



Richland County Council

Rules and Appointments March 01, 2016 - 4:00 PM 4th Floor Conference Room

Julie-Ann Dixon	Bill Malinowski (Chair)	Jim Manning
District 9	District 1	District 8

Call to Order

- 1 The Honorable Bill Malinowski

Approval of Minutes

- 2 February 16, 2016 [PAGES 4-6]

Adoption of Agenda

- 3

Interviews

- 4 Employee Grievance Committee - 1
 - a. James H. Hill, III [PAGES 7-8]
 - b. Elmer C. Brown, Jr. [PAGES 9-10]
 - c. Sidra Nelson [PAGES 11-12]
 - d. Camilla H. Gill [PAGES 13-14]
 - e. Bruce Greenberg [PAGES 15-16]



Richland County Council

Items for Action

- 5**
- a. Township Auditorium Board -1
 - b Board of Zoning Appeals – 2
 - c. Board of Assessment Appeals – 1
 - d. Accommodations Tax - 1 [Applicant must have a background in Lodging]

Adjournment



Richland County Council



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 SOUTH CAROLINA



RULES AND APPOINTMENTS COMMITTEE

February 16, 2016
4:00 PM
4th Floor Conference Room

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building

CALL TO ORDER

Mr. Malinowski called the meeting to order at approximately 4:01 PM

APPROVAL OF MINUTES

February 9, 2016 – Ms. Dixon moved, seconded by Mr. Manning, to approve the minutes as published. The vote in favor was unanimous.

ADOPTION OF THE AGENDA

Mr. Malinowski stated the Business Service Center update needed to be added to the agenda.

Ms. Dixon moved, seconded by Mr. Manning, to adopt the agenda as amended. The vote in favor was unanimous.

Ms. Davis stated the nature of what the Business Service Center does involves the licensing of businesses. There are different aspects including gross revenues, deductions and exemptions. There is an intense process for a business to get to an appeal. Understanding the numbers and data that is presented as part of obtaining the business license is very important; therefore someone on the appeal board needs to have a solid understanding of the numbers in order to factually review the data.

Mr. Malinowski inquired if it would hinder the appeal process if there were only two (2) CPAs or two (2) attorneys, as long as it does not fall below that number.

Ms. Davis stated it would be her preference to have the CPA for the current vacancy.

Mr. Malinowski stated the applicant for the vacancy inquired about the specific requirements and duties of the appeals board.

Ms. Davis stated when someone is appointed to the appeals board she conducts an orientation to inform the members of the duties and requirements.

Committee Members Present

Bill Malinowski, Chair
Julie-Ann Dixon
Jim Manning

Others Present:

Norman Jackson
Kimberly Roberts
Michelle Onley
Pam Davis

Mr. Malinowski stated it is incumbent upon applicants to contact the Clerk's Office or the Liaison to the board to inquire about the requirements and duties prior to submitting an application for a vacancy.

Mr. Malinowski suggested rewording the current ordinance to state although it is preferable to have three (3) CPAs, a combination of two (2) attorneys or two (2) business persons would suffice.

Ms. Dixon moved, seconded by Mr. Manning, to hold in committee until the amended ordinance has been adopted by Council. The vote in favor was unanimous.

INTERVIEWS

- a. **Lexington Richland Alcohol and Drug Abuse Council - 2** – Mr. Eric De Van, Ms. Robin Crawford, and Ms. Tasha Curtis were interviewed.
- b. **Music Festival Commission - 1** – Ms. Delores Mosesel was interviewed.

NOTIFICATION OF APPOINTMENTS

- a. **Lexington Richland Alcohol and Drug Abuse Council - 2** – Mr. Manning moved, seconded by Ms. Dixon, to appoint Mr. L. Levern (Buddy) Wilson, Jr. and LaTonya Derrick. The vote in favor was unanimous.
- b. **Music Festival Commission - 1** – Mr. Manning moved, seconded by Ms. Dixon, to appoint Ms. Delores Mosesel. The vote in favor was unanimous.

ITEM FOR ACTION

- a. **Terms of Service** – Mr. Malinowski stated the committee had requested what an “executive position” was, but it does not seem to be included in the draft amendment included in the agenda packet.

Mr. Manning suggested amending the language as follows: “one year from the expiration from the member’s term”.

Mr. Malinowski requested that the definition of what an executive position also be provided.

This item will be held in committee until the language is drafted and taken up by the committee.

Mr. Manning moved, seconded by Ms. Dixon, to reconsider the adoption of the agenda. The vote in favor was unanimous.

Mr. Manning moved, seconded by Ms. Dixon, to add “Constellation of Agendas” to the agenda. The vote in favor was unanimous.

- b. **Constellation of Agendas** – Mr. Manning moved, seconded by Ms. Dixon, to set aside the first committee meeting of the month be set aside for interviews and the second committee meeting of the month be set aside for “Other Business”. The vote in favor was unanimous.

ADJOURNMENT

The meeting adjourned at approximately 4:50 PM.

The Minutes were transcribed by Michelle M. Onley, Deputy Clerk of Council



EMPLOYEE GRIEVANCE COMMITTEE APPLICATION

Must be a Richland County Government Employee to apply.

Name: James H. Hill III

Home Address: 161 Montauk Dr, Lexington, SC 29072

Telephone: (home) 803-529-4457 (work) 803-576-2470

Office Address: 400 Powell Rd, Columbia, SC 29203

Email Address: hillja@rcgov.us

Educational Background: BBA (South University), MSIT (Florida Tech), MPA (Upper Iowa University)

Professional Background: Assistant Director of Animal Care

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

Name of Committee in which interested: Employee Grievance Committee

Reason for interest: Desire to take part in an integral part of the County's due process for it's employees.

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

I am a critical thinker who thinks "outside of the box" when necessary. I am also astute at researching and analyzing facts in order to make an informed decision and provide a rational opinion.

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

Any other information you wish to give? No

Recommended by Council Member(s): _____

Hours willing to commit each month: No less than 30

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

1/8/16
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202. You may fax the form to (803) 576-2136 or email: rcoco@rcgov.us
For more information call (803) 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>1-11-16</u>	Received by: <u><i>[Signature]</i></u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

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EMPLOYEE GRIEVANCE COMMITTEE APPLICATION

Must be a Richland County Government Employee to apply.

Name: ELMER C BROWN JR

Home Address: 1 AUTUMN WOODS CT IRMO SC 29063

Telephone: (home) 803 730 6046 (work) 803 576-1380

Office Address: 1183 SHADY WOOD LN, IRMO SC 29063

Email Address: ~~BROWN@RC.GOV~~ BROWN@RC.GOV.US

Educational Background: SOME COLLEGE

Professional Background: OPERATIONS MANAGER, SUPPLY CORPORAL, MAINTENANCE SUPERVISOR

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

Name of Committee in which interested: GRIEVANCE

Reason for interest: TO HELP MAKE A POSITIVE IMPACT WITH IN RICHLAND COUNTY

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

Commission:

INTEGRITY, PUNCTUALITY, VAST EXPERIENCE WITH EMPLOYEE MANAGEMENT AND COUNSELING.

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

Any other information you wish to give? _____

Recommended by Council Member(s): N/A

Hours willing to commit each month: AS MANY AS REQUIRED

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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.

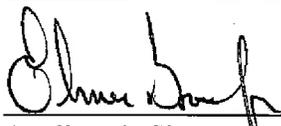
Yes _____ No ✓

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 ✓

If so, describe: _____

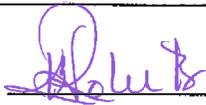

Applicant's Signature

1/13/16
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202. You may fax the form to (803) 576-2136 or email: rccoco@rcgov.us
For more information call (803) 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>1-14-16</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	



EMPLOYEE GRIEVANCE COMMITTEE APPLICATION

Must be a Richland County Government Employee to apply.

Name: Sidra Nelson
Home Address: 90 Old Still Rd, Columbia, SC 29223
Telephone: (home) 803-466-7189 (work) 803-576-2294
Office Address: Business Service Center, P.O. Box 192, Columbia SC 29202
Email Address: NelsonS@rcgov.us
Educational Background: Juris Doctor of Law and Bachelors of Psychology
Professional Background: Legal profession
Male Female Age: 18-25 26-50 Over 50
Name of Committee in which interested: Employee Grievance
Reason for interest: My background in Psychology and Law would lend it's self well to this committee. I have broad knowledge in interpersonal communication, conflict resolution, and analyzing policies.
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:
My Legal background has heightened my ability to analyze and interpret rules and policies. Previous roles have included fact-finding and applying policies to a specific situation.
Presently serve on any County Committee, Board or Commission? NO
Any other information you wish to give? I enjoy facilitating conflict resolution
Recommended by Council Member(s): N/A
Hours willing to commit each month: Open

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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 SDN

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 SDN

If so, describe: N/A

[Signature]
Applicant's Signature

1/14/16
Date

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Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	



EMPLOYEE GRIEVANCE COMMITTEE APPLICATION

Must be a Richland County Government Employee to apply.

Name: CAMILLA H. GILL

Home Address: 206 WOODBURY DRIVE, WINNSBORO SC 29180

Telephone: (home) 803-260-1188 (work) 803-576-2650

Office Address: 2020 HAMPTON ST, COLA., SC 29202

Email Address: CHGILL1983@AOL.COM OR GILLC@RCGOV.US

Educational Background: SOME COLLEGE/ MIDLAND TECH & COLA COLLEGE

Professional Background: COLA HOUSING AUTHORITY & FIRST CITIZENS BANK

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

Name of Committee in which interested: EMPLOYEE GRIEVANCE COMMITTEE

Reason for interest: IT IS MY DESIRE TO SERVE AND ASSIST AS AN LIASION
FOR MY PEERS AND RICHLAND COUNTY.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:
I CONSIDER MYSELF A PEOPLE PERSON AND A GOOD LISTENER. I AM ALSO
ABLE TO MAKE GOOD DECISION BASED ON THE INFORMATION I AM GIVEN.

Presently serve on any County Committee, Board or Commission? NONE

Any other information you wish to give? I ALSO HAVE GOOD CUSTOMER SVC. SKILLS

Recommended by Council Member(s): NONE

Hours willing to commit each month: MAXIMUM ALLOWED TO COMPLETE THE TASK

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Yes _____ No _____

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 _____

If so, describe: _____

Amelia M. Hill
Applicant's Signature

1-13-2016
Date

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2



EMPLOYEE GRIEVANCE COMMITTEE APPLICATION

Must be a Richland County Government Employee to apply.

Name: Bruce Greenberg

Home Address: 3301 Blossom street; Columbia, SC 29205

Telephone: (home) (803) 440-0840 (work) (803) 570-1800

Office Address: 1701 N. Main street; Columbia, SC 29201

Email Address: GreenbergB@rcgov.us

Educational Background: BBA. Southern Methodist University (2010); J.D. Charleston Law

Professional Background: Assistant Solicitor in Richland County (2 years)

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

Name of Committee in which interested: Employee Grievance Committee

Reason for interest: I am a lifelong Richland County Resident and I want to be more involved in the administration of our local government

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

My undergraduate degree is in Business management & administration, so I understand the nature of employment disputes. I am currently a prosecutor in Richland County, and my job is to apply the law, consider any mitigating factors, and seek justice.
Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? My family has run a small business in Columbia for the last 40 years

Recommended by Council Member(s): _____

Hours willing to commit each month: The number necessary to dutifully perform the job.

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Yes _____ No ✓

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 ✓

If so, describe: _____


Applicant's Signature

January 15, 2016
Date

Return to:
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2