



RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS

Valerie Hutchinson	Bill Malinowski, Chair	Kelvin Washington
District 9	District 1	District 10

**JUNE 16, 2009
4:00 PM**

CALL TO ORDER

Approval Of Minutes

1. June 2, 2009

Adoption Of Agenda

- 2.

Items For Action

3. Council Individual Discretionary Accounts-Kept in Committee for additional information

4. Employee Grievance Committee Procedures/Guidelines for committee members

5. Revised Application-No action required by committee, forward out to Council

Adjournment



Richland County Council Request of Action

Subject

June 2, 2009

Purpose

Minutes of



RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS COMMITTEE

June 2, 2009
5:00 PM

MEMBERS PRESENT:

Member	Chair, Bill Malinowski
Member	Valerie Hutchinson
Member	Kelvin Washington

ALSO PRESENT- Monique Walters

CALL TO ORDER

The meeting was called to order at approximately 5:04 p.m.

APPROVAL OF MINUTES

Rules and Appointments Committee May 5, 2009-the minutes were approved as submitted.

ADOPTION OF AGENDA

Agenda was adopted as submitted.

INTERVIEWS

Accommodations Tax Committee-the interviews for two positions began at approximately 5:10 pm; James Benjamin Blackwell was interviewed, Daniel R. Wilson was unable to attend due to prior commitment.

Building Codes Board of Adjustments and Appeals- the interview for one position was held at approximately 5:20 pm; E. Ralph Walden was interviewed.

Historic Columbia Foundation-there was one position; the applicant John W. Cullum was not scheduled for the interview. Mr. Cullum is also the incumbent.

Richland County/City of Columbia Animal Care Advisory Committee-the interview for two positions was held at approximately 5:30 pm; the applicants were Michelle Anderson, L. Lynn Butts (she was unable to attend due to a prior commitment), Blakeley Copeland Cahoon, Louise C. Emmott, Edwin Shawn Sorrell, and Peggy O’N. Wilson.

ITEMS FOR ACTION

Council Individual Discretionary Accounts-(Kept in Committee for additional information)-Deferred to the next committee meeting due to time.

Employee Grievance Committee-Procedures/Guidelines for Committee Members-Deferred to next committee meeting due to time.

Revised Application-(No action required by committee, forward out to Council)-Deferred to next committee meeting due to time.

ADJOURNMENT

The meeting adjourned at approximately 5:47 pm.

Minutes transcribed by Monique Walters

Richland County Council Request of Action

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Council Individual Discretionary Accounts-Kept in Committee for additional information

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DRAFT

Richland County Council's Individual Expense Accounts
Policy Guidelines

Policy: The Individual Expense Accounts are to be used as a general government reimbursement expense fund and not for the exercise of legislative functions.

Description of Allowed Expenses:
(this list is not all-inclusive and should be used merely as a guideline)

- Cost of general business supplies not provided by the County
- Cost of general periodicals, professional journals, and reference books related to the operation of County government
- Cost of per diem and mileage involved in the conduct of County business
- Costs associated with community functions, conferences and training seminars, such as food, gas, mileage automobile rental, accommodations, tuition and materials

Categories of Non-Allowed Expenses:

- Any **legislative** function, including those already being acted on by the full Council and those not before the Council but involving traditionally legislative functions such as infrastructure, public recreation, etc.
- Using public funds for a private purpose or in furtherance of any particular religion
- Any disbursement of funds which would ordinarily be disbursed through another County process, such as the budget process, hospitality tax fund disbursements, etc.

DRAFT

Richland County Council Request of Action

Subject

Employee Grievance Committee Procedures/Guidelines for committee members

Purpose

Richland County Council Request of Action

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Revised Application-No action required by committee, forward out to Council

Purpose



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

Applicant must reside in Richland County.

Name: _____

Home Address: _____

Telephone: (home) _____ (work) _____

Office Address: _____

Email Address: _____

Educational Background: _____

Professional Background: _____

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

Name of Committee in which interested: _____

Reason for interest: _____

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

Presently serve on any County Committee, Board or Commission? _____

Any other information you wish to give? _____

Recommended by Council Member(s): _____

Hours willing to commit each 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, as the County Council, by majority vote of the council. ~~shall elect.~~

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

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