

RICHLAND COUNTY
RULES & APPOINTMENTS
COMMITTEE AGENDA



Tuesday, MARCH 19, 2019

4:00 PM

4TH FLOOR CONFERENCE ROOM

The Honorable Chakisse Newton, Chair

County Council District 11

The Honorable Bill Malinowski

County Council District 1

The Honorable Gwendolyn Kennedy

County Council District 7



Richland County Rules & Appointments Committee

March 19, 2019 - 4:00 PM
4th Floor Conference Room
2020 Hampton Street, Columbia, SC 29204

1. **CALL TO ORDER** The Honorable Chakisse Newton
2. **APPROVAL OF MINUTES** The Honorable Chakisse Newton
 - a. March 5, 2019 [PAGES 7-8]
3. **ADOPTION OF AGENDA** The Honorable Chakisse Newton
4. **INTERVIEWS**
 - a. Richland Memorial Hospital Board – Three (3) Vacancies:
 1. Richard J. Wassermann [PAGES 9-17]
 2. Mary P. Mazzola Spivey [PAGES 18-21]
 3. Raymond Buxton, II [PAGES 22-24]
 4. Bethany Ann Bell [PAGES 25-28]
5. **ITEMS FOR DISCUSSION/ACTION**
 - a. I move that we establish rules for electing persons to serve on Boards/Commissions rather than going by the Parliamentarian's recollections of how it was done in the past with serious consideration to include appointments require a majority of Council member's vote [MANNING] [PAGE 29]
 - b. All Boards and Commissions staffed with volunteer citizens have various opportunities for multiple terms. It has become the practice of the Rules and Appointments

Committee to treat incumbents seeking additional terms exactly the same as new applicants. No "extra credit" is given for an incumbent whose service may have been exemplary. I believe this practice is unfair and potentially detrimental to the welfare of the Boards and Commissions as valuable, experienced individuals are being lost simply because new candidates may have performed better in their 5 - 10 minute interviews. I move that the Rules and Appointments Committee review this situation and begin to provide some type of consideration for candidates seeking additional terms [PEARCE] [PAGE 30]

6. ITEMS PENDING ANALYSIS

- a. Review of Council Rules [PAGES 31-50]

7. ADJOURNMENT



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



Richland County Council
Rules and Appointments Committee
March 5, 2019 – 4:00 PM
4th Floor Conference Room
2020 Hampton Street, Columbia 29204

COMMITTEE MEMBERS PRESENT: Chakisse Newton, Chair and Bill Malinowski

OTHERS PRESENT: Paul Livingston, Michelle Onley and Kimberly Williams-Roberts

1. **CALL TO ORDER** – Ms. Newton called the meeting to order at approximately 4:00 PM
2. **APPROVAL OF MINUTES**
 - a. February 19, 2019 – Mr. Malinowski moved, seconded by Ms. Kennedy, to approve the minutes as distributed. The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Mr. Malinowski moved, seconded by Ms. Kennedy, to adopt the agenda as published. The vote in favor was unanimous.
4. **INTERVIEWS**
 - a. Hospitality Tax – Three (3) Vacancies (Two Applicants must be from the Restaurant Industry) – Ms. Debora D. Lloyd was interviewed for the at-large vacancy on the Hospitality Tax Committee.

Mr. Malinowski moved, seconded by Ms. Newton, to forward to Council with a recommendation to appoint Ms. Lloyd to the Hospitality Tax Committee. The vote in favor was unanimous.
 - b. Accommodations Tax – One (1) Vacancy (applicant must have a background in the Cultural Industry) – Mr. Anthony Lewis was interviewed for the vacancy on the Accommodations Tax Committee.

Mr. Malinowski moved, seconded by Ms. Kennedy, to forward to Council with a recommendation to re-advertising for the vacancy. The vote in favor was unanimous.
 - c. Employee Grievance – Six (6) Vacancies (Must be a Richland County employee; 2 seats are alternates) – Mr. Jeffrey Walker and Ms. Susan Haurston-Hunt were interviewed for the Employee Grievance Committee.

Mr. Malinowski moved, seconded by Ms. Newton, to forward to Council with a recommendation to appoint Ms. Haurston-Hunt to the Employee Grievance Committee. The vote in favor was unanimous.

**Rules and Appointments Committee
March 5, 2019**

-1-

Mr. Malinowski moved, seconded by Ms. Kennedy, to forward to Council with a recommendation to re-advertise for the remaining vacancies. The vote in favor was unanimous.

5. **ITEMS PENDING ANALYSIS**

- a. I move that we establish rules for electing persons to serve on Boards/Commissions rather than going by the Parliamentarian's recollections of how it was done in the past with serious consideration to include appointments require a majority of Council members' vote [MANNING] – No action was taken.
- b. All Boards and Commissions staffed with volunteer citizens have various opportunities for multiple terms. It has become the practice of the Rules and Appointments Committee to treat incumbents seeking additional terms exactly the same as new applicants. No "extra credit" is given for an incumbent whose service may have been exemplary. I believe this practice is unfair and potentially detrimental to the welfare of the Boards and Commissions, as valuable, experienced individuals are being lost simply because new candidates may have performed better in their 5 – 10 minute interviews. I move that the Rules and Appointments Committee review this situation and begin to provide some type of consideration for candidates seeking additional terms [PEARCE] – No action was taken.

6. **ADJOURN** – The meeting adjourned at approximately 4:57 PM.



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant MUST reside in Richland County.

Name: Richard J. Wassermann, MD, MPH, FACS

Home Address: 1400 Adger Road, Columbia SC 29205

Telephone: (home) 803-736-4058 (work) 803-779-1200

Office Address: 1220 Blanding Street, Columbia, SC 29201

Email Address: rjwpsc@bellsouth.net

Educational Background: Doctor of Medicine, Master of Public Health, BA Honors, Healthcare Economics. Please see attached CV.

Professional Background: Board Certified Plastic Surgeon in practice for more than 20 years.

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Richland Memorial Board of Trustees

Reason for interest: In today's complex and rapidly evolving health care environment, I hope to help guide Palmetto Health Richland in fulfilling its commitment to the residents of Richland County, as integration into the larger Prisma Helathcare entity progresses.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:

My professional and educational background, as well as greater than 20 years of clinical practice and the construction and management of my accredited office based surgery center, put me in a position to serve the residents of Richland County.

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? Please see attached CV.

Recommended by Council Member(s): Application in response to public notice

Hours willing to commit each month: 15-25 hours per month

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

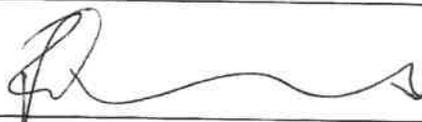
Yes _____ No **X** _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes _____ No **X** _____

If so, describe: _____



Applicant's Signature

12/6/18

Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: <u>12-6-18</u>	Received by: 
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

Curriculum Vitae
Richard J. Wassermann, MD, MPH, FACS

- Current Position** **Plastic Surgery Consultants, LLC – Medical Director**
1220 Blanding Street, Columbia, SC 29201
(803) 779-1200, Fax (803) 779-1220
- 2017 **Allergan Corporation-Consultant-Advisory Board Member**
- 2016-2017 **Life Cell Corporation-Consultant-Advisory Board Member**
- 1997-2018 **Palmetto Health Richland Facial Trauma Call Panel, Columbia, SC**
Member
- 1997-2005 **Richland Memorial Hospital Wound Healing Center, Columbia, SC**
Consulting Physician
- 1997-2002 **University of South Carolina School of Medicine, Columbia, SC**
Associate Professor of Surgery, Division of Plastic and Reconstructive Surgery
Assistant Professor of Surgery (1997-2001)
- University of South Carolina School of Public Health, Columbia, SC**
Adjunct Assistant Professor, Department of Health Administration
- South Carolina Center for Cleft Palate/Craniofacial Deformities, Columbia,**
SC, Attending Plastic Surgeon
- Surgical Training**
- 1994-1997 **University of South Florida College of Medicine, Tampa, FL**
Plastic Surgery Residency
- 1990-1994 **University of Chicago Hospitals, Chicago, IL**
General Surgery Residency
- Personal Data** D.O.B. September 13, 1965, Camden, NJ
Married, three daughters
- Education**
- 1986-1990 **Tulane University School of Medicine, New Orleans, LA**
Doctor of Medicine
A.O.A. eligible, ranked top 25% of class
- 1987-1990 **Tulane University School of Public Health & TM, New Orleans, LA**
Master of Public Health
Major in Health Systems Management
Delta Omega Honor Society
- 1982-1986 **University of Pennsylvania, Philadelphia, PA**
Bachelor of Arts Cum Laude
Honors Major in Economics, Minor in Chemistry
Entered university after junior year of high school

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Curriculum Vitae

Richard J. Wassermann, MD, MPH, FACS

- Professional Societies** South Carolina Society of Plastic & Reconstructive Surgeons, Past President
American Society of Plastic Surgeons, Active Member
American College of Surgeons, Fellow
Plastic Surgery Research Council, Active Member
American Society of Aesthetic Plastic Surgeons, Active Member
South Carolina Medical Association, Member
- Honors** **Teacher of the Year Nominee**, University of South Carolina SOM 2001-2002
Visiting Professor, Division of Plastic & Reconstructive Surgery,
University of Louisville SOM, 08/2000
Commendation for Outstanding Resident Teaching,
University of Chicago Hospitals, 1990/1993
Spirit Award, Lutheran General Hospital, 1991/1993
- Grants** **Human Genome Sciences, Inc.**-Phase II Clinical Trial, PRINCIPAL
INVESTIGATOR- Protocol WHO#4 \$171,000, 2001.
- Aesthetic Surgery Education & Research Foundation**-Cox-2 and TGFB
Isoform Expression in Periprosthetic Capsular Contracture, \$10,000.00, 2001-
2002.
- Immunex Pharmaceuticals, Inc.**-Phase II Clinical Trial, PRINCIPAL
INVESTIGATOR-Protocol #001.0020. \$50,000, 2000-2001.
- Southeastern Society of Plastic & Reconstructive Surgeons**-Breast Reduction
Outcomes, Efficacy and Economic Analysis, \$7000.00, 2000-2001.
Ortho-McNeil Pharmaceuticals, Inc.-Phase IV Clinical Trial, PRINCIPAL
INVESTIGATOR-CAPSS-083, \$75,000.00, 1999-2000.
- Robert Wood Johnson Research Institute**-Phase III, Clinical Trial, CO-
INVESTIGATOR-PDGF-PULC-002, \$75,000.00, 1997-1999.
- Plastic Surgery Educational Foundation**-Reduction of Local Recurrence of
Mammary Neoplasms by Flap Reconstruction, \$5000.00, 1995-1996.
- Professional Certification** 1999 Diplomate, **American Board of Plastic Surgery**, current
1997 South Carolina License, current
1995 Florida License, current
1990 Louisiana License, current

Appointments

- 2011- current **Palmetto Health Breast Center Advisory Committee**, Plastic Surgery Representative
- 2001-2002 **University of South Carolina SOM**, Research Strategic Planning Committee
- 2000-2002 **University of South Carolina SOM**, Research Advisory Council Member
- 2000-2002 **University of South Carolina SOM**, Class Advisor
- 2000-2003 **Advances in Skin and Wound Care**, Springhouse Corporation, Peer Review Panel
- 1999-2002 **University of South Carolina SOM**, M-IV Plastic Surgery Course Co-Director
- 1997-2000 **University of South Carolina SOM**, Curriculum Committee, Department of Surgery Representative
- 1998-2002 **University of South Carolina**, Undergraduate Preprofessional Advisor Committee Member
- 1998-2002 **University of South Carolina SOM**, Capstone Course Director, Plastic Surgery
- 1997 **THINC Faculty Seminar**, Invited Participant, Dallas, TX
- 1995-1997 **American Society of Plastic Surgeons**
Young Plastic Surgeons Committee
Delegate, AMA-Resident Physician Section
Alternate Delegate, AMA-Resident Physicians Section

Research

- Current "OR Variable Demand and Efficiency"
- Current "Prepectoral Breast Reconstruction in Patient's with Elevated BMIs"
- 2001 to 2005 "Modulation of Pro-inflammatory Cytokines in Periprosthetic Capsular Contracture."
- 1999 to Present "Reduction Mammoplasty, Efficacy, Satisfaction and Economic Analysis."
- 1996 to 2002 "Apoptosis Modulation in Wound Healing."

Publications

1. Merrill, J.C., **Wassermann, R.J.**: Growth in National Expenditures: Additional Analyses. Health Affairs; 4(4):91, 1985.
2. **Wassermann, R.J.**: Medical Malpractice Insurance Market Reform: Marginal Cost Pricing and First Party Insurance. Senior Honors Thesis; University of Pennsylvania, 1986.
3. **Wassermann, R.J.**, Saroyan, R.M., Janet, J.C., Kerstein, M.D.: Infra inguinal Revascularization for Limb Salvage in Patients with End-Stage Renal Disease. S Med Journal; 84:190, 1991.
4. **Wassermann, R.J.**, Greenwald, D.: Debilitating Granuloma of the Penis and Scrotum. Ann Plast Surg; 35:505, 1995.
5. **Wassermann, R.J.**, Howard, R., Markee, B., Greenwald, D.: Optimization of the MGH Repair Using a Systematic Algorithm for Tenorrhaphy Evaluation. Plast & Reconstr Surg; 99:1688, 1997.
6. Greenwald, D.P., **Wassermann, R.J.**, May, J.W.: Development and Optimization of the MGH Repair: An Algorithm for Tenorrhaphy Evaluation. Op Tech in Plast & Reconstr Surg; 4:17, 1997.
7. **Wassermann, R.J.**, Greenwald, D.P.: Stenosing Tenosynovitis in Plastic Surgery Secrets. Weinzwieg, J., ed. Hanley & Belfus; Philadelphia, 1998.
8. **Wassermann, R.J.**, Polo, M., Smith, P., et al. Differential Production of Apoptosis-Modulating Proteins in Patients with Hypertrophic Burn Scar. J of Surg Res; 75: 74-80, 1998.
9. Smith, P., Stadlemann, W., **Wassermann, R.J.**, et al. Benign Symmetric Lipomatosis "Madelung's Disease": A Case Report. Ann Plas Surg; 41:671, 1998.
10. Robson, M.C., Maggi, S.P., Smith, P., **Wassermann, R.J.**, et.al. Ease of Wound Closure as an End Point of Treatment Efficacy. Wound Rep Reg; 7 (2): 90, 1999.
11. **Wassermann, R.J.**, Greenwald, D.P.: Stenosing Tenosynovitis in Hand and Wrist Surgery Secrets. Weinzwieg, J., ed. Hanley & Belfus; Philadelphia, PA 1999
12. Greenwald, D.P., **Wassermann, R.J.**, Deluca, L. An Algorithm for Tenorrhaphy Evaluation. Adv Plas & Reconstr Surg; 16, 1999.
13. Daysart, F., Greenwald, D.P., **Wassermann, R.J.**, et al. An Update in Management of Flexor Tendon Injuries. Florida Medical Journal; 86(2) (92-96), 2000.
14. Corarrudias, L.G., Bartlett, R., Barratt, D.M., **Wassermann, R.J.**, Rhino-Orbital-Cerebral Mucormycosis due to "Apophysomyces Elegans" in an Immunocompetent Individual: A Case Report and Review of the Literature. J Trauma; 50 (2): 353-7, 2001.

Presentations

“Body Contouring After Massive Weight Loss Surgery: An Individualized Approach.” Palmetto Health Weight Management Center, Columbia, SC, 08/2016, 11/2005

“Embryology of the Face.” Graduate Genetics Lecture, University of South Carolina, Columbia, SC, 09/2002.

“Value.” University of South Carolina SOM, Pearls of Wisdom Lecture, Columbia, SC 06/2002.

“*The Burden of Lower Extremity Ulcers in the United States.*” Wound Healing Society, Baltimore, MD 05/2002.

“*Cox-2 and TGF-B Isoform Expressions in Periprosthetic Capsular Contracture.*” American Society for Aesthetic Surgery, Las Vegas, NV 04/2002. (American Society for Aesthetic Surgery 2001 Research Grant).

“*Update—Reduction Mammoplasty: Efficacy, Outcomes, and Resource Utilization.*” South Carolina Society of Plastic Surgeons, Columbia, SC 02/2002.

“Embryology of the Face.” Graduate Genetics Lecture, University of South Carolina, Columbia, SC 10/2001.

“*Reduction Mammoplasty: Efficacy, Outcomes, and Resource Utilization.*” Southeastern Society of Plastic Surgeons, Buena Vista, FL 06/2001. (Southeastern Society of Plastic Surgeons Research Grant).

“Breast Reconstruction: An Individualized Approach.” Baptist Hospital Breast Health Center, Columbia, SC, 05/2001.

“Breast Reconstruction—A Personalized Approach.” Reach to Recovery—Health South Rehabilitation Hospital, Columbia, SC 01/2001.

“Embryology of the Face.” Graduate Genetics Lecture, University of South Carolina, Columbia, SC, 09/2000.

“*Growth Factors and Beyond in Wound Healing.*” Visiting Professor, University of Louisville SOM, Division of Plastic Surgery, Grand Rounds, Louisville, KY, 08/2000.

“Economic Impact of Chronic Wounds.” Symposium Chairman—OCC Educational Foundation, Toronto, CAN, 06/2000.

“Distraction Osteogenesis of the Craniofacial Skeleton.” South Carolina Craniofacial Symposium, Columbia, SC, 04/2000.

“Growth Factors and Beyond.” Department of Surgery Grand Rounds, Spartanburg Regional Medical Center, Spartanburg, SC, 03/2000.

“Growth Factors and Beyond.” South Carolina Chapter American College of Surgeons, Columbia, SC, 02/2000.

“A Rational Approach to Wound Healing in the 20th Century.” Family Practice Grand Rounds, University of South Carolina SOM, Columbia, SC, 02/2000.

“Pressure Ulcers – A Rational Approach to Treatment.” Wound Healing Centers of Excellence Symposium, Columbia, SC, 12/1999.

“Diabetic Full Thickness Neuropathic Ulcers.” The Case for Growth Factors, Wounds 2000 Symposium, Columbia, SC, 11/1999.

“Embryology of the Face.” Graduate Genetics Lecture, University of South Carolina, Columbia, SC, 09/1999.

“*Exogenous rh TGF β ₂ Decreases Apoptosis in an In Vivo Human Proliferative Scar Model.*” 3rd Joint Meeting of the European Tissue Repair Society and the Wound Healing Society, Bordeaux, France, 08/1999.

“*Exogenous rh TGF β ₂ Decreases Apoptosis in an In Vivo Human Proliferative Scar Model.*” Plastic Surgery Research Council, Pittsburgh, PA, 05/1999.

“A Rational Approach to Wound Care.” Health Learning Systems, Dallas, TX, 05/1999.

“The Role of Growth Factors in Wound Healing.” Ortho-McNeil Pharmaceuticals, Inc., Consultant, Educational Program, San Francisco, CA, 12/1998.

Research Conference Institute for Tissue Repair, Regeneration & Rehabilitation, Bay Pines, FL, 11/1998.

Maggi, S.P., Smith, P., **Wassermann, R.J.** et al. “Ease of Wound Closure as an End Point of Treatment Efficacy.” Wound Healing Society, Salt Lake City, UT, 06/1998.

“Tumors of the Upper Extremity.” Department of Surgery Grand Rounds, Spartanburg Regional Medical Center, Spartanburg, SC, 05/1998.

“Growth Factors and Beyond.” Hyperbaric Medical Society, HBO Symposium, Columbia, SC, 04/1998.

“Tumors of the Upper Extremity.” Department of Surgery Grand Rounds, Richland Memorial Hospital, Columbia, SC, 02/1998.

“Why Managed Care?” Annual Congress of the South African Society of Plastic and Reconstructive Surgeons, Capetown, SA, 10/1997.

“*Differential Production of Apoptosis Modulating Proteins in Patients with Hypotrophic Burn Scars.*” American Burn Association, New York, NY, 03/1997.

“*Differential Production of Apoptosis Modulating Proteins in Patients with Hypotrophic Burn Scars.*” Plastic Surgery Research Council, Galveston, TX, 02/1997.

“Why Managed Care?” Florida Society of Plastic and Reconstructive Surgeons, Boca Raton, FL, 12/1996.

“A Systematic Approach to Biomechanical Analysis and Design Optimization of Flexor Tenorrhaphy Techniques.” American Society of Plastic Surgeons, Dallas, TX, 11/1996.

“Why Managed Care?” Division of Plastic Surgery Ground Rounds, Oregon Health Sciences University, Portland, OR, 11/1996.

“Dynamic Analysis of Flexor Tendon Repairs in Human Hands: Strength, Toughness and Operator Variability.” American Association for Hand Surgery, Palm Springs, CA, 01/1996.

“Flexor Tendon Repairs: Development of a Superior Technique.” Southeastern Society of Plastic and Reconstructive Surgeons, Ponte Vedre Beach, FL, 06/1995.

**Italics*-denotes scientific abstracts



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Mary P. Mazzola Spivey

Home Address: 1399 Kathwood Drive Columbia SC 29206

Telephone: (home) 803-361-4142 (work) NA-retired

Office Address: retired 07/2017 BCBSSC

Email Address: mpmspivey@gmail.com

Educational Background: BSN Simmons College Boston, MA; MS Health Admin MCPHA
Boston, MA

Professional Background: 26 yrs with BCBSSC, RN (license active), quality improvement,
health care finance and business-attaching abbreviated CV

Male

Female

Age: 18-25

26-50 Over 50

Name of Committee in which interested: Richland Memorial Hospital Board of Trustees

Reason for interest: I believe my experience and talents would be of value & I have the time.

Your characteristics/qualifications, which would be an asset to Committee, Board or
Commission:

Extensive experience in health care finance as well as quality improvement, quality accreditation
and population health. Examples include: NCQA & URAC accreditations; Population health
program development, reporting, evaluation, Primary Care Medical Home and other pay for
performance financing and evaluation strategies, budget development and oversight, company
growth and profitability

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? _____

Recommended by Council Member(s): _____

Hours willing to commit each month: 4-6

CONFLICT OF INTEREST POLICY

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All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes _____ No X _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes _____ No X _____

If so, describe: _____

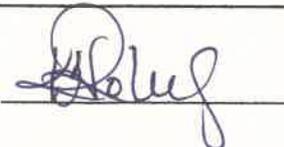
Applicant's Signature

1/2/19
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: <u>1-4-19</u>	Received by: <u></u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved	<input type="checkbox"/> Denied <input type="checkbox"/> On file

MARY P. MAZZOLA SPIVEY

Abbreviated Resume

1399 Kathwood Drive Columbia SC 29206 Phone: 803-361-4142

mmpspivey@gmail.com · [LinkedIn Profile](#)

RN with many years of clinical, administrative and managed care experience. Seeking volunteer or part time duties in community health education, pediatrics, or pediatric oncology. SCRN 55038

EXPERIENCE

1991-JULY 2017 (RETIRED) – BLUECROSS & BLUESHIELD OF SOUTH CAROLINA

2014 – 2017 SR. VP MANAGED HEALTH SERVICES, BCBSSC

Oversight of all medical and health services for private business, including population health, quality improvement, outcomes & accreditation, case management, authorizations, clinical technology, peer review, pharmacy, clinical analysis & reporting, health systems.

2004 – 2014 PRESIDENT & COO, BLUECHOICE HEALTHPLAN OF SC, COLUMBIA SC

Management of all fiscal, marketing, operations (claims, member services, health care services)

1991 – 2004 DIRECTOR-VP MANAGED CARE, BLUECHOICE HEALTHPLAN OF SC, COLUMBIA, SC

Increasing management and clinical responsibilities with healthplan growth from 30,000 to 150,000 members

1987 – 1991 REGIONAL DIRECTOR, SUPERVISOR, CASE MANAGER, CORE MANAGEMENT INC.,

BAXTER HEALTH, THE HEALTH DATA INSTITUTE, BURLINGTON, MA

Began managed care activities (authorization, case management, supervisory responsibilities) for this company which represented a conglomerate of 17 national insurers.

1986 – 1987 HEAD NURSE, FAULKNER HOSPITAL, JAMAICA PLAIN, MA

44 bed medical unit

1982 – 1986 PRIMARY CARE RN, BETH ISRAEL HOSPITAL, BOSTON MA

40 bed medical unit specializing in adult cardiac care and young adult oncology

EDUCATION

1988 MASTERS HEALTH CARE MANAGEMENT, MASS COLLEGE PHARMACY & ALLIED HEALTH

1982 BACHELOR OF SCIENCE IN NURSING, SIMMONS COLLEGE, BOSTON, MA

1991-2017 *Many Management, Clinical & Health Industry Classes*



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Raymond Buxton, II

Home Address: 8 Somersby Court, Blythewood, SC 29016

Telephone: (home) 803 735-0079 (work) 803 318-1028 414-5589 cell

Office Address: 1026 Sumter Street, Suite 101, Columbia, SC 29201

Email Address: rbuxton@schac.sc.gov

Educational Background: B.S. Savannah State University/Graduate study: University of SC

Professional Background: Agency Director

Male Age: Over 50

Name of Committee in which interested: Palmetto Richland Board

Reason for interest: To offer to the Board my leadership skills and abilities developed over the years while directing a State Agency, and to provide to the Board areas of my expertise related to State and Federal Laws involving fairness for all citizens. I feel that I can provide an important service to the community and State in which I live through serving as a member of this Board.

Your characteristics/qualifications, which would be an asset to Committee or Board:

I have approximately 40 years of experience at the State level in the area of Civil Rights Laws and have worked with a number of Federal Agencies during that time. In addition, I have worked with a variety of State leaders to include members of the General Assembly and State Elected Constitutional Officials. During this time I have built a strong agency and have worked with others in a professional and amiable manner to resolve issues and produce positive results. I plan to share these same qualifications and characteristics as a member of the Board.

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? I will devote many years of governance and team building to promote and foster positive outcomes for the Board and its customers.

Recommended by Council Member(s): _____

Hours willing to commit each month: 5 plus hours

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes _____ No X _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes _____ No X _____

If so, describe: _____


Applicant's Signature

 1-25-19
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: <u>1/28/19</u>	Received by: <u>JUMP</u>
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file



APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION

Applicant **MUST** reside in Richland County.

Name: Bethany Ann Bell
Home Address: 578 Aurdale Drive Columbia, SC 29203
Telephone: (home) 813-843-7868 (work)
Office Address: Univ of South Carolina, College of Social Work
Email Address: babelle@sc.edu
Educational Background: PhD, Community health + quant. methods, MPH, BA
Professional Background: Associate Prof College of Social Work @ UofSC
Male Female Age: 18-25 26-50 Over 50
Name of Committee in which interested: Richland Memorial Hospital Board of Trustees
Reason for interest: provide expertise to help board to help improve community health of those served by RMH. I also live less than 1 mile from RMH.
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: please see bio - bio also has more on my educational background.
Presently serve on any County Committee, Board or Commission? no
Any other information you wish to give? please see bio
Recommended by Council Member(s): _____
Hours willing to commit each month: as many as required

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes _____ No X _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes _____ No X _____

If so, describe: _____

[Signature]
Applicant's Signature

11/5/2018
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: <u>11-5-18</u>	Received by: <u>[Signature]</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

Bethany A. Bell, PhD, MPH
528 Avondale Drive, Columbia, SC 29203
813-843-7868; babell@sc.edu

Occupation: Associate Professor, College of Social Work, University of South Carolina

Education: BA in Sociology, Mary Washington College; Master of Public Health in Health Promotion Sciences, University of Oklahoma Health Sciences Center; PhD in Community and Family Health and Educational Research, Measurement, & Statistics, University of South Florida

Relevant service, previous work, and honors: Member, City of Columbia Bicycle Pedestrian Advisory Committee (BPAC); member, Walkable 29203 Advisory Committee; Co-Investigator, Midlands Family Study; Editorial Board Member, Journal of School Health, Journal of School Psychology, Journal of Early Intervention, and Journal of Experimental Education; Early Career Award for Research, UofSC College of Education; Early Career Award for Service, UofSC College of Education; American Education Research Association Division D Early Career Award; AmeriCorps member, National AIDS Fund and American Red Cross; Oklahoma Caring Van Program Coordinator, BCBS Oklahoma Caring Foundation; Reader, Advanced Placement (AP) Statistics Exams.

After graduating from Mary Washington College, I worked for AmeriCorps (often referred to as the “domestic Peace Corps”) for two years. My first year I worked under the National AIDS Fund program; my second year I worked for the Tulsa Chapter of the American Red Cross. During both years of service, I worked in and with communities. For example, as an AmeriCorps member, I trained HIV peer education leaders in high schools across the state of Oklahoma and I taught healthy living habits to children in low-income, high needs elementary schools across the state. After AmeriCorps, I was hired to start a mobile immunization program – Oklahoma Caring Van. Under my tenure, I created and implemented the program in Tulsa, OK and expanded the program to Oklahoma City, OK. Both vans are still in service today.

After establishing the Oklahoma Caring Van program, I entered graduate school at the University of Oklahoma Health Sciences Center. While working on my MPH I was involved in various community-based work – either through research projects or through my work as a community health educator with the Oklahoma City County Health Department. During my doctoral studies at the University of South Florida, most of my community-focused work was through my assistantship with the CDC funded Prevention Research Center. During my work in Oklahoma City, I primarily focused on teen pregnancy prevention and during my doctoral studies projects primarily focused on youth tobacco and alcohol prevention. I also worked on several cancer-related projects with faculty at Moffitt Cancer Center.

Through my academic position at the University of South Carolina, my service efforts vary. I have the traditional service of serving on multiple editorial boards and I have worked on community-based research projects. For example, I was a co-investigator on the Midland’s Family Study – a project that

aimed to identify household- level and community conditions that distinguished households experiencing very low food security from other food insecure and secure households. I have also been awarded multiple awards for my research and service, both at the university level and national level.

As a BPAC member, I regularly participate in various BPAC and City of Columbia sponsored events that promote pedestrians and those who ride bicycles. I am also on the community outreach and education subcommittee and serve as the liaison between BPAC and Columbia Police Department Bike Patrol. My work with BPAC also lead me to serve on the Walkable 29203 Advisory Committee. Walkable 29203 was part of a statewide project, funded by the Centers for Disease Control and Prevention, focused on increasing pedestrian planning efforts throughout the state. A copy of the Master Plan developed from the project is located at https://www.columbiasc.gov/depts/planning-preservation/docs/area_plans/29203_finalpedplan.pdf

Richland County Council Request for Action

Subject:

I move that we establish rules for electing persons to serve on Boards/Commissions rather than going by the Parliamentarian's recollections of how it was done in the past with serious consideration to include appointments require a majority of Council member's vote

Notes:

October 16, 2018 – Motion was made by Councilman Manning.

Richland County Council Request for Action

Subject:

All Boards and Commissions staffed with volunteer citizens have various opportunities for multiple terms. It has become the practice of the Rules and Appointments Committee to treat incumbents seeking additional terms exactly the same as new applicants. No "extra credit" is given for an incumbent whose service may have been exemplary. I believe this practice is unfair and potentially detrimental to the welfare of the Boards and Commissions as valuable, experienced individuals are being lost simply because new candidates may have performed better in their 5 - 10 minute interviews. I move that the Rules and Appointments Committee review this situation and begin to provide some type of consideration for candidates seeking additional terms

Notes:

December 4, 2018 – Motion was made by Councilman Pearce.

The Clerk's Office recommends inviting the Council liaison, for the committee in which an incumbent is seeking an additional term, to sit in during the interview process and/or provide feedback regarding the incumbent's service on said committee.

COUNCIL RULES OF RICHLAND COUNTY

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RULES OF RICHLAND COUNTY COUNCIL

Authority

Pursuant to S.C. Code of Laws, 1976, Section 4-9-110 "... The council shall determine its own rules and order of business..." These rules comply with the provisions of the Home Rule Act.

RULE I: MEETINGS

1.1 Applicable Law

All meetings are to be conducted in accordance with the general law affecting meetings of public bodies and such special laws pertaining to Richland County as remain applicable under South Carolina Law.

1.2 Procedure

In all particulars not determined by these rules or by law, the Chair or other presiding officer shall be guided by "Robert's Rules of Order", most recent edition.

1.3 Open Meetings

All meetings of Council, which include committee, subcommittee, and advisory committee meetings, shall be open to the public except as provided for in Section 30-4-10 et.seq. of the South Carolina Code of Laws, 1976, as amended. All regular and special called meetings of Council will be broadcast on the County's website.

Public notice of regularly scheduled meetings, special called meetings, and committee meetings will be given pursuant to Section 30-4-80 of the South Carolina Code of Laws, 1976, as amended.

1.4 Closed Meetings

The Council may go into executive session after a motion to do so is made, seconded, and receives a majority plus one vote of those members present, as provided for under the South Carolina Freedom of Information Act, as amended.

The Chair shall, in announcing executive sessions pursuant to Section 30-4-70(a) of the Code of Laws of South Carolina, cite the specific code section supporting the executive session. In preparing the agenda, the Chair shall cite the specific code section and shall announce the specific purpose of the executive session.

For the purposes of this section, "specific purpose" means a description of the matter to be discussed as identified in items (1) through (5) of subsection (a) of Section 30-4-70 of the South Carolina Code of Laws, in such terms that the public could identify the parties to a contract, the person being appointed to a public body, the location of any real property being sold or purchased, the parties and specific subject upon which legal advice is being received,

and the subject matter of any administrative briefing. In no event shall the Chair announce the name of a classified employee whose employment is being discussed in executive session or the location of any security devices.

The County Council may hold executive sessions for the purpose of hearing from local and/or state development boards concerning the location of industry when neither the name of the industry nor the location of the property is to be revealed.

1.5 Dates/Times

- a) Regular Meetings- Regular Meetings of County Council shall be held on the first and third Tuesday of each month at 6:00 p.m., unless otherwise scheduled by the Chair for good cause, with the consent of a majority of the Council members present.
- b) Special Meetings- Special Meetings may be called by the Chair or a majority of the members of Council provided that twenty-four (24) hours' notice has been given to Council members and the public. The members of Council must be informed of the subject(s) to be discussed at a special meeting. While special called meetings, absent contrary authority, may be held for any purpose Council desires, two frequent reasons necessitating a special meeting include: 1) a special called meeting that is essentially the result of the rescheduling of a meeting that had been regularly scheduled but for whatever reason needs to be moved to a different date or time (i.e., a regular meeting held at a special time not originally scheduled); and 2) a special called meeting to take up a specific matter or matters (i.e.; a "limited purpose" meeting). A special called meeting that is in essence a regular meeting that has been moved to a time not originally scheduled should follow the agenda order set forth in Rule 1.7c) of these rules. A special called meeting that is for a "limited purpose" or "limited purposes" need not follow the agenda order set forth in Rule 1.7c) of these rules, but instead may follow an agenda that is as specific or general as may be necessary for Council to be informed of the purpose(s) of the limited meeting and to carry out the purpose(s) of the limited meeting.

1) Electronic Participation- During any Special Called meeting, not held in conjunction with a regularly scheduled Zoning Public Hearing and Planning Meeting, any Council member may participate in the meeting via electronic participation as present for the purposes of a quorum. Any Council member participation electronically shall not be allowed to participate in executive session matters. Should an executive session be held, a council member participating electronically may choose to abstain from a vote on the issue discussed in executive session.

No less than five Council members must be physically present to schedule a Special Called Meeting.

For the purposes of this section, "electronic" participation shall mean videoconferencing or teleconferencing which allows all persons participation in the meeting to hear each other at the same time (and, if videoconferencing, to see each other as well).

Electronic participation shall only be allowed in a Special Called meeting of Council.

- c) Zoning Public Hearing Meetings- Zoning public hearing meetings shall be held on the fourth Tuesday of each month at 7:00 p.m., unless otherwise scheduled by the Chair for good cause, with the consent of a majority of the Council members present.

1.6 Quorum

A quorum for the transaction of official business of Council shall consist of six (6) members.

A quorum of a Committee or Subcommittee shall consist of a simple majority of the members comprising said Committee or Subcommittee.

1.7 Agenda

- a) **Compilation**-The agenda for regular meeting of Council shall be compiled by the Clerk of Council on the Wednesday proceeding the first and third Tuesday of each month. Back-up documents for the agenda for all items must be received by the Clerk of Council by the close of business on the Thursday preceding the meeting at which the item is to be considered.
- b) **Placing on Agenda (Methods)** - Items for Council consideration is placed on the agenda by any of these methods:
 - 1) Committee action, or
 - 2) Any item defeated, tabled, or not acted on by committee within 90 days of that item having been placed on the committee's agenda may be placed on the Council agenda when the Clerk's Office has received a written request signed by three members of Council, or
 - 3) Proclamation introduced by one member of Council presented to the Clerk prior to the agenda deadline, or
 - 4) Items authorized by ordinance (e.g. appointment and commissioning of Code Enforcement Officers), or
 - 5) The item consists of a notice given to the governing body concerning the location of a proposed home for 9 or fewer mentally or physically handicapped persons.
 - 6) In the case of a resolution honoring or recognizing a citizen or organization, the same by unanimous consent may be placed on the agenda and voted on during Council's motion period.
- c) **Order**- the agenda for regular meetings of Council (and those special called meetings that are the result of the rescheduling of a meeting that had been regularly scheduled, as provided for in Rule 1.5b) of these rules) shall consist of the following categories of business, to be taken up by the Chair in the order listed.

- 1) Invocation.
- 2) Pledge of Allegiance.
- 3) Approval of minutes of previous meetings: a simple majority vote of Council is required to approve minutes. If there are corrections or amendments to the minutes, they may be approved as corrected or amended. Motions to reconsider, rescind, or expunge from the record any previous action must be made prior to adoption of the relevant minutes and any such motion will be placed on the Agenda's Motion Period for debate. Only when an item is expunged can it be reconsidered during the Motion Period. The adopted minutes shall note the motion to reconsider, rescind, or expunge.
- 4) Adoption of agenda: a two-thirds majority vote, of those present, is required to adopt the agenda.
- 5) First County Attorney's Report of Executive Session items: The County Attorney shall report only on those Executive Session items in which the County is represented by outside counsel or in which the County has retained the services of a consultant. Council shall move to take action or to receive as information each item that has been discussed in executive session.
- 6) Citizen input:
 - (a) **Agenda Items**--Each citizen who has signed the Agenda Items Input List to speak before Council may do so for up to 2 minutes; provided, however, the entire Agenda Items citizen input time shall not exceed 30 minutes. The Clerk shall be responsible for keeping the time for each speaker, and the timer shall not be started until after the speaker has stated his or her name and address. Input must pertain to items on the agenda for which no public hearing is required or has been scheduled. Individual members of Council shall not be referred to by name, but instead input should be directed to the full Council. Any material that a citizen intends to present to Council, including audio and visual presentations, must be approved by the Clerk of Council prior to the meeting. Exceptions may be made with the consent of a simple majority of those Council members present. The Chair will request that in the event a citizen who has signed up to speak intends to speak, or does speak, on behalf of any group, association, community or anyone besides or in addition to himself or herself, that the speaker advise Council during his or her citizen input of that fact, and name or identify anyone else for whom the citizen is speaking or represents. The Clerk will have available Council members' contact information as listed on the County's website. The Chair may advise citizens to speak with or contact County staff as may be appropriate to the issue(s) raised by the speaker.

(b) Non-Agenda Items Input: Any citizen who wishes to introduce an item for consideration not currently under Council's consideration or bring a concern to Council's attention may speak for no more than two minutes; provided, however, the entire Non-Agenda Items citizen input time shall not last longer than 30 minutes. The Clerk shall be responsible for keeping the time for each speaker, and the timer shall not be started until after the speaker has stated his or her name and address. Items for which a public hearing is required or has been scheduled cannot be addressed at this time. Exceptions may be made with the consent of a simple majority of those Council members present. The Chair will request that in the event a citizen who has signed up to speak intends to speak, or does speak, on behalf of any group, association, community or anyone besides or in addition to himself or herself, that the speaker advise Council during his or her citizen input of that fact, and name or identify anyone else for whom the citizen is speaking or represents. The Clerk will have available Council members' contact information as listed on the County's website. The Chair may advise citizens to speak with or contact County staff as may be appropriate to the issue(s) raised by the speaker.

- 7) Report of County Administrator: The County Administrator shall make recommendations or announcements concerning county affairs; but no action shall be taken on any item without proper notice, except in case of extreme emergency.
- 8) Report of Clerk of Council: The Clerk of Council shall make announcements, if any, concerning county affairs.
- 8.5) Report of the Chair: The Chair of Council shall make announcements if any, concerning county affairs.
- 9) Presentations: The party requesting to make the presentation shall set forth 1) the name of the person, group, association or entity making the presentation, 2) the name and contact information for the presenter(s) or spokesperson(s) thereof, and 3) the substance of the presentation. Absent unusual circumstances, the request should be no more than one page in length and should be timely submitted (i.e., in advance of the agenda deadline for the meeting wherein the matter is intended to appear as a presentation "request") to the Clerk's Office. Presentations shall be limited to five (5) minutes per presentation, and shall be heard on the third Tuesday of the month. Presentations of time sensitive matters, as determined by the Chair or Vice-Chair in his absence, of Council may be heard at any regular or special called meeting of Council. All presentation, regardless of topic, shall be approved by the Chair before placement on any Council agenda. No presentation shall be heard which is not on the Council agenda prior to the start of the meeting. No more than three presentations will be allowed at each meeting. The purpose of this rule is so that Council may plan its meetings accordingly, given the variety of presentations and lengths thereof, and to assess the merits of a given

presentation. Presentations shall not be used to request funding or resources support from the County.

- 10) Public Hearings: Each citizen who has “signed up” may speak to Council concerning an item for which there is a public hearing for up to 2 minutes; provided, however, the entire public hearing time for any one item shall not exceed 30 minutes. Any material that a citizen intends to present to Council, including audio and visual presentations, must be approved by the Clerk of Council prior to the meeting. Exceptions may be made with the consent of a simple majority of those Council members present. The Chair will request that in the event a citizen who has signed up to speak intends to speak, or does speak, on behalf of any group, association, community or anyone besides or in addition to himself or herself, that the speaker advise Council during his or her public hearing input of that fact, and name of identify anyone else for whom the citizen is speaking or represents.
- 11) Consent items: Items shall consist of those matters that do not require further discussion by Council that have been forwarded to Council by the unanimous vote of the Committee; provided, however, that an item forwarded to Council by Committee without recommendation shall not be listed as Consent Agenda item. Any member of Council can remove an item from the Consent Agenda prior to adoption of the agenda. The Chair has the discretion to place items on the Consent Agenda, if in the judgment of the Chair; those items are unlikely to be debated.
- 12) Third reading: final approval of Ordinances.
- 13) Second reading.
- 14) Requests by Council members: items may include those that were defeated (or deferred beyond 90 days) by committee and reintroduced by three Council Members’ signatures.
- 15) Second County Attorney’s Report of Executive Session items: The County Attorney shall report on the remaining Executive Session items. Council shall move to take action or to receive as information each item that has been discussed in executive session.
- 16) Motion period/Announcements: Any Council member may make an announcement or introduce an item (excluding resolutions) for referral to a Committee. However, any Council member wishing to make a motion during the “motion period” must have transmitted a written request to the Clerk’s Office by the deadline for posting the agenda of a regularly scheduled meeting of Council in accordance with the South Carolina Freedom of Information Act (i.e., twenty-four hours prior to such meeting) so that the nature of the motion appears on the agenda. Motions for resolutions and ordinances may be referred to a Committee for further deliberation or, by unanimous consent, the

resolution shall be deemed adopted or the ordinance may be sent forward for second reading. Further, any Council member may make a motion directing the county administrator to take action on a county-related matter; and upon approval of a majority of members present and voting, the county administrator shall act upon the directive given.

When referring an item to committee, a Council Member must specify the intent of his or her motion. The Council Member may:

- a) Refer an item to a committee for action.
- b) Refer an item to a committee for discussion.
- c) Refer an item to committee for the purpose of receiving information or an update from staff and/or legal.
- d) Refer an item to committee for a presentation.
- e) Any Council member may make a motion directing the county administrator to take action on a county-related matter; and upon approval of a majority of members present and voting, the county administrator shall act upon the directive given.

If a Council Member does not specify the intent of his or her motion, the Chair shall ask the maker of the motion for clarification. Immediately following each motion, the Chair shall determine the committee to which the item will be referred, according to the guidelines established in Rule 4.1.

Motions for resolutions and ordinances shall generally be referred to a Committee for further deliberation; however, by unanimous consent of council, a resolution shall be deemed adopted of an ordinance placed on the agenda 24 hours prior to the meeting may be given first reading and sent forward to Council for second reading.

- 17) Pending Items: Issues that have been raised by a Council member wherein a response is expected from staff shall be listed on the agenda along with a time frame in which a response from staff will be provided. These items shall be for information only and no discussion shall take place relative to matters listed under Pending Items other than for staff to seek guidance on responding to a Council member's stated issue and for setting a reasonable time frame in which to respond.
 - 18) Adjourn.
- d) Additions - A request to add items to the agenda requires a two-thirds vote of those Council members present.

RULES II: THE CHAIR

2.1 Call to Order

The Chair shall call Council meetings to order at 6:00 p.m. or as soon thereafter as practical on the first and third Tuesday of each month and, if a quorum is present, proceed to the meeting agenda.

2.2 Preservation of Order

The Chair shall preserve order and decorum and, in case of disturbance or disorderly conduct in the Chamber or the lobby, may cause the same to be cleared. The members of Council, and the public who participate in meetings, agree to adhere to the following “Code of Conduct”:

“I pledge that I may disagree, but will be respectful of all. I will direct all comment to the issues. I will refrain from personal attacks.”

2.3 Transgressions of Order

If any member, in speaking or otherwise, transgresses the Rules of the Richland County Council, the Chair shall call him/her to order, or any member may call such transgressions to the attention of the Chair who shall call the transgressor to order. If repeated cries of order are ineffective, the Chair may call a member by name, and if the Chair deems it necessary, shall state the offense committed. The member may be heard in self-defense and shall withdraw from the issue, and the Council shall consider any further proceeding to be had.

2.4 Points of Order

The Chair shall decide all points of order, subject to an appeal by any member. The Chair may require the member raising a point of order to cite the Rule or other authority in support of the question. Upon appeal, no member shall speak more than once and for no longer than ten minutes each, except by permission of the Council.

2.5 Participation

The Chair shall vote in all cases (except when she/he may be personally or pecuniarily interested). If a member does not cast a negative vote or declare his abstaining vote, he shall be recorded as voting in the affirmative. A member may not vote by proxy. If with the vote of the Chair, the Council were equally divided, the question shall be decided in the negative. The presiding officer may give information or explain any matter before the Council, and may speak on points of order in preference to any other member, as often as she/he may deem necessary. The Chair may enter into the debate of the Council, but should not use the office of the Chair to wield influence over the other members.

2.6 Election

The Chair shall be elected at the first regular meeting of the Council in January, or as soon thereafter as may be practical, by the membership of the Council. The Chair shall serve continuously until the following January unless removed by a two-thirds majority vote of the full Council.

2.7 Vice Chair

The Vice Chair shall be elected either at the first regular Council meeting in January or as soon thereafter as may be practical. The Vice Chair shall preside in the absence of the Chair.

2.8 Signatures

The Chair shall sign all ordinances, resolutions and other documents authorized by the Council. In the absence of the Chair, the Vice Chair is authorized to sign official documents.

The Assistant to the Clerk of Council shall serve as Acting Clerk in the absence of the Clerk for the purpose of signing official documents.

RULE III: MEMBERS AND MEMBERSHIP

3.1 Seating

At the first meeting in January after the election and seating of the Chair and Vice Chair, Council members shall select their seats based first on seniority in years of continuous service and then in alphabetical order.

3.2 Attendance

Each member shall be within the Council Chambers during its meetings unless excused or necessarily prevented. The Chair, if notified prior to the meeting, may excuse any member from attendance at meetings of the Council and its committees for any stated period upon reason shown, and such excused absence shall be noted in the minutes.

3.3 Call to Order

When the Council is called to order, every member shall take his/her respective seat and shall act with decorum.

3.4 Speaking

The Chair, when duly addressed by a member, shall hear from the member who, in the opinion of the Chair, shall speak first, by identifying the member. Every member, when about to speak, shall respectfully address the Chair and shall avoid disrespect to the Council, and all personalities, and shall confine all remarks to the question under consideration. No member shall speak more than twice on the same question without leave of Council, except merely to explain meaning. Each member shall be allowed to speak no more than five minutes for debate on any one issue before Council. If a member has the floor and is addressing the body, she/he shall not lose the floor by asking a question of any member of the body. If a member shall be called to order while speaking, she/he shall immediately forfeit the floor until the question of order is decided, unless allowed to proceed, if otherwise, she/he shall not proceed without leave of the Council; and if the case requires it, she/he shall be liable to such other proceedings as the Council may take.

3.5 Original Papers

Any member leaving a meeting of Council or its committees who possesses original papers relating to the business of the Council, shall leave original papers with the Clerk before departing.

RULE IV: COMMITTEES

4.1 Standing Committees

The Chair of County Council shall appoint members of the following standing committees no later than the first regular meeting in February each year:

- a) **Administration and Finance Committee**, consisting of five (5) members, functions as a committee of ways and means to which matters dealing with general-administration and with the budget, capital improvements, taxation, and bond issues should be referred.
- b) **Development and Services Committee**, consisting of five (5) members, functions in the area(s) of general operational matters, economic development, and those matters relating to the functions and activities of the County Department of Public Works and Engineering.
- c) **Rules and Appointments**, consisting of three (3) members, functions as a review, oversight, and advisory body on the rules of County Council concerning appointments to County boards, commissions and committees. The Committee meets on an as needed basis.

The vacancy on a County board, commission, or committee shall be announced at least two meetings prior to Council making the appointment. Such vacancy will be advertised in a local newspaper. Any individual who wishes to apply for service on a County board, commission, or committee must submit an application to the Clerk of Council. The Clerk of Council shall supply the application form. The Clerk shall, on the date designated by the Rules and Appointments Committee, submit all applications to the County Council for its consideration. The County Council shall then, by majority vote, elect an individual to fill the vacancy or vacancies, which exist at that time. After an appointment(s) has been made, applications shall be retained by the Clerk of Council for one (1) year and may be considered upon the request of the applicant whenever a vacancy occurs within that one (1) year period of time.

- d) **Economic Development Committee**, consisting of four (4) members through December 31, 2001, and thereafter consisting of three (3) members, serves to consider economic development matters brought before them and make recommendations to the full Council. The Committee meets on an as needed basis.

Absent exigent circumstances, no meeting of a standing committee of council shall be scheduled at the same time as another meeting of a standing committee of council.

4.2 Organization

Each of the above-referenced committees shall select a Chair and function primarily as legislative/advisory committees. Once appointed for the year, no member of a committee may be removed by the Chair of Council without the approval of Council. During the remainder of the year, any vacancy occurring on these committees shall be filled in a similar manner as soon as it may reasonably be accomplished. Any member of Council may attend any meeting of the committee, provided, however, only members of the particular committee may vote on matters before that committee.

The Chair of County Council shall be an ex-officio member of the Rules and Appointments Committee and Economic Development Committee.

4.3 Jurisdiction

Unless otherwise ordered, committees shall have jurisdiction only over matters pertaining to the subjects indicated by the names of the respective committees. Personnel matters shall be discussed by the full Council and not by standing or special committees.

4.4 Agendas

Appropriate written backup material for all items of business that are to be included in the Administration and Finance or Development and Services Committee agendas must be delivered electronically to the County Administrator's Office no later than 5:00 p.m. on the date two weeks prior to the committee's scheduled meeting date.

In exceptional circumstances, time-sensitive items received after the deadline may be added to a committee's agenda at the discretion of the committee's Chairperson, provided the addition is made before agendas are printed and distributed. In the event that the Chair of the committee cannot be reached before agendas are printed, then such items may be added with the consent of a majority of the committee's members. If a majority of the committee's members cannot be reached, the Chair of County Council shall have the discretion to add such items. Once the committee agendas have been printed and distributed publicly, changes to the agenda may only be made by the unanimous consent of the committee during the committee meeting.

Agendas with backup information shall be provided to all members of Council on or before the Friday prior to the committee meeting.

4.5 Meetings

Committees shall meet regularly in a room designated by the Committee Chair. No committee shall meet while the Council is meeting without special leave. No committee shall sit unless a quorum is present. No Council member shall be allowed under any circumstances to vote by proxy. Members of Council, whenever possible, shall make inquiries and requests for information at the Committee meetings. Members of the public may address a Committee with the permission of the Committee Chair and with the consent of the Committee; however, any material that a citizen intends to present, including audio and visual presentations, must be approved by the Clerk of Council prior to the Committee meeting.

4.6 Legislative Action

Items referred to a committee for consideration shall be listed under one of the following categories: "Items for Action" or "Items for Information, Discussion, and/or Preliminary Action." Additional agenda categories (including, but not limited to, "Presentations," "Notifications," and "Items Pending Analysis") may be added to the agenda as needed for items not requiring immediate committee action.

- a) ITEMS FOR ACTION-For all items requiring action, the committee shall take one of the following actions by majority vote:

- 1) Recommend that Council approve the item, which may or may not include amendments or modifications to the original request;
 - 2) Recommend that Council deny the item;
 - 3) Forward the item to Council without a recommendation;
 - 4) Defer consideration of the item to a future committee meeting;
 - 5) Refer the item to another committee or commission; or
 - 6) Table the item.
- b) ITEMS FOR INFORMATION, DISCUSSION AND/OR PRELIMINARY ACTION-For items on the agenda for information, discussion and/or preliminary action, the committee shall take one of the following actions by majority vote:
- 1) Direct the administrator to bring the item back for action at a specified committee meeting;
 - 2) Defer consideration of the item until a specified committee meeting; or
 - 3) Receive the item for information or discussion purposes only, and dispose the item from the committee agenda;
 - 4) Items so removed will be reported as such by the committee to Council.
 - 5) Notwithstanding items 1 through 4 in this subsection, any item on the Administration and Finance (A&F) or the Development and Services (D&S) Committee agendas listed as an “Item Pending Analysis” must be resolved, tabled or otherwise disposed of within 100 days of that matter’s referral to the A&F or D&S Committee.

4.7 Reports

All committee recommendations requiring formal action by Council shall be included in the agenda and distributed to all members of Council prior to consideration and adoption by Council, provided that if any matter is considered by the majority of any committee to be an emergency, copies of such reports may be furnished to each member of Council at the time of said Council meeting.

All items presented to Council by a committee must carry the committee’s disposition of the item, whether that disposition is a recommendation for approval, a recommendation for denial, no recommendation or to make any other disposition with respect to the item.

Any not reported out to the full council by a committee within 90 days of that item having first appeared on the committee’s agenda may be placed on the Council agenda when the Clerk’s Office has received a written request signed by three members of Council, not less than 24 hours prior to the scheduled meeting.

A minority report may be made if requested. Presentation of the committee’s motion at the regular Council meeting does not require a second.

4.7 a. Recommitting

Any item, which may come before the Council, may be committed or recommitted before a final decision thereon. Provided, however once a motion or matter is forwarded to full Council

from committee, that motion or matter may not be returned to committee other than as directed by Council.

4.8 Budget Work Sessions

The Council shall meet as a Committee of the Whole for budget work sessions prior to first reading of the budget.

4.9 Motions Forwarded to a Committee

Any motion forwarded to a committee by the Chair, or in the Chair's absence, the Vice Chair, or in the Vice Chair's absence, the acting chair, will appear on that committee's agenda. Any item forwarded to a committee that is not completed will be listed at the end of the committee's subsequent agenda(s) under, "Items Pending Analysis," and the reason the item remains pending.

RULE V: LEGISLATIVE ACTION

5.1 Emergency Ordinances

To meet public emergencies affecting life, health, safety or the property of the people, emergency ordinances may be adopted upon a two-thirds affirmative vote of the Council members present. Such an ordinance is effective immediately upon its enactment without regard to any public hearing, reading, publication, or notice requirements. It automatically expires after 60 days. Every emergency ordinance shall be designated as such and shall contain a declaration that an emergency exists and describe the emergency.

Emergency ordinances shall not levy taxes, grant, renew, or extend a franchise, or impose or change a service rate.

5.2 Other Ordinances-Required Readings

With the exception of emergency ordinances, all ordinances, including those making supplemental appropriations, shall receive approval at three public meetings of Council on three separate days with an interval of not less than seven days between the second and third readings. An ordinance shall be deemed passed upon third reading approval and thereafter can be rescinded only by a motion to reconsider or rescind that is made prior to approval of the minutes.

If an ordinance does not receive the three (3) readings required within a twelve-month period, it is dead. If the ordinance is reintroduced after the twelve-month period, it must be submitted to the three reading process.

5.3 Levying Tax/Incurring Debt/Amending Budget

Ordinances levying a tax or incurring indebtedness shall not be passed unless voted for on each reading by at least six (6) members in Council assembled and with appropriate back up material provided for each reading. An amendment to the budget shall require a majority plus one vote.

5.4 Public Hearings

Public hearings, after not less than 15 days' notice of the time and place of such hearings published in at least one newspaper of general circulation in the County, shall be held before final Council action is taken to:

- a) adopt annual operational and capital budgets,
- b) make appropriations, including supplemental appropriations,
- c) adopt building, housing, electrical, plumbing, gas and all other regulatory codes involving penalties,
- d) adopt zoning and subdivision regulations,
- e) levy taxes, and
- f) sell, lease, or contract to sell or lease real property owned by the County.

5.5 Second Reading

Upon the second reading of an ordinance after all amendments and privileged motions have been disposed of, the question shall be the passage of the ordinance. Upon a decision in the affirmative, the ordinance shall take its place on the agenda for third reading.

Each ordinance affecting the expenditure of money by the County shall receive the affirmative vote of Council on each reading, and prior to receiving second reading; the County Administrator's comment shall inform Council regarding its effect on the finances of the County. Provided, however, this rule may not be invoked where the amount is shown in the ordinance.

5.6 Third Reading

Full debate and amendments shall be allowed on third reading.

5.7 Debate

Debate among members of Council is in order only after a motion has been stated by the Chairman and has been seconded. Any motion shall, if desired by the Chair or any other member, be reduced to writing and delivered to the Chair and read, before it shall be debated.

5.8 Motions During Debate

When a motion has been stated and seconded and debate has begun, no motion except the following shall be in order:

- 1) to adjourn or recede,
- 2) to continue,
- 3) to table,
- 4) for the previous question,
- 5) to postpone indefinitely,
- 6) to postpone to a certain day,
- 7) to recur to the agenda,
- 8) to substitute a motion germane to the matter at hand, and
- 9) to amend.

5.9 Substitute Motions

No more than two (2) motions may be received in substitute for the motion on the floor. Any substitute motion defeated by vote of Council shall be counted as one of two (2) permissible

substitute motions, but any substitute motion, which fails for lack of a second, shall not be so counted.

5.10 Amendments

A proposed amendment shall be in order regardless of the number of changes proposed therein to the matter under debate, provided such amendment is otherwise in order, and shall be considered in the order in which it is received.

5.11 Closing Debate

Upon the proper motion, a second, and an affirmative vote on a motion for the previous question, which requires a two-thirds vote, the amendment then upon the desk shall be considered, but no further amendment shall be allowed. The sponsor of an amendment shall be allowed an opportunity to make a short explanation of the amendment.

5.12 Withdrawing Motions

The member who introduced a motion may withdraw it before decision on it or on any amendment to it, so long as the member seconding the motion shall not object, provided, however, that no motion may be withdrawn after the previous question has been called.

5.13 Privileged Motions

Motions to adjourn, to recede, and to recede subject to the call of the Chair, shall always be in order except while the Council is actually engaged in deciding a question. A motion to adjourn or to take a recess, having been defeated, no new motion to adjourn or take a recess shall be in order until fifteen (15) minutes shall elapse from the decision of the former motion even though such motion to recede might be to recede to a different time.

5.14 Nondebatable Motions

Certain parliamentary motions must be decided without formal debate. These are:

- 1) to adjourn or recede,
- 2) to continue,
- 3) to lay on the table,
- 4) to postpone indefinitely or to a day certain,
- 5) to suspend or depart from the agenda, or to return to it, and
- 6) for the previous question.

Immediately after receiving a nondebatable motion, and at other times when no motion is on the floor, the Chair may allow such conversation as she/he deems appropriate, but all such informal discussion remains subject to his/her discretion; she/he may call for the vote on the matter at hand or terminate discussion at any time, and in such instances, his/her decision may not be appealed.

5.15 Suspending Motions

The following instances may suspend any matter before Council, temporarily:

- 1) Point of order,
- 2) Point of personal privilege,
- 3) Point of information,
- 4) Question of recess, and

- 5) Other incidental questions, such as of reading papers, dividing a question, withdrawing a motion, or excusing a member from voting.

5.16 Motion to Recess

A motion to recess may state the time for reconvening. In the absence of such stated time, reconvening shall be at the call of the Chair.

5.17 Motion to Strike

A motion to strike out the enacting words of an ordinance or resolving words of a resolution shall have precedence of a motion to amend, and, carried, shall be considered as equivalent to rejection.

5.18 Rejected Motions

Once one of the following motions has been made and rejected during a meeting of the County Council, no motion of the same effect shall again be allowed with regard to the same question:

- a) Motion to continue,
- b) Motion to postpone,
- c) Motion to defer, and
- d) Motion to table.

5.19 Delays

The Chair shall entertain no motion to the effect of which will be unnecessarily to delay the business of Council.

5.20 Defeated Actions

Once an action of any kind has been proposed and defeated twice during two separate regular or called meetings of Council, within a period of sixty (60) days, no motion of the same effect may be allowed with regard to the same question for a period of one year from the date of initial motion, without the consent of a majority plus one of the entire Council. The names of the consenting Council members shall be presented to the Chair prior to the listing of the item on the agenda.

5.21 Voting

Each member shall vote on each question put, except that no member shall be permitted to vote on any question in which that member has a direct personal or pecuniary interest, or in which that member perceives that he or she has a direct personal or pecuniary interest, or in which his or her participation might create an appearance of impropriety in that member's estimation. A Council member must be at his/her seat in order to vote for those at the dais. If a member does not declare a vote or an abstention, his/her vote shall be recorded with the prevailing side. In the case of a tie vote, the prevailing side is the side that voted against approval of the matter voted upon (e.g., if the matter before Council is a vote to continue an item until the next meeting, and the vote on that question is 5-5, the motion did not pass, the item is not continued and the side prevailing as to the motion is the side that voted not to have continued the item). If voting an abstention, a reason for the abstention must be stated and recorded in the minutes. No member shall, under any circumstances be permitted to vote after a decision has been announced by the Chair. After the decision of the question, an absent

member may be permitted to record the vote she/he would have given if present, but such vote shall not affect the previous question.

Voting shall be by electronic means (i.e., via the electronic voting system) unless conditions at the time of a given vote do not permit use of the electronic voting system (e.g., it is inoperable, not working properly, there is a power failure or other condition prohibiting electronic voting). In such a case, voting by a show of hands shall be in order. Also, nothing in this rule prohibits a voice vote or vote by show of hands for matters where there reasonably appears to be no opposition, such as a vote to adjourn, or a vote for unanimous consent to issue a resolution in honor of a citizen, group, achievement or the like; provided, however, that any member may call for an electronic vote on any matter for which a vote is required or called for, if any member shall feel that a voice vote or vote by show of hands is not sufficient; further provided that the electronic voting system is operable at the time of the call for an electronic vote.

Votes shall be recorded in the minutes.

Each member shall vote on each question put, except that no member shall be permitted to vote on any question in which that member has a direct personal or pecuniary interest, or in which that member perceives that he or she has a direct personal or pecuniary interest, or in which his or her participation might create an appearance of impropriety in that member's estimation. A Council member must be at his/her seat in order to vote for those at the dais. If a member does not declare a vote or an abstention, his/her vote shall be recorded with the prevailing side. If voting an abstention, a reason for the abstention must be stated and recorded in the minutes. No member shall, under any circumstances be permitted to vote after a decision has been announced by the Chair. After the decision of the question, an absent member may be permitted to record the vote she/he would have given if present, but such vote shall not affect the previous question.

Votes shall be recorded in the minutes.

5.22 Dividing Question

Any member may call for the division of a question. Council may then divide it if the question can be so comprehended that, one part being taken away, the rest can stand entire for decision. A motion to divide the question shall require a second and shall be effective upon the vote of a majority of members present and voting. Provided, however, that a motion to "strike out and insert" may not be divided, but that rejection of a motion to "strike out" shall not preclude a motion to "strikeout and insert."

5.23 Reconsideration

After a question has been decided, any member who voted with the prevailing side may move for a reconsideration, and any member may second such a motion. However, if Council either shall refuse to reconsider or shall affirm its first decision, then no further reconsideration shall be in order except by unanimous consent. The motion to reconsider shall have precedence over all other main motions, but it may be introduced only on the day of the decision in question or during the next succeeding session of Council prior to the approval of the minutes.

Any subsequent proposal to alter the decision of Council must take the form of a main motion to rescind.

5.24 Public Inspection

After adoption, the full ordinance shall be made available for public inspection at the Office of the Clerk of Council.

5.25 Resolutions

Council may adopt Resolutions to formally express its opinions or desires. Upon adoption, the Chairperson shall execute the document on behalf of the entire Council.

5.26 Proclamations

An individual council member may issue a Proclamation as an expression of his/her personal opinion or desire. The Proclamation shall be signed by the initiating council member and by the Chairperson, and shall not require action by the Council.

RULE VI: RULE CHANGES

6.1 Suspension/Amendments

None of the foregoing rules shall be rescinded, suspended, or altered without unanimous consent, if without twenty-four (24) hours' notice, or without the concurrence of two-thirds of the members of the whole (e.g. eight out of eleven members) after previous notice of motion to rescind, suspend, or alter has been given at a prior meeting, and such alteration, suspension, or rescission shall be made only by written resolution.

These rules may be amended from time to time, as needed, at the discretion of the County Council upon approval by two-thirds of the members of the whole (e.g. eight out of eleven members) at a regularly scheduled Council meeting.

RULES VII: OFFICIALS TO SERVE THE COUNCIL

7.1 Administrator and Clerk of Council

The Council shall appoint or elect a County Administrator and a Clerk of Council.