

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA



RULES AND APPOINTMENTS COMMITTEE

June 7, 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 4:02

APPROVAL OF MINUTES

May 17, 2016 – Ms. Dixon moved, seconded by Mr. Manning, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF THE AGENDA

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

NOTIFICATION OF VACANCIES

- a. **Accommodations Tax – 3 (One applicant must have a background in the Cultural Industry; other two applicants must have a background in the Lodging Industry)**
- b. **Community Relations Council – 2**
- c. **Hospitality Tax – 4 (Two applicants must be from the Restaurant Industry; other two positions are at-large seats)**
- d. **Internal Audit Committee – 1 (Applicant must be a CPA)**
- e. **Employee Grievance Committee – 1**
- f. **Board of Assessment Appeals – 1**
- g. **Business Service Center Appeals Board – 2 (Applicant must have a background in Business)**

Mr. Manning moved, seconded by Ms. Dixon, to advertise for the vacancies. The vote in favor was unanimous.

Committee Members Present

Bill Malinowski, Chair
Julie-Ann Dixon

Others Present:

Norman Jackson
Kimberly Roberts
Michelle Onley

Mr. Manning moved, seconded by Ms. Dixon, to accept Ms. Ray Borders Gray's application on file for consideration, if interested, for a vacancy on the Community Relations Council. The vote in favor was unanimous.

Ms. Borders Gray declined the County's invitation since she is currently serving on the Community Relations Council for the City of Columbia.

ITEMS FOR ACTION

- a. **All motions must be posted a minimum of 24 hours before a scheduled Council meeting. Note: When Council made this change it was to eliminate any surprise or intent of secrecy. It eliminated Chairs of committees adding motions to an agenda before the meeting without notice. The change was for all motions not some. [JACKSON]** – Mr. Farrar stated the hallmark of a deliberative body is to make motions. Council is entitled to make motions at any time as long as the maker of the motion receives a second.

Mr. Manning moved, seconded by Ms. Dixon, to hold this item in committee and invite the maker of the motion to attend the committee meeting to explain the intent of the motion. Mr. Farrar will be out of the country on military duty until July 23rd; therefore, this item appear on the September 13th committee agenda for action.

- b. **Based on Richland County guideline and grievance procedure I move that after all grievance committee hearings are held within the required timeline that the Administrator update and notify Council at the next available Council meeting. This also includes any notices of lawsuits or legal matters. Note: Recently Council was notified of a ruling more than one year later. If there is a timeline for the employee, the chair of the grievance committee and the committee then there must be a timeline to notify Council [JACKSON and MALINOWSKI]** – Mr. Manning stated up until the grievance is turned over to Administration there is a timeframe to complete their part.

The question before the committee is, what is a reasonable amount of time for Administration to report out the findings to Council?

The committee recommended Administration's input and/or attendance at the next committee meeting.

INTERVIEWS

- a. **Community Relations Council – 3** – Mr. Gardner L. Johnson was interviewed.

Mr. Manning moved, seconded by Ms. Dixon, to appoint Mr. Gardner L. Johnson to the Community Relations Council. 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