He stated it is not clear whether the hours of work and the total number of hours has been set. Mr. McSwain stated Chief Magistrate Peay has recommended increasing the part time magistrates' hours from 20 hours a week to 30 hours a week.

A discussion took place.

Mr. Livingston moved, seconded by Mr. Mizzell, to forward to council without a recommendation and request the chief magistrate to answer questions at the next council meeting. The vote in favor was unanimous.

Items Pending Analysis

There are no items pending analysis.

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Items for Discussion / Information

Columbia City Jazz Company

Ms. Scott stated this item should have been placed under Items for Action.

Mr. Mizzell moved to reconsider the agenda and add the Columbia City Jazz Company to the agenda as item-K.

After discussion, Mr. Mizzell withdrew his motion.

Mr. Livingston moved, seconded by Mr. Mizzell, to place this item on the agenda under items for action. The vote in favor was unanimous.

Mr. McSwain stated there is a request of \$20,000.00 to take the group to Singapore. He stated the City of Columbia has appropriated \$15,000.00.

Ms. Pam Harpootlian, an associate with the Columbia City Jazz Company, stated there are 28 persons going to Singapore. She briefed Council on the Jazz Company.

A discussion took place.

Mr. Livingston moved, seconded by Mr. Mizzell, to forward to Council without a recommendation for full discussion.

Mr. McEachern requested a funding source at the next meeting.

The vote in favor was unanimous.

Adjournment

The meeting adjourned at approximately 7:10 p.m.

Submitted by,

Joseph McEachern

The minutes were transcribed by Marsheika G. Martin.

Richland County Council Request of Action

Subject: Vehicle Purchase: 27 Marked Crown Victorias

A. Purpose

This item seeks council authorization to purchase twenty seven (27) Crown Victoria automobiles and corresponding equipment packages, to replace aging, high-mileage vehicles.

B. Background/Discussion

The Richland County Sheriff's Department is replacing 1994 and 1995 vehicles with high mileage (100,000+ miles).

A sizable percentage of the fleet of Crown Victorias (marked and unmarked) are in poor condition, both in appearance and performance. By the very nature of the job, these vehicles are driven far more frequently than civilian vehicles. They therefore incur far greater wear and tear, and at a proportionately greater rate than their civilian counterparts. Replacing these vehicles will be more cost effective, as their high mileage requires increasingly greater costs to maintain and operate. Older cars also frequently do not have all the safety features that newer vehicles have.

Not only does age take its toll on vehicles' operations, but on their appearance as well. This adversely affects both the Department and the community. As the vehicles' paint deteriorates with age, the Department cannot project the professional image that the County desires. Deputies also have a more difficult time taking pride in their vehicles, important to morale. The community likewise has a hard time being proud of their Sheriff's Department when they see vehicles in poor condition. Seeing these vehicles may make citizens wonder why these vehicles are in that condition, or why they have not been replaced, or what their tax dollars are paying for.

C. Alternatives

1. Authorize the purchase of the new vehicles.
2. Do not authorize the purchase of the new vehicles.

D. Financial Impact

The costs for each uniform patrol vehicle are as follows:

2000 Crown Victoria	\$ 21,283.00
Astro W5 800Mhz Radio (Mobile)	\$ 2912.00
Whelen Light Bar and Siren	\$ 1142.00
Safety Cage	\$ 319.00
Taxes	\$300.00
TOTAL PER VEHICLE	\$25,956.00

The total expenditure for 27 vehicles is \$700,812.00 This expenditure is from Capital 2010.5313.

E. Recommendation

It is recommended that Council authorize the purchase of twenty-seven (27) marked patrol vehicles.

Recommended by: Hubert Harrell

Department: RCSD Date: 10/24/00

F. Approvals

Finance

Approved by: Darren P. Gore

Date: 10/25/00

Comments:

Procurement

Approved by: Rodolfo A. Callwood

Date: 10/26/00

Comments:

Grants

Approved by: _____

Date _____

Comments:

Legal

Approved as to form by: Amelia R. Linder

Date: 10/26/00

Comments:

Administration

Approved by: J. Milton Pope

Date: 10-26-00

Comments: It is recommended that Council approve this request. All funds have been budgeted.

Richland County Council Request of Action
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Subject: Vehicle Purchase: 6 Unmarked Crown Victorias

A. Purpose

This item seeks Council’s authorization to purchase six (6) unmarked Crown Victoria automobiles and corresponding equipment packages, to replace aging, high mileage vehicles.

B. Background/Discussion

The Richland County Sheriff’s Department is replacing 1994 and 1995 vehicles with high mileage (100,000+ miles).

A sizable percentage of the fleet of Crown Victorias (marked and unmarked) are in poor condition, both in appearance and performance. By the very nature of the job, these vehicles are driven far more frequently than civilian vehicles. They therefore incur far greater wear and tear, and at a proportionately greater rate than their civilian counterparts. Replacing these vehicles will be more cost effective, as their high mileage requires increasingly greater costs to maintain and operate. Older cars also frequently do not have all the safety features that newer vehicles have.

Not only does age take its toll on vehicles’ operations, but on their appearance as well. This adversely affects both the Department and the community. As the vehicles’ paint deteriorates with age, the Department cannot project the professional image that the County desires. Deputies also have a more difficult time taking pride in their vehicles, important to morale. The community likewise has a hard time being proud of their Sheriff’s Department when they see vehicles in poor condition. Seeing these vehicles may make citizens wonder why these vehicles are in that condition, or why they have not been replaced, or what their tax dollars are paying for.

C. Alternatives:

1. Authorize the purchase of the new vehicles.
2. Do not authorize the purchase of the new vehicles.

D. Financial Impact

The costs for each unmarked patrol vehicle are as follows:

2000 Crown Victoria	\$ 20839.00
Astro W5 800Mhz Radio (Mobile)	\$ 2912.00
Whelen Light Package and Siren	\$ 1142.00
Taxes	\$300.00
TOTAL PER VEHICLE	\$25,193.00

The total expenditure for six (6) vehicles is \$151,158.00. This expenditure is from Capital 2010.5313.

E. Recommendation

It is recommended that Council authorize the purchase of six (6) unmarked Crown Victorias in the amount of \$151,158.00 to serve as patrol vehicles.

Recommended by: Hubert Harrell Department: RCSD Date: 10/24/00

F. Approvals

Finance

Approved by: Darren P. Gore Date: 10/25/00
Comments:

Procurement

Approved by: Rodolfo A. Callwood Date: 10/26/00
Comments:

Grants

Approved by: _____ Date _____
Comments:

Legal

Approved as to form by: Amelia R. Linder Date: 10/26/00
Comments:

Administration

Approved by: J. Milton Pope Date: 10-26-00
Comments: It is recommended that Council approve this request. All funds have been budgeted.

Richland County Council Request of Action

Subject: Vehicle Purchase: Marked Dodge Vans

A. Purpose

Council is requested to authorize the purchase of two (2) marked Dodge AB3L13 Van and corresponding light and radio equipment packages for assignment to the Training division of the Richland County Sheriff's Department.

B. Background/ Discussion

The Training Division of the Richland County Sheriff's Department has a need for utility/special purpose vehicles. As part of its duties, the Training division must carry large amounts of equipment such as targets, several hundred traffic cones, weapons, ammunition, etc. This is currently being done very inefficiently with several vehicles. The two vans requested would streamline the process of moving the large amount of training equipment to the various facilities currently used for training.

C. Alternatives

1. Authorize the purchase of the needed vehicles.
2. Do not authorize the purchase.

D. Financial Impact

The cost of each unmarked vehicle is as follows:

2001 Dodge AB3L13	\$ 16571.00
Astro W5 800Mhz Radio (Mobile)	\$ 2912.00
Whelen Light Package and Siren	\$ 1200.00
Taxes	\$300.00
TOTAL PER VEHICLE	\$20,983.00

The total expenditure for two (2) vehicles is \$41,966.00. This expenditure is from Capital 2010.5313.

E. Recommendation

It is recommended that Council authorize the purchase of two (2) unmarked Dodge vans in the amount of \$41,966.

Recommended by: Hubert Harrell

Department: RCSD Date: 10/24/00

F. Approvals

Finance

Approved by: Darren P. Gore

Date: 11/13/00

Comments:

Procurement

Approved by: Rodolfo A. Callwood
Comments:

Date: 11/13/00

Grants

Approved by:
Comments:

Date:

Legal

Approved as to form by: Amelia R. Linder
Comments:

Date: 11/13/00

Administration

Approved by: J. Milton Pope

Date: 11-13-00

Comments: It is recommended that Council approve this request. All funds have been budgeted.

Richland County Council Request of Action

Subject: Vehicle Purchase: Unmarked Pickup Trucks

A. Purpose

This item seeks council authorization to purchase five (5) unmarked Chevrolet Supercrew Pickup Trucks and corresponding light and radio equipment packages for assignment to the Investigative division of the Richland County Sheriff's Department.

B. Background/ Discussion

The Investigative division of the Richland County Sheriff's Department has a need for utility/special purpose vehicles. Burglary investigation often necessitates the hauling of large amounts of recovered stolen property. This includes piles of lumber, large home appliances, furniture, and other items that simply are too large to fit in sedan type vehicles. In some cases in the recent past, investigators have used their personal pickup trucks to haul recovered property. The new vehicles will facilitate the jobs of the burglary investigators.

C. Alternatives

1. Authorize the purchase of the needed vehicles.
2. Do not authorize the purchase.

D. Financial Impact

The cost of each unmarked vehicle is as follows:

2001 Chev Supercrew	\$ 22656.00
Astro W5 800Mhz Radio (Mobile)	\$ 2912.00
Whelen Light Package and Siren	\$ 1100.00
Taxes	\$300.00
TOTAL PER VEHICLE	\$26,968.00

The total expenditure for five (5) vehicles is \$134,840.00. This expenditure is from Capital 2010.5313.

E. Recommendation

It is recommended that Council authorize the purchase of five (5) unmarked Chevrolet Supercrew Pickup Trucks in the amount of \$134,840.

Recommended by: Hubert Harrell

Department: RCSD Date: 10/24/00

F. Approvals

Finance

Approved by: Darren P. Gore

Date: 11/13/00

Comments:

Richland County Council Request of Action

Subject: Vehicle Purchase: Unmarked Crown Victorias

A. Purpose

This item seeks council authorization to purchase four (4) unmarked Crown Victoria automobiles and corresponding equipment packages, for the Victim assistance unit.

B. Background/Discussion

The Victim Assistance unit has expanded the number of investigators and support personnel assigned to it. A number of additional vehicles are therefore needed for the new personnel. Additionally, some of the Jeeps currently assigned to Victims Assistance will be reassigned to other sections of the Investigative Division.

The funding for this purchase is from the special Victim/Witness fund collected from fines assessed to convicted individuals.

C. Alternatives

1. Authorize the purchase of the needed vehicles.
2. Do nothing and continue paying ever increasing automobile service bills and fail to supply necessary vehicles to current personnel.

D. Financial Impact

The cost of each unmarked patrol vehicle is as follows:

2000 Crown Victoria	\$ 21074.00
Astro W5 800Mhz Radio (Mobile)	\$ 2912.00
Whelen Light Package and Siren	\$ 1142.00
Taxes	\$300.00
TOTAL PER VEHICLE	\$25,428.00

The total expenditure for four (4) vehicles is \$101,172.00. This expenditure is from Victim/Witness Funds.

E. Recommendation

It is recommended that Council authorize the purchase of four (4) unmarked Crown Victoria automobiles in the amount of \$101,172 for Victims Assistance.

Recommended by: Hubert Harrell

Department: RCSD Date: 11/13/00

F. Approvals

Finance

Approved by: Darren P. Gore

Date: 11/13/00

Comments:

Procurement

Approved by: Rodolfo A. Callwood
Comments: State Contract items

Date: 11/13/00

Grants

Approved by:
Comments:

Date:

Legal

Approved as to form by: Amelia R. Linder
Comments:

Date: 11/13/00

Administration

Approved by: J. Milton Pope

Date: 11-13-00

Comments: It is recommended that Council approve this request. All funds have been budgeted.

Richland County Council Request of Action

Subject: Alternative Method of Selecting Grand Jurors

A. Purpose

County Council is requested to approve the use of the alternative method of selecting grand jurors for Richland County pursuant to Section 14-7-1910.

B. Background / Discussion

The Grand Jury is composed of eighteen citizens of the community. Six are holdovers and subject to two years of service. The Grand Jury receives information and acts upon indictments for trial. In Richland County, the Grand Jury typically meets three days a month. However, for the last two months, they have been in attendance four days. This is placing an onerous burden on our citizens. (See the letters of support, following, from the Solicitor and the Grand Jury Foreman and Assistant Foreman.) Under the alternative method, a citizen would be subject to only one year's service. Charleston County has already adopted this method and been pleased with the results.

C. Financial Impact

The only financial impact with this new method is \$33.00, the cost of additional postage resulting from mailing one hundred more juror summons twice a year instead of once.

D. Alternatives

1. Approve the request to adopt the alternative method.
2. Do not approve the alternative method and continue to place a burden on our citizens.

E. Recommendation

It is recommended that Council approve the request to adopt the alternative method of selecting grand jurors in Richland County.

Recommended by: Barbara A. Scott Dept.: Clerk of Court Date: November 7, 2000

F. Approvals

Finance

Approved by: Darren P. Gore

Date: 11/08/00

Comments:

Legal

Approved as to form by: Amelia R. Linder

Date: 11/08/00

Comments:

Administration

Approved by: J. Milton Pope

Date: 11-14-00

Comments:

The State of South Carolina



W. Barney Giese
Solicitor

Jonathan S. Gasser
Deputy Solicitor

SOLICITOR
Fifth Judicial Circuit
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1701 Main Street
Columbia, South Carolina 29202

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November 7, 2000

The Honorable Kit Smith, Chair
Richland County Council
Post Office Box 192
Columbia, SC 29202

RE: The Selection of Richland County Grand Jurors

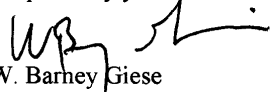
Dear Ms. Smith:

Barbara Scott has informed me that the current members of the Richland County Grand Jury have requested that the Clerk of Court begin using the statutory "Alternate Method of Selecting and Impaneling Grand Juries." This is relatively new legislation that has been passed by the South Carolina General Assembly and approved by the Governor. South Carolina Code of Laws Section 14-7-1960 now effectively limits the term of service of any individual Grand Juror to a twelve (12) month period.

Currently, an individual Grand Juror is subject to a requirement of up to two years of service. Typically these jurors are required to attend the Grand Jury for three to four days each month. This understandably creates a burden for many of the jurors.

I certainly favor any action that accommodates the citizens who are chosen for Grand Jury service. If you have any questions please feel free to contact me.

Respectfully yours,


W. Barney Giese
Solicitor

November 6, 2000

To: Barbara Scott
Clerk of Court

It is the opinion of the members of the present Richland County Grand Jury that the current grand jury system is imposing too great a burden on the citizens who are called upon to serve for one year, with the possibility of also being called for a second year. We feel that this burden is much greater than was anticipated by the authorities who established the system decades ago. Originally it was probably anticipated that citizens would serve only one day per month for one year. As time passed, the population of the county grew and the number of crimes gradually increased. As a result of the increased case load it became necessary to extend the time served for grand jurors to two days per month, and then to three days per month. This year we have been called upon to serve four days on three separate occasions, as well as staying past 5:00 on several other occasions.

A grand jury that serves 3 days per month for one year will serve 36 days altogether. That is equivalent to over seven work weeks, a work week consisting of five days. If the trend to four days per month continues, then soon the grand jury will be serving forty eight days a year, or more than nine work weeks. This is obviously more than can be reasonably expected and much more than was originally intended; therefore, we feel that it is time for a major reform of the system. The reform that we recommend is that the grand jurors be called to serve for a period of six months instead of one year. This will reduce the burden back to something closer to what was originally anticipated when the system was established. It will do much to alleviate the problems and burdens imposed by the present system.

We feel compelled to point out that grand jurors are ordinary citizens representing a cross sec-


tion of the diverse population of our county. They, therefore, have all the problems and burdens that you would expect in such a group. For example, in this session, we had someone who owned her own business and actually had to close the business to attend some sessions. We had one person working two jobs and providing the sole income for her family who was not paid for the time that she had to be absent from the second job. We had professional people who incurred significant financial sacrifice by not being able to be at the office. We had several people in the midst of their careers who had just received promotions to supervisory positions. Time away from work at this critical time was a real problem for them and their employers. Having to stay late created problems for people who had to pick up children at daycare or other places. In short, we had all the problems that you would expect to arise in such a diverse group. The next group can be expected to have a similar situation.

These types of problems can be dealt with much more easily in a shorter term of six months, rather than one year. A six month term would still provide sufficient time for the twelve new jurors to learn how the system operates from the six carry-overs; thus the system would remain self-perpetuating. The reduction to six months would reduce the burden on the jurors to a much more acceptable level. Performing one's civil duty should not constitute a personal or financial disaster for the people called upon, and reducing the term to six months will do much to avoid that.

Jimmy Sellers


Grand Jury Foreman

Michelle Fountain


Assistant Foreman

Richland County Council Request of Action

Subject: Paid Absence for Voting

A. Purpose

This item is to request that the County Council amend Section 2-430 of the Code of Ordinances, entitled ‘Authorized Absences with Pay’ so as to include general elections among the reasons to grant an employee time off, with pay. The length of such leave is limited to the actual time required to vote, generally not more than two hours.

B. Background / Discussion

The current ordinance (codified as Section 2-430(3) in the Code of Ordinances) states that employees shall be excused from duty to vote in primary, run-off or special elections, but does not include general elections. Since a general election was held this year, many employees questioned whether or not they would be allowed time-off to vote. The proposed amendment to the Code of Ordinances would clarify this issue.

C. Financial Impact

None.

D. Alternatives

1. Approve the recommended ordinance to include general elections as a reason for granting county employees a paid leave of absence.
2. Do not approve an ordinance amendment to include general elections as a reason for granting a paid leave of absence.

E. Recommendation

It is recommended that the Council approve the recommended change in the ordinance.

Recommended by: J. Milton Pope Department: Administration Date: 11/3/00

F. Approvals

Finance

Approved by: Darren P. Gore Date: 11/14/00
Comments:

Legal

Approved by: Amelia R. Linder Date: 11/3/00
Comments:

Administration

Approved by: J. Milton Pope Date: 11-14-00
Comments:

**STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. -00HR**

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION; ARTICLE VIII, PERSONNEL REGULATIONS; DIVISION 6, CONDITIONS OF EMPLOYMENT; SECTION 2-430, AUTHORIZED ABSENCES WITH PAY; SO AS TO PROVIDE EMPLOYEES WITH TIME OFF IN ORDER TO VOTE IN GENERAL ELECTIONS.

Pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, BE IT ENACTED BY THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. The Richland County Code of Ordinances, Chapter 2, Administration; Article VIII, Personnel Regulations; Division 6, Conditions of Employment; Section 2-430, Authorized Absences with Pay; Subsection (3); is hereby amended to read as follows:

- (3) Employees shall be excused from duty to vote in a general, primary, run-off, or special election. The absence shall not exceed the time actually required (generally a maximum of two (2) hours).

SECTION II. Severability. If any section, subsection, or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after _____, 2000.

BY: _____
Kit Smith, Chair
Richland County Council

ATTEST THIS _____ DAY OF _____, 2000.

Michielle R. Cannon-Finch
Clerk of Council

First Reading:
Second Reading:
Public Hearing:
Third Reading:

Richland County Council Request of Action

Subject: Wheels – Harbison Area Transit

A. Purpose

Council is requested to approve a resolution recognizing Wheels – Harbison Area Transit and granting approval to operate their service in Richland County in order to apply for a grant.

B. Background / Discussion

In applying for a grant from the South Carolina Department of Transportation (SCDOT), Division of Mass Transit, Wheels – Harbison Area Transit is required to obtain approval from Richland County Council to operate their service in Richland County. Wheels – Harbison Area Transit has been operating since 1987, serving the transportation needs of the elderly and disabled in the Harbison/Irmo area. Please see the following page for more information on this organization.

C. Financial Impact

There is no financial impact to the County associated with this request.

D. Alternatives

1. Approve the resolution recognizing Wheels – Harbison Area Transit to operate in the County.
2. Do not approve the resolution.

E. Recommendation

It is recommended that Council approve the resolution recognizing Wheels – Harbison Area Transit and authorize the organization to operate in Richland County.

Recommended by: staff Department: Administration Date: 11/9/00

F. Approvals

Finance

Approved by: Darren P. Gore Date: 11/13/00
Comments:

Procurement

Approved by: Date:
Comments:

Grants

Approved by: SWright Date: 11/13/00
Comments:

Legal

Approved as to form by: Amelia R. Linder Date: 11/15/00
Comments:

Administration

Approved by: Tony McDonald Date: 11/15/00
Comments: Recommend approval of the proposed resolution.



MISSION

WHEELS - Harbison Area Transit is an inter-denominational Christian ministry providing transportation and fellowship for disabled and senior adults in the Harbison/Irmo/St. Andrews area.

HISTORY

This transportation ministry was originally a mission of Harbison Baptist Church when a grant from the Federal Transit Administration was approved in 1989 for a 12 passenger van equipped with a wheel chair lift. The organization is now a private, non-profit organization operated fully by a group of volunteers from our communities and also representing area churches.

In 1994, WHEELS was recognized by the South Carolina Department of Transportation's Division of Mass Transit as the Best Paratransit Provider for providing outstanding transportation services to citizens with specialized transportation needs.

Also in 1994, WHEELS was approved again under application of a federal grant, and in Mid-1995 received a 15 passenger van modified with a wheel chair lift. This van accommodates 12 passengers and 1 wheel chair person. The old van was then sold to cover the cost of the new insurance and operating expenses.

During the fiscal year July 1998-June 1999, our ministry assisted 10,421 passengers (this is calculated as point to point trips). For example, a person may be picked up, go to the bank, to Bi Lo, and then Kmart, then home; this is considered 4 trips. The van last year

traveled 12,176 miles, and our volunteers gave to the ministry 1,140 hours of their time.

HOW WE CAN HELP YOU

Call our special Wheels Help Line 749-1911, if you or people you know in the Harbison/Irmo/St. Andrews communities require assistance with getting around. We would be pleased to provide transportation services to you or them. This does depend on the number of volunteer drivers we have scheduled and the current service area.

Remember, there is no charge, but rider contributions are welcome and actually provide a great deal of our annual operating support.

HOW YOU CAN HELP US

As a volunteer organization, we are constantly in need of assistance. Everyone who serves this ministry is a volunteer! Ways to help include:

- Transporting passengers as a Driver.
- Serving as a Board Member (one hour monthly meetings)
- Providing financial assistance to defray operating costs.

Our most immediate need is for more drivers – call us if you can make a regular commitment. It's fun and you meet great people! Tax deductible contributions may be sent to Wheels Transit, 248 Tram Road Columbia, Sc 29210. If you request assistance for service or have questions about our service area call us on the Wheels Hot Line 749-1911.

Richland County Council Request of Action

Subject: Privatization of Detention Center Medical Services

A. Purpose

County Council is requested to approve the expenditure of privatization for inmate medical services to Prison Health Services in the amount of \$1,233,789.00.

B. Background/Discussion

In an effort to meet required South Carolina Minimum Standards and American Corrections Association (ACA) Standards for Detention Centers, the Detention Center must provide 24 hour in house medical services for detainees. The Medical Section currently is budgeted for 10 medical positions (LPNs and RNs) to provide medical services. Presently four of these positions are filled and every attempt possible has been made to fill the remaining six positions, but we have not been successful. This year the Detention Center was authorized to hire outside temporary medical help to fill these unfilled positions. Due to our continued shortage of medical personnel we can not provide needed and required medical services and continue to be drawn into litigation. Offered salaries and the working environment of corrections directly affect the hiring of necessary personnel for these positions. Over the years we have never been able to fill our authorized positions, due to these restrictions. Even with the use of our present temporary medical help we continue not being able to have medical personnel here 24-hours a day seven days a week.

C. Financial Impact

The estimated expenditure is \$1,233,789.00. The current medical budget is \$776,429.23, and additional \$457,359.77 will be needed to offset the cost.

D. Alternatives

1. Approve the request to enter into a contract with Prison Health Services in the amount of \$1,233,789.00.
2. Take no action

E. Recommendation

It is recommended that Council approve the request to enter into a contract with Prison Health Services in the amount of \$1,233,789.00.

Recommended by: Joseph Bochenek Dept.: Detention Center Date: November 16, 2000

F. Approval

Finance

Approved by: Darren P. Gore

Date: 11/17/00

Comments:

Procurement

Approved by: Rodolfo A. Callwood

Date: 11/20/00

Comments:

Grants

Approved by:

Date:

Comments:

Legal

Approved as to form by: Amelia R. Linder

Date: 11/20/00

Comments:

Administration

Approved by: J. Milton Pope

Date: 11-20-00

Comments: It is recommended that County Council approve the request to privatize medical services at the Richland County Detention Center. However, additional financial analysis is needed and will be provided to County Council prior to the November 28th Committee meeting.

Richland County Government

County Administration Building
2020 Hampton Street
P.O. Box 192
Columbia, SC 29202



Phone (803) 748-4600
Fax (803) 748-4644
TDD (803) 748-4999

Office of the County Administrator

Memorandum

To: Richland County Council Members

From: J. Milton Pope
Assistant County Administrator

Subject: 24 hour Medical Care at the Richland County Detention Center

Date: 10-23-00

Attached is information that was discussed with the Detention Advisory Committee this morning. The medical component has been an issue of concern and the hired consultant (working in conjunction with the Detention Staff) also addressed this issue.

This information will be discussed along with the Jail Expansion tomorrow night.

: attachment(s)

Financial Summary Sheet

24 Hour Medical Care

PHS Prison Health Services, Inc. Bid	\$1,233,789.00
Richland County Budgeted Medical Cost	\$ 776,429.23
Net Difference	\$ 457,359.77
Annualized Cost This Fiscal Year	\$ 266,793.20
December 1,2000 Start date (This would require a budget amendment)	



PRISON HEALTH
SERVICES, INC.

Suite 300
05 Westpark Drive
enwood, TN 37027

(615) 373-3100

(800) 729-0069

fax (615) 376-9862

u:prisonhealth.com

August 31, 2000

VIA FAX WITH HARD COPY TO FOLLOW

Col. Joe Bochenek
Richland County Detention Center
201 John Mark Dial Drive
Columbia, South Carolina 29209

Dear Col. Bochenek:

To follow up after our visit on Tuesday of this week, summarized below is the impact of the changes to our proposal as we discussed.

Original Proposal Amount	\$1,443,384
Decrease due to staffing changes	(\$ 137,350)
Elimination of 2 Psych RNs replaced by one MH professional	
Elimination of the booking RN	
Substitution of one LPN with the paramedic currently on site	
Reduction due to Psychotropic Medications **	(\$ 72,245)
Revised Proposal for Year One for 890 inmates	<u>\$1,233,789</u>

** The reduction in the proposal for psychotropic drugs is based on the information you provided during our visit and covers a total of 70 inmates taking psychotropic medication. This represents a reduction of 50 inmates from our original proposal. The total cost for providing psych drugs in our REVISED proposal is \$6 PIPM or \$64,000. If the cost of providing psychotropics to the 890 inmates exceeds \$64,000 annually, PHS would ask the County to reimburse us at acquisition cost for any excess usage.

We hope these revisions to our proposal will meet your and the County's need both to reduce the cost of health care services and insure the timely availability of needed services according to national standards. Please don't hesitate to contact me (615 376 1377) or Beverley Wilber directly (561 793 9645) to discuss this further. Colonel Bochenek, we look forward to the opportunity of working with you in the future.

Sincerely,

Lawrence H. Pomeroy
SVP Marketing and Business Development

C: Beverley Wilber
Sara Bradley
Pam Caldwell

Items for Action
Item E.

	Money Budgeted
Doctor Services	\$ 71,500.00
Dentist Services	\$ 15,600.00
Medical Supplies	\$ 190,184.00
Outpatient Services	\$ 119,515.00
Salaries/Benefits: Current Employees	\$117,230.23
P/T Mecal Staffing	\$ 262,400.00
Annual Estimated Expenditure	
 Total	 <u>\$ 776,429.23</u>

Richland County Council Request of Action

Subject: Request for Grant (Full-time) Attorney

A. Purpose

County Council is requested to approve the addition of a full time grant position in the CASA (Court Appointed Special Advocate) office for an Attorney for the remainder of FY 00/01. This position will be requested in the County's FY 2001/2002 budget.

B. Background/Discussion

The need for an additional staff attorney is best exemplified by the extremely high caseload, the desire to offer the most comprehensive services possible, and the federal and state mandates requiring this representation.

- Richland County CASA provides legal services for 550 volunteer and attorney Guardians ad Litem who represent 1,800 children in more than 850 cases of abuse and neglect each year. Services include case planning, preparation, negotiation, and representation in all Probable Cause, Merits, Judicial Review, Permanency Planning, and Termination of Parental Rights hearings, pretrial conferences, motions and trials. A typical week involves trials on Mondays and Tuesdays, pretrial conferences on Wednesdays and Fridays, and hearings all day Thursday. Richland County Department of Social Services, the Plaintiff in all of our cases, has 6 full time attorneys for the same caseload, while RC CASA employees just one.
- An additional attorney would mean increased attention to a reduced number of cases, and would ensure the highest quality of legal representation. This representation will reduce the risk that 1,800 children will remain in dangerous home settings, foster care, or unnecessarily under the jurisdiction of the court.
- SC law mandates that every child whose interests come before the court be appointed a Guardian ad Litem.

RC CASA is the only program in the state that accepts every case of abuse and neglect, making it the model program for South Carolina. We need this attorney to continue the level of service currently provided.

The individual that will occupy this position has been hired by the County as a part-time employee.

C. Financial Impact

There is no financial impact associated with this request. The Board of Directors will pay the salary and benefits for this position for RC CASA, Inc. The \$27,800 required will be reimbursed at the end of the year, or, if needed, can be given to the County up-front.

D. Alternatives

1. Approve the request for the additional FTE (full-time equivalent) for CASA (**FY 2000/2001**).
2. Do not approve this position.

E. Recommendation

It is recommended that Council approve the request for an additional FTE for CASA's Attorney.

Recommended by: Kelly Davis Department: CASA Date: November 15, 2000

F. Approvals

Finance

Approved by: Darren P. Gore

Date: 11/17/00

Comments:

Procurement

Approved by:

Date:

Comments:

Grants

Approved by:

Date:

Comments:

Legal

Approved as to form by: Amelia R. Linder

Date: 11/17/00

Comments:

Administration

Approved by: J. Milton Pope

Date: 11-17-00

Comments: It is recommended that Council approve the full-time attorney for FY 00-01.

Richland County Council Request of Action

Subject: Information Technology Workforce Strategic Plan

A. Purpose

County Council is requested to review as an informational item the Administrative action to adopt and implement the new I.T. Workforce Strategic Plan that has been jointly prepared by the Information Technology Department and Administration. The Plan was reviewed by the H/R Department and appropriate changes were incorporated.

The I.T. Workforce Strategic Plan will be used as a model as Administration works closely with the H/R Department to develop a County-wide Workforce Strategic Plan.

B. Background/Discussion

The County Code assigns responsibility to the County Administrator for the administration and maintenance of the position classification plan. To carry out this responsibility, the Administrator is given the authority to allocate each position to its appropriate class and to amend the salary and job title of positions to conform to changes in the workplace (Section 2-353, County Code of Ordinances).

Furthermore, the Code authorizes the Administrator to revise existing class specifications, reclassify positions to appropriate classes and amend the classification plan to establish new classes to which positions may be allocated (Section 2-354, County Code of Ordinances). It is within these guidelines that the Information Technology (IT) Department's Workforce Plan is being presented.

This report is intended to inform the Council of the plan that is being implemented for the IT Department and to advise the Council that, if successful, the plan, or portions thereof, will be expanded to all departments. This plan will assist the Administrator with the maintenance of the position classification system by allowing a methodical way of appropriately classifying positions, which will, in turn, help to reduce the turnover that the County is currently experiencing.

The County of Richland recognizes the unique requirements for successfully staffing a creative, progressive, and talented Information Technology Department in today's highly competitive technology labor market.

The County shares the following three challenges with local governments across the nation:

- **Recruitment** – It is difficult for local governments to attract talented technology professionals.
- **Retention** – It is difficult for local governments to retain talented technology professionals after they have worked long enough to attain expertise and experience in highly marketable skillsets.
- **Salaries** – It is difficult for local governments to pay competitive salaries in the public sector.

The County recognizes that some local governments across the nation have opted to solve the above three challenges by completely outsourcing their Information Technology Departments to private companies.

The County recognizes that outsourcing and privatizing an Information Technology Department normally costs the taxpayers considerably more (sometimes as high as three or four times more) than what it would cost to maintain a properly managed inhouse operation at competitive salaries. Outsourcing also introduces the risk of an inferior and less effective operation. Therefore, the County has opted to retain an inhouse operation with its Information Technology Department. To accomplish this, the County acknowledges the requisite investment in human capital.

The I.T. Workforce Strategic Plan incorporates various recruitment strategies. Some noteworthy recruitment strategies include using College Interns and partnering with the Vocational Rehab program. For difficult to recruit and/or mission critical positions, this includes the option of paying Agency Finder's Fees, paying Staff Referral Fees, and H-1B Visa sponsorship.

The I.T. Workforce Strategic Plan incorporates various retention strategies. Some noteworthy retention strategies include the option of offering Flex Time, Telecommuting, Job Sharing, Skills Training, Career Ladders and Promotions, Retention Pay, Counter Offers, Competitive Salaries, and the IT STAR Program. The IT STAR Program will be a program where the stars of the I.T. Department will be formally recognized among their professional peers (I.T., STellar Award Recognition).

The I.T. Workforce Strategic Plan incorporates a rigorous and structured methodology for addressing the complex issue of technology salaries in today's highly competitive technology labor market. Some noteworthy highlights from this methodology include formal wage studies that emphasize South Carolina technology salaries. Positions are individually evaluated to document whether vacancies are most likely to require a local recruitment, a state recruitment, a regional recruitment, or a national recruitment. Positions are also individually evaluated to document whether competing employment opportunities are most likely to come from the private sector or the public sector. The goal is to use a rigorous methodology that will reduce and mitigate the high costs that result from I.T. turnover.

The County intends to be a technological leader among local governments in creating opportunities to improve operational excellence to enhance taxpayer services at reduced costs. This emphasizes increasing operational efficiency and effectiveness, and creating an environment conducive to bold innovation. A few examples of current projects that will achieve new efficiencies and effectiveness are: (1) GIS, (2) New Phone System, (3) Reduction of Paper Inefficiencies using Imaging, (4) E-government, and (5) Public Kiosks.

To ensure its technological and operational successes, the County has established the policies and guidelines that are documented in the new I.T. Workforce Strategic Plan. These policies and guidelines provide a framework to solve the challenges of recruitment, retention, and salaries in the technology arena, and to hopefully address all of the possible concerns.

The I.T. Workforce Strategic Plan will be instrumental in providing guidelines that can be extended and adapted to solve County-wide workforce issues. Providing solid solutions to today's workforce challenges will strengthen Richland County as it faces a rapidly changing future.

C. Financial Impact

N/A – Informational item

D. Alternatives

N/A – Informational item

E. Recommendation

N/A – Informational item

F. Approvals

N/A – Informational item