

# Minutes of



## RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS COMMITTEE April 7, 2009 4:00 PM

### MEMBERS PRESENT:

<b>Member</b>	Chair, Bill Malinowski
<b>Member</b>	Valerie Hutchinson
<b>Member</b>	Kelvin Washington

**ALSO PRESENT-** Milton Pope, Michielle Cannon-Finch, Larry Smith, Monique Walters

### CALL TO ORDER

The meeting was called to order at approximately 4:02 p.m.

### APPROVAL OF MINUTES

**Rules and Appointments Committee March 17, 2009**-the minutes were approved as submitted.

### ADOPTION OF AGENDA

Agenda was adopted with the following amendment: item 12, Grievance Committee process was added to the Other Items heading of the agenda.

### INTERVIEWS

**Employee Grievance Committee**-the interview for one position was not held; the applicant, Nelda Smyrl was unable to attend due to prior work commitment.

**Historic Columbia Foundation**- the interview for one position was not held; the applicant, Patricia D. Williams was scheduled for a prior work commitment.

## ITEMS FOR ACTION

**Composition of County Commission, Boards, and Committees**-Bill Malinowski asked that a profile sheet be provided to all council members.

**Council Individual Discretionary Accounts**-the Committee suggested this item remain in committee since it was not on the Council agenda for the April 7, 2009 council meeting.

**Electronic Participation (Rule Clarification)**-Mr. Malinowski, seconded by Valerie Hutchinson, recommended this item be forwarded to Council.

**Revised Application Form**-the Committee recommended this item remain in committee because the form was not on the Council agenda for April 7, 2009 council meeting.

## DISCUSSION

**Building Codes Board of Adjustments and Appeals-1**-there is a vacancy occurring in this board in May; the committee recommended advertising the position.

**Employee Grievance Committee-2**-there are two vacancies on this committee due to the immediate resignations of two members; the committee recommended advertising the vacancies on this committee.

**Richland County Library Board**-Members of the Library Board sat in for a discussion regarding the terms. The Committee recommended keeping this item in committee and bringing it back at the April 21, 2009 meeting for action.

## OTHER ITEMS

**Employee Grievance Committee Process**-the committee agreed with the Administrator's recommendation that the members of the Grievance Committee receive training from an outside attorney or the County's Legal Department, and perhaps have them to sign a confidentiality agreement document.

From the Council Agenda, re-advertise the following committees: Accommodations Tax, Hospitality Tax, Internal Audit Committee, and Historic Columbia Foundation.

## ADJOURNMENT

The meeting adjourned at approximately 5:13 pm.