



Richland County Administration and Finance Committee
March 23, 2021 –6:00 PM
Zoom Meeting
2020 Hampton Street, Columbia, SC 29201

COMMITTEE MEMBERS PRESENT: Bill Malinowski, Chair, Yvonne McBride, Overture Walker, and Jesica Mackey

OTHERS PRESENT: Paul Livingston, Allison Terracio, Cheryl English, Chakisse Newton, Michelle Onley, Angela Weathersby, Kyle Holsclaw, Tamar Black, Ashiya Myers, Jani Hussain, Lori Thomas, Leonardo Brown, Clayton Voignier, Mike Maloney, Michael Byrd, Ronaldo Myers, Bill Davis, Randy Pruitt, Derek Pugh, Stacey Hamm, Risk Management, Elizabeth McLean, Dale Welch, Stephen Staley, Geo Price, Emerald Washington, Lauren Hogan, James Hayes and Dante Roberts

1. **CALL TO ORDER** – Mr. Malinowski called the meeting to order at approximately 6:00 PM.
2. **APPROVAL OF MINUTES**
 - a. **Regular Session: February 23, 2021:** Ms. McBride moved, seconded by Mr. Malinowski, to approve the minutes as distributed.

Mr. Malinowski noted, on p. 10 of the agenda, there are three instances, at the end of the 2nd paragraph, it states, “...forward to Council with a recommendation to approve the proposed development.” He stated we are not approving proposed developments. They are only approving the fact there is sewer availability for these developments.

Ms. McBride moved, seconded by Mr. Malinowski, to approve the minutes as corrected.

In Favor: Malinowski, McBride, and Mackey

Not Present: J. Walker and O. Walker

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Mr. Malinowski requested the agenda be renumbered, so we can take up the time sensitive items first.

Ms. McBride moved, seconded by Ms. Mackey, to reorder the agenda items as follows: (F), (E), (A),(B),(C)and(D).

Ms. McBride inquired why Item 5 was pending analysis.

Ms. Thomas responded they are doing an analysis, which has revealed this study is very expensive. Their hope is to address this in the current budget process.

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Ms. McBride stated she did not believe a fiscal analysis is currently needed.

Ms. Thomas responded, in order to make any changes, and appropriately make the decisions we have to have a disparity study done. The Administrator's thoughts were, to have these discussions, we need to be able to quantify what would be involved to make a recommendation.

Mr. Malinowski suggested discussing this item toward the end of the meeting.

In Favor: Malinowski, McBride, O. Walker, and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

4. **ITEMS FOR ACTION**

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- a. **Purchase of Portable X-ray Equipment for Coroner's Office** – Dr. Thompson introduced Dr. Bill Stevens, Forensic Anthropologist –Deputy Coroner, in regards to the acquisition of a \$41,000 x-ray machine. The item is before the committee to allow staff to pursue grant funding from DHEC.

Dr. Stevens stated he became aware of DHEC's Healthcare Preparedness Grant and decided it would be a great way to get funding for identified gaps in the Coroner's ability to respond to mass disasters and being more prepared for identifying human remains. Since 2016, they have had an anthropology lab, but continue to be reliant on PRISMA and outside consultants, for making images. This would increase their preparedness for multi-fatality situations. The dentist who has assisted him for 20 years is medically retired, so they do not have his pro bono use of x-ray anymore.

Ms. Mackey inquired if the grant had already been awarded, and the timeframe for reimbursement.

Dr. Stevens responded the advisory council for DHEC meet today. Once they give approval, they would begin the process of a contract. After the grant is awarded, they can make the purchases and have the County review it for reimbursement. The deadline is June 30th for reimbursement. He noted he would keep the County Administrator updated with the exact dates.

Ms. Mackey stated, for clarification, if the grant is not awarded, they will not be able to be reimbursed.

Dr. Stevens responded they would not go through with the purchase.

Mr. Malinowski stated, for clarification, any purchase would have the stipulation that the grant would have to be awarded first.

Dr. Stevens responded in the affirmative.

Mr. Malinowski inquired if there is personnel qualified to operate this particular equipment.

Dr. Stevens responded they have a certified Radiology Technician.

Mr. Malinowski inquired if there will be any hidden costs (i.e. maintenance, contracts).

Dr. Stevens responded it would be covered by a 5-year warranty by the company, and it should not require any additional expenses. If it breaks after the warranty expires, we would have to have it serviced.

Mr. O. Walker moved, seconded by Ms. McBride, to forward to Council with a recommendation to approve the purchase of the portable X-ray equipment and to accept the DHEC HPP Grant award.

In Favor: Malinowski, McBride, O. Walker, and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- b. **Amendment to the Food Service Contract** – Mr. Brown stated this item was before the committee as a result of the pandemic since they were no longer able to utilize the same process of using a combination of staff and detainees.

Mr. Malinowski noted the detainees are still there and the food people are still coming into provide services. He does not see how the pandemic has prevented us from using detainees.

Mr. Myers responded the pandemic was a part of the issue. However, for the last three years, the type of detainees they were able to use, are no longer coming to jail. Now they are getting detainees sentenced to 15-30 days for disorderly conduct, or public drunkenness offenses, which have dwindled down due to COVID. The Detention Center is a pre-trial facility, and they were able to use sentenced inmates to do the labor intensive jobs, and the food service personnel would do the cooking. They have not been able to fulfill their end of the contract for food service.

Mr. Malinowski inquired how many sentenced inmates there are.

Mr. Myers noted, of the 690 inmates, about 25 were sentenced and are waiting to go to the Department of Corrections. He cannot use most of the sentenced inmates because they have been charged with either drug crimes or violent offenses, and could not be trustees for security purposes.

Mr. Malinowski noted this request was to be retroactive to October 2020. He inquired why this was not brought forward sooner.

Mr. Myers responded they were trying to fix it in-house with staff members, but they were not able to fulfill their obligations. The food contractor brought in additional people, and this would pay them back for the additional people they brought in since October.

Mr. Malinowski inquired if they could advertise for temporary employees.

Mr. Myers responded that would be a legal question. He does not see it being temporary until family court picks up and they get more civil detainees with long-term sentences.

Mr. O. Walker noted he knows there has been more emphasis placed on not detaining offenders when it comes to low-level crimes, and family court arrest warrants for those individuals behind on child support. He inquired, because of the impact of COVID, has the criminal just system and the push not to arrest people for lengthy periods of time, had an impact on the retention of food service laborers.

Mr. Myers responded COVID is a small part of the problem, but they had this problem prior to COVID.

Mr. O. Walker inquired as to when this issue began.

Mr. Myers responded this is a product of a three to four year trend. They have seen the detention center population decrease, which led to a decrease in qualified inmates that can work in food service.

Ms. McBride inquired if they would need additional funding in the new budget cycle.

Mr. Myers responded in the affirmative.

Mr. Malinowski inquired if the cost for staff meals is if they want to purchase a meal.

Mr. Myers responded they feed staff because they only get 30-minute lunch break, but they are on-call at all times.

Ms. McBride moved, seconded by Mr. O. Walker, to forward to Council a recommendation to amend the Summit Food Service Contract.

In Favor: Malinowski, McBride, O. Walker, and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- c. **Request for approval of willingness to serve for a proposed development, Ridge Road Subdivision, Old Leesburg Road, Tract (TMS # 225000-02-07) / CAP E-2020007** - Mr. Davis noted this is a willingness to serve letter, so Council can have full consideration of the developments.

Ms. Mackey inquired if the monthly sewer charge is \$64.03, instead of \$64.00.

Mr. Davis responded in the affirmative.

Mr. Malinowski requested the correct to be made before it goes to full Council.

Mr. O. Walker moved, seconded by Ms. McBride to forward to Council with a recommendation to approve the intent of Richland County Utilities' to serve the future development.

In Favor: Malinowski, McBride, O. Walker, and Mackey.

Not Present: J. Walker

The vote in favor was unanimous.

- d. **Request for approval of willingness to serve for a proposed development, Collins Cove Subdivision at Guise Road, Chapin, SC29036 (TMS # 01510-01-01) /CAP B-2021007** - Ms. McBride moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to

approve the intent of Richland County Utilities' to serve the future development.

In Favor: Malinowski, McBride, O. Walker, and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- e. **FY22 Proposed Budget Calendar** - Ms. Thomas noted this year they are asking for an annual budget, with a proposed balanced 2nd year. One of the reasons is that COVID has significantly impacted us for the last two fiscal years. At this time, they believe it is going to carry into another fiscal year. With a proposed budget, they would not be looking at as many budget amendments, and they would not be asking Council to make a commitment based upon information that may not be accurate. They are also proposing four workshops to allow Council to appropriately vet the proposals. The budget books will be available by April 9th.

Mr. Malinowski noted this would eliminate the biennium budget and goes to an annual budget.

Ms. McBride inquired if it was a complete elimination of the biennium budget, or just due to COVID.

Ms. Thomas responded, at this point, it would be for the next two years, then we could consider it again.

Mr. Malinowski requested the recommendation reflect eliminating the biennium budget for the next two years, and then it can be reconsidered by Council.

Ms. Thomas responded in the affirmative.

Ms. Mackey moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to proceed with the preparation of a balanced annual budget for FY22 and a proposed balanced annual budget for FY23.

In Favor: Malinowski, O. Walker, and Mackey

Opposed: McBride

Not Present: J. Walker

The vote was in favor.

- f. **Approval of award of Engineering Services; Pavement Management Study (PMS)** – Mr. Maloney stated this began with Council in June 2020. We talked about staying with a data driven system for evaluating pavements, and which roads go in which sequence throughout the 11 districts in the County. This was done about 6 years ago, and the intention is to do it every 6 years. In between, they would conduct an observation review of the pavements to alter the pavement ratings. They would also use a computerized system. The last evaluation was done in connection with the Penny, and it covered all the roads in the County maintained by Public Works.

Mr. Malinowski noted, on p. 31, it states, "This was contracted by the Transportation Penny Department in order to prioritize which paved roads within the County Maintenance System

needed to be repaired/resurfaced. He inquired if the current request is contracted or the one in July 2015.

Mr. Staley responded it was the one done in 2015.

Mr. Malinowski inquired, if it was done by the Transportation Penny Department, why would they not do it now.

Mr. Maloney responded he believes they were evaluating all the roads to line up their packages for resurfacing and road they were going to be doing. Those road packages are set. They are doing it for ongoing maintenance and continuation into the future.

Mr. Malinowski stated he would like to see the five response, and why Weston and Sampson were chosen.

Ms. Wladischkin responded she would provide it to the Clerk's Office for distribution to Council.

Ms. McBride inquired if the request for proposals was submitted with an amount or was it an open request.

Ms. Wladischkin responded they did not include a budget amount. They typically do not announce the budget for our projects. They let the vendors give us pricing, and then negotiate the fee structure for the highest ranked offeror.

Ms. McBride inquired if we looked at how we would distribute it to make sure every district receives pavement, or was that conducted by the evaluators.

Ms. Staley responded this is to get the information and rate all the roads in the County. After that, they can look at how to disperse the paving projects.

Ms. Mackey inquired about the turnaround time for completing the evaluation, if this company was selected.

Mr. Staley responded it usually takes about 6 months, but they will know for certain when they have the kick-off meeting with Weston and Sampson.

Mr. O. Walker, moved, seconded by Ms. McBride, to forward to Council with a recommendation to approve the award of a contract for engineering services for the Pavement Management Study (PMS) to Weston and Sampson for \$148,065.

In Favor: Malinowski, McBride, O. Walker, and Mackey.

Not Present: J. Walker

The vote in favor was unanimous.

5. **ITEMS PENDING ANALYSIS: NO ACTION REQUIRED**
 - a. **I move that Richland County Council direct the County Administrator and his staff to conduct an equity and inclusive assessment of Richland County Administrative policies and services; and provide recommendations for a comprehensive approach to advancing equity for people**

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of color, women and others who have been historically under- served, marginalized, and adversely affected by persistent inequality. By advancing equity across Richland County Government, we can create opportunities for the improvement of businesses, communities and individuals that have been historically under-served, which will benefit all of Richland County. Appropriate assessments will better equip Richland County to develop policies and programs that deliver resources and benefits equitably to all. [McBride] – Mr. Malinowski inquired what Ms. McBride wanted to have done with this motion, so staff has a clearer idea of what she is looking for.

Ms. McBride responded she wanted staff to begin looking at how we do the evaluation, in terms of contracting it out, and what would be necessary. She would like for them to come back with other options in regards to the cost of a study, and to come back with an understanding of what needs to be done. The purpose is to have an outside evaluator. She would not want staff to evaluate themselves. Her issue was to begin to move this forward, with the understanding staff would come back to us with an amount, but to wait until the budget starts would put us too far behind. We would not have the chance to look at and adjust what needs to be done.

Mr. Malinowski inquired if there is any reason staff could not move forward by creating a request for proposal.

Ms. McBride responded that would help.

Mr. Brown responded that is possible, and they will follow-up with Ms. McBride.

6. **ADJOURNMENT** – The meeting adjourned at approximately 6:55 PM.