



RICHLAND COUNTY COUNCIL

ADMINISTRATION AND FINANCE COMMITTEE

Damon Jeter	Gwendolyn Kennedy	Greg Pearce (Chair)	Jim Manning	Seth Rose
District 3	District 7	District 6	District 8	District 5

**DECEMBER 20, 2011
6:00 PM**

2020 Hampton Street

CALL TO ORDER

APPROVAL OF MINUTES

1. Regular Session: November 22, 2011 (pages 4-6)

ADOPTION OF AGENDA

ITEMS FOR ACTION

2. Pursuant to a request from Gary Watts, the Richland County Coroner, I move that the County Administrator and/or his designee along with the County Attorney meet with the Coroner and Probate Judge Amy McCullough to determine whether a county ordinance could be developed that would assist in the recovery of costs associated with the disposition of unclaimed decedents. This would only apply to those individuals whose estates are determined to have financial resources available. Explanation: According to the Coroner, the number of families declining custody of their deceased

relatives is rising annually with the County having to bear the cost of preparation and burial of these individuals. In many cases, the Coroner and Probate Judge have determined that the decedent's estates have sufficient assets to cover these costs; however, they currently have no means to recover the costs associated with these expenses. (page 8)

3. Motion requesting that County Attorney establish a list of qualified bond attorneys (pages 10-11)
4. Status Offender Intervention Project/One Full-time position/10% match (pages 13-15)
5. Broad River Administration Building-Loan Payment (pages 17-18)
6. Approval to Participate in Emergency Medicine Fellowship Program (pages 20-27)
7. Landfill Office Building Replacement (pages 29-31)

ITEMS PENDING ANALYSIS: NO ACTION REQUIRED

8. a. Based on the new sewer planned for the lower Richland County area and the possibility of assistance being provided to Low/Middle income households (LMIH) I move that staff create an ordinance that sets forth criteria for qualifications to receive assistance and that it will apply equally to all LMIH throughout Richland County (Malinowski, November 2010)
- b. To donate the Woodrow Wilson Home and Hampton-Preston Mansion to a non-profit organization that can handle its historic value and solicit funding from a larger area of funders or create such an organization and turn over all title and responsibility (Jackson, May 2011)
- c. That a policy be created regarding how to deal with approved grants prior to budget time and again at budget time when grants have been reduced or eliminated. When the grant ends Richland County will not provide additional funds in that agency's budget and they will have to absorb it if they want to keep it (Malinowski, November 2011)

ADJOURNMENT



Richland County Council Request of Action

Subject

Regular Session: November 22, 2011 (pages 4-6)

Reviews

MINUTES OF



RICHLAND COUNTY COUNCIL ADMINISTRATION AND FINANCE COMMITTEE TUESDAY, NOVEMBER 22, 2011 5:00 P.M.

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.

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MEMBERS PRESENT

Chair: L. Gregory Pearce, Jr.
Member: Damon Jeter
Member: Gwendolyn Davis Kennedy
Member: Jim Manning
Member: Seth Rose

ALSO PRESENT: Paul Livingston, Bill Malinowski, Valerie Hutchinson, Norman Jackson, Joyce Dickerson, Kelvin Washington, Milton Pope, Tony McDonald, Sparty Hammett, Roxanne Ancheta, Sara Salley, Randy Cherry, Larry Smith, Stephany Snowden, Daniel Driggers, Dale Welch, Buddy Atkins, Lillian McBride, Gary Baum, Chris Eversmann, Michael Byrd, Pam Davis, Donny Phipps, Dwight Hanna, Tiaa Rutherford, Ebony Woods, Valeria Jackson, Monique Walters, Michelle Onley

CALL TO ORDER

The meeting started at approximately 5:04 p.m.

APPROVAL OF MINUTES

October 25, 2011 (Regular Session) – Mr. Rose moved, seconded by Ms. Kennedy, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA

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

ITEMS FOR ACTION

Action to Make Certain Department Heads with Contractual Responsibility At Will Employment Status – Mr. Rose moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to table. The vote was in favor.

Richland County Council
Administration and Finance Committee
November 22, 2011
Page Two

County Council Shirts – A discussion took place.

Mr. Jeter moved, seconded by Mr. Rose, to forward this item to Council with a recommendation to maintain the current County seal and full Council will determine design and colors. The vote in favor was unanimous.

Approval of Competitive 2010 Local Emergency Management Performance Funds Grant – Mr. Rose moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve Alternative #1: “Approve the request to accept the LEMPG grant, if awarded.” The vote in favor was unanimous.

Payment Procedures for County Grant Programs – Ms. Kennedy moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation that the existing procedures remain in place. The vote in favor was unanimous.

Special DUI Prosecutor Grant – Mr. Rose moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve Alternative #1: “Approve the request to accept the Office of Highway Safety with no match required.” The vote in favor was unanimous.

VOTE Federal Accessibility Grants for the Election Commission – Mr. Rose moved, seconded by Mr. Manning, to forward this item to Council with a recommendation to approve Alternative #1: “Approve the request to accept the HAVA grants in the amount of \$50,224, if awarded.” The vote in favor was unanimous with Mr. Jeter abstaining.

CDBG Allocation of Funds Decker Boulevard Specific – Mr. Manning moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve the expenditure of CDBG funds for the Decker Blvd. Master Plan in the amount of \$300,000.00. The vote in favor was unanimous.

Resolution to Distribute \$5,281.78 in Federal Forestry Funds – Mr. Manning moved, seconded by Mr. Rose, to forward this item to Council with a recommendation to approve Alternative #1: “Approve the resolution allocating \$5,281.78 of which 50% will be apportioned to public schools, and the remaining 50% for the construction and/or improvement of public roads.” The vote in favor was unanimous.

Professional Services Property Acquisition adjacent to Jim Hamilton-LB Owens Airport – Mr. Manning moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve the request to authorize executing a contract with LPA Group for property acquisition professional services. The vote in favor was unanimous.

Extended Maintenance on the Assessor's UNISYS System through 2015 – Ms. Kennedy moved, seconded by Mr. Rose, to defer this item until the January Committee meeting. The vote in favor was unanimous.

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Increase RCSD Deputy Current Pay – Mr. Manning moved, seconded Ms. Kennedy, to forward this item to Council with a recommendation to use counter offers as an immediate tool to address turnover issues that may occur over the next several months on a case-by-case basis. Additionally, to address the deputies current pay, as part of the Compensation and Classification study. The vote in favor was unanimous.

Responses from RFP to Medicare Retiree Group Health Insurance Benefit Services – Mr. Manning moved, seconded by Mr. Jeter, to forward this item to Council without a recommendation. The vote in favor was unanimous.

ADJOURNMENT

The meeting adjourned at approximately 5:38 p.m.

Submitted by,

L. Gregory Pearce, Jr., Chair

The minutes were transcribed by Michelle M. Onley

Richland County Council Request of Action

Subject

Pursuant to a request from Gary Watts, the Richland County Coroner, I move that the County Administrator and/or his designee along with the County Attorney meet with the Coroner and Probate Judge Amy McCullough to determine whether a county ordinance could be developed that would assist in the recovery of costs associated with the disposition of unclaimed decedents. This would only apply to those individuals whose estates are determined to have financial resources available. Explanation: According to the Coroner, the number of families declining custody of their deceased relatives is rising annually with the County having to bear the cost of preparation and burial of these individuals. In many cases, the Coroner and Probate Judge have determined that the decedent's estates have sufficient assets to cover these costs; however, they currently have no means to recover the costs associated with these expenses. (page 8)

Reviews

The Coroner has indicated that he will address this matter on the State level.

Richland County Council Request of Action

Subject

Motion requesting that County Attorney establish a list of qualified bond attorneys (pages 10-11)

Reviews

Richland County Council Request of Action

Subject: Motion requesting that County Attorney establish a list of qualified bond attorneys

A. Purpose

Council is requested to consider the motion made at the November 15, 2011 Council Meeting, and direct staff as appropriate.

B. Background / Discussion

The following motion was made at the November 15, 2011, Council Meeting by Councilmember's Jeter and Washington:

“In an attempt to give qualified law firms an opportunity to participate in the counties bond work. We would request that the County Attorney establish a list of qualified firms and the list would be used to rotate the counties bond function. In addition, the County would encourage these firms to ensure that there is minority partnership in the process.”

It is at this time that staff is requesting direction from Council with regards to this motion.

C. Financial Impact

There is no known financial impact associated with this request at this time.

D. Alternatives

1. Approve the motion and direct staff as appropriate.

2. Do not approve the motion.

E. Recommendation

Council discretion.

F. Reviews

(Please ***SIGN*** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers

Date: 12/12/11

- Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)

Comments regarding recommendation:

The ROA is requesting staff direction and is a policy decision for council discretion.

While it is possible and does seem prudent for the county to maintain an on-going list of qualified firms to handle our bond work and is a good business practice for the county to encourage minority participation from our vendors, Council should also consider the impact of lost efficiencies from a required rotation.

The County bond work is an on-going process that needs continuity over a period of time in order to gain an advantage of economies of scale in the rapidly changing bond market. Additionally, many times the project work for any given bond issue is not developed at any specific point in time but can be the culmination of several months or years of development.

Procurement

Reviewed by: Rodolfo Callwood Date: 12-12-11
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation:

Legal

Reviewed by: Larry Smith Date:
 Recommend Council approval Recommend Council denial
✓ Council Discretion (please explain if checked)
Comments regarding recommendation: The rotation of bond council is within Council’s discretion and would be a way to achieve broader participation in the counties bond work if the Council determines that that is a policy that they want to implement to achieve that goal.

Administration

Reviewed by: J. Milton Pope Date: 12-13-11
 Recommend Council approval Recommend Council denial
✓ Council Discretion (please explain if checked)
Comments regarding recommendation:

Richland County Council Request of Action

Subject

Status Offender Intervention Project/One Full-time position/10% match (pages 13-15)

Reviews

Richland County Council Request of Action

Subject: Status Offender Intervention Project/One Full-time Position/10% Match

A. Purpose

County Council is being requested to approve a grant proposal that was not included in the Grant Budget Request for 2011-2012.

B. Background / Discussion

The Richland County Sheriff's Department has applied for a grant from the Juvenile Accountability Block Grant Program, administered by the South Carolina Department of Public Safety. This project will employ one full-time Program Coordinator to administer a family education and behavioral program for juvenile status offenders in Richland County. Richland County has one of the highest rates in the state for committing juveniles to the Department of Juvenile Justice for evaluation. In the case of status offenders, meaning juveniles that commit an offense (i.e. running away, incorrigibility, truancy, alcohol violations) that would not be considered a criminal offense if committed by an adult, these offenses are primarily a result of family dysfunction.

Status offenders are a serious issue in Richland County and account for a significant drain on law enforcement resources. In 2010, the Richland County Sheriff's Department received 757 reports of runaways and/or incorrigibility and thus far in 2011, there have been 654 reports. This project would provide status offenders and their families with a proven education and behavior program in order to address identified needs and to prevent the juvenile from committing more serious criminal acts. This grant allows for a possible three year project period, renewable each year. While there is no specific requirement that the project be continued after funding ends, the grantor agency does take the issue of program continuation into account when making decisions for future funding.

C. Financial Impact

Status Offender Intervention Total Project Cost: \$77,715

Grantor Portion (90%): \$69,943

Match (10%): \$ 7,772

D. Alternatives

1. Approve the request to fund this program to provide an intervention program for status offenders.
2. Do not approve, forfeit funds, and decrease likelihood for future funding.

E. Recommendation

1. It is recommended that Council approve the request for the Status Offender Intervention Project.

Recommended by: *Deputy Chief Stephen Birnie* Department: *Richland County Sheriff's Dept.* Date: *December 15, 2011*

F. Reviews

(Please ***SIGN*** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers Date: 12/6/11
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation: Recommendation is to support the program however funds would need to be identified for the \$6,821 County match. One option for funding is to utilize funds that are currently available in the County match account from grants that were planned but not received.

Human Resources

Reviewed by: Dwight Hanna Date:
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation: Based on justification submitted in ROA.

Grants

Reviewed by: Sara Salley Date: 12/12/11
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation:

Legal

Reviewed by: Larry Smith Date:
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation:

Administration

Reviewed by: Sparty Hammett Date: 12/14/11
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)

Comments regarding recommendation: Recommend Council approval utilizing funds that are currently available in the County match account from grants that were not received.

Richland County Council Request of Action

Subject

Broad River Administration Building-Loan Payment (pages 17-18)

Reviews

Richland County Council Request of Action

Subject: Broad River Administration Building – Loan Payment

A. Purpose

County Council is requested to approve a budget amendment and appropriate a portion of the interest earned on the outstanding Broad River Sewer bond. Approval would direct the funds to be used to satisfying the outstanding loan from the General Fund.

B. Background / Discussion

In 2009, Council approved a loan from the General Fund to the Utility system for \$700,000 to purchase the administrative office off Broad River road. The approved plan included a 13 year repayment of \$64k per year. The current outstanding balance is \$508,000.

During this same period the County approved an expansion project for the Broad River Sewer treatment plant, the county issued three bonds to fund the project totaling \$38.8m. The current outstanding balance of the bonds total \$34.7m and have an average annual debt payment of \$2.4m. \$2.2m remains restricted in order to comply with the bond covenant

During the project, the bonds have earned interest and other income totaling \$3.5m. \$2.8m was appropriated in 2009 and \$75k in 2010 to cover additional project cost leaving approximately \$650k not appropriated.

In discussing with the Utilities Director, it was noted that the construction of the Broad River WWTP is complete. However there is an ongoing legal issue concerning the construction of the facility that will require the expert testimony from a structural expert. Based on this, it has been requested that the construction account needs to remain open with funds available in the Professional Services account until this legal issue is resolved. There is currently only \$15k appropriated and available in this account.

C. Financial Impact

During the budgeting process, the Utilities Director requested that a portion of the remaining funds be used to satisfy the outstanding debt to the General Fund.

Approximate amounts remaining	\$650,000
Amount needed to satisfy loan	\$508,000
Remaining funds	\$142,000

The funds considered are from an outstanding bond therefore the request would not affect the debt service commitment for payments or terms but would continue to be repaid based on the debt schedules. The bonds are structured to be outstanding until 2037. Approval would reduce the Broad River annual operating cost by \$64k per year.

D. Alternatives

1. Approve the request to appropriate and redirect the interest earned to pay off the internal loan.
2. Approve the request to appropriate the interest for some other use. One option could be to use the funds to pre-pay the debt and reduce the amount outstanding.
3. Do not approve the appropriation of the interest earned. This alternative would increase the risk that the County would eventually have a negative tax liability.

E. Recommendation

It is recommended that Council approve alternative 1 with a budget amendment.

Recommended by: Andy Metts Department: Utilities Department Date: 12/5/11

F. Reviews

(Please ***SIGN*** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers Date: 12/6/11
 Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)

Comments regarding recommendation: Option 1 or 2 would seem to be appropriate use of funds. Given the current operating ratio in the Utility System, the impact of relieving the \$64,000 annual commitment would seem to provide the most short-term benefit. Therefore based on the information provided, I would recommend alternative one. Approval would require a budget amendment.

Procurement

Reviewed by: Rodolfo Callwood Date: 12/8/2011
 Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)

Comments regarding recommendation:

Legal

Reviewed by: Larry Smith Date:
 Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)

Comments regarding recommendation: Both options 1 and 2 are legally permissible and within Council’s discretion.

Administration

Reviewed by: Sparty Hammett Date: 12/12/11
 Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)

Comments regarding recommendation: I concur with the Finance Director and recommend Council approval of Alternative 1.

Richland County Council Request of Action

Subject

Approval to Participate in Emergency Medicine Fellowship Program (pages 20-27)

Reviews

Richland County Council Request of Action

Subject: Approval To Participate In Emergency Medicine Fellowship Program

A. Purpose

County Council is requested to approve the Emergency Services Department's participation in the Emergency Medicine / EMS Fellowship Program. All costs will be paid through a grant. No county funds will be needed.

B. Background / Discussion

Palmetto Health's Emergency Medicine Department is starting an Emergency Medicine / EMS Fellowship Program. The program selects one doctor for a one year fellowship. After the fellowship year ends, another candidate is selected for the next year, repeating the cycle. Palmetto Health's Emergency Medicine Department is requesting Richland County Emergency Services Department's participation. The Fellow candidate will complete approximately 50% of the program in the pre-hospital setting. These hours will be spent learning about the administration of the EMS system including budgeting, communications, emergency management, in-service education, emergency response and other topics. The candidate will become a part-time medical control employee for EMS. Richland County's costs will be paid for by a grant to the Emergency Services Department. Palmetto Health's Emergency Medicine Department is seeking a commitment from Richland County Emergency Services so they can proceed with the start-up of the Fellowship Program. Council is being asked to approve the Emergency Services Department's participation in the Fellowship Program. The actual grant will be included in the budget request for year 2012 / 2013. The program will start on July 1, 2012. The following is a description of the program:

EMS Fellowship Proposal

Academic Year 2012-2013

Department of Emergency Medicine
Palmetto Health Richland

Richland County Emergency Services



Date: December 4, 2011

William C. Gerard, MD MMM FACEP EMT-P
Director of Professional Services & Education
Department of Emergency Medicine – PHR
Clinical Associate Professor of Internal Medicine, USC School of Medicine
Medical Director, Richland County EMS
Medical Director, LifeNet SC Helicopters

EMS Fellowship Background and Overview

What is an EMS subspecialty?

Emergency Medical Services is a clinical specialty that includes: (1) the care of patients in all environments outside of traditional medical care facilities including clinics, offices, and hospitals until arrival to a definitive medical care facility, and (2) the evaluation and treatment of acute injury and illness in all age groups, planning and prevention, monitoring and team oversight.

The declaration last year of EMS as an officially recognized medical subspecialty—so decreed by the American Board of Emergency Medicine (ABEM), one of 24 medical specialty boards under the American Board of Medical Specialties (ABMS)—was met with overwhelming excitement for the leaders in Prehospital Care in the country, but also came the realization of the challenges ahead. Among the ramifications of the long-sought decision, EMS fellowship programs now must organize to meet new requirements for accreditation by the Accreditation Council for Graduate Medical Education (ACGME).

ABMS' member boards represent 145 recognized medical specialties and subspecialties. Under ABEM, EMS joins medical toxicology, pediatric emergency medicine, sports medicine, undersea/hyperbaric medicine, and hospice/palliative medicine. ABEM will develop and administer the certification exam for graduates of accredited fellowship programs, which is expected to be ready in 2013. In the meantime, leaders of the EMS subspecialty effort have been working out exactly what those fellows will learn. EMS already had a fellowship curriculum and supporting core content, but that was developed in 1994 and thus outdated.

Currently, both components are being revamped to be more clinical and current. This work is being done by subject matter experts that make up the ABEM EMS Subspecialty Examination Committee. The Committee has recently submitted the Blueprint and Core Content for publication and this will be presented to the ABMS. I am currently a member/examination writer for the EMS Subspecialty Examination Committee.

EMS Fellowship Goals

An EMS fellowship program must

- Provide experience in clinical practice of EMS for all age groups
- Prepare physicians as practitioners, educators, researchers, and administrators capable of practicing EMS in academic and clinical settings
- Provide physicians with proficiency in managing the breadth of clinical conditions, involving patients of all age ranges with the broadest possible spectrum of emergency illnesses and injuries encountered by EMS systems in non-traditional health care settings
- Emphasis is placed on initial identification and treatment of emergency conditions with limited resources in uncontrolled circumstances
- Must teach the basic skills and knowledge of EMS practice
- Must provide progressive responsibility for and experience in the management of clinical problems

Fellowship Curriculum Format

Intentionally mirrors the four volumes of the NAEMSP text Emergency Medical Services: Clinical Practice and System Oversight.

Clinical Aspects of Prehospital Medicine

- Time/Life Critical Events
- Injury
- Medical Emergencies
- Special Clinical Considerations

Medical Oversight of EMS

- Medical Oversight
- EMS Systems
- EMS Personnel
- System Management

Quality Management and Research

- Research

Special Operations

- Mass Casualty Management
- Chemical/Biological/Nuclear/Explosive(CBRNE)
- Mass Gathering
- Disaster Management

EMS Special Operations

Sample Curriculum Element

1.1 Time/Life Critical Events

Goals and Objectives:

At the completion of fellowship training, the EMS physician will be competent to:

1. Recognize patients in the prehospital environment with time/life critical events
2. Perform procedures necessary for patient stabilization and treatment in the prehospital environment
3. Assess and manage the airway in the prehospital environment
4. Assess and manage breathing through physical examination, measurement of oxygen saturation and end-tidal CO2 monitoring
5. Assess and manage circulation and delivery of medication
6. Assess and manage the differential diagnosis to find and treat reversible causes of time/life critical events

Evaluation and Assessment Methods:

1. Direct observation of patient assessment and treatment skills in the prehospital setting by program director or faculty supervisor
2. Structured patient simulations
3. 360° feedback from faculty, allied health personnel, patient
4. Retrospective chart review

Expected Outcome of EMS Fellowship

Fellows will develop a satisfactory level of clinical maturity, judgment, and technical skill that will, on completion of the program, allow them to pursue independent practice in EMS.

The purpose of an EMS Specialty as described by ABEM:

“The purpose of the proposed subspecialty certification in EMS is to standardize physician training and qualifications for EMS practice, to improve patient safety and enhance the quality of emergency medical care provided to patients in the prehospital environment, and to facilitate further integration of prehospital patient treatment into the continuum of patient care.”

Applicant Qualifications

Graduate of an ACGME accredited residency program in Emergency Medicine
Eligible for licensure to practice medicine in the State of South Carolina Care
Familiarity and experience with EMS is preferred, but not required

EMS Fellowship Institution

- Palmetto Health Richland will be the sponsoring institution and assume ultimate responsibility for the program
- The program structure includes the participation of the University of South Carolina School of Medicine
- Palmetto Health Richland is a hospital which serves as a base station hospital with regular communications with EMS providers
- Majority of didactic and clinical experiences should take place at Palmetto Health Richland
- The Program will have affiliations with primarily Richland County Emergency Services and secondarily with LifeNet SC/Air Methods, South Carolina Law Enforcement Division, Richland County Sheriff's Department, and the National Park Service. These affiliations will provide for all clinical experiences necessary to satisfy the objectives of the EMS Fellowship.

EMS Fellowship Director

The Director will be William C. Gerard. Dr. Gerard has the requisite specialty expertise and documented educational and administrative experience. He is currently certified by ABEM.

EMS Fellowship Resources

- An emergency service for both adult and pediatric patients, adult and pediatric inpatient facilities, and adult and pediatric intensive care facilities
- Disaster planning and response programs
- Two-way radio communications between the primary hospital and surrounding medical transportation services for the purpose of provision of online medical direction
- Equipment and means of transportation for the fellow to provide prehospital patient care
- Educational experiences in a variety of EMS systems including freestanding, fire-based, governmental, and for-profit services.
- Experience in air medical evacuation and interfacility transportation service
- Experiences in administrative components of an EMS system to determine functioning, designs, and processes to ensure quality of patient care in the prehospital setting

Selection Process

- Applicants will be required to submit three letters of recommendation, one from the applicant's residency director
- Interviews will be conducted with the Program Director, Richland County Emergency Service's Director, and by select faculty in the Department of Emergency Medicine at Palmetto Health Richland.

Assessment of Fellow

- Minimum of 12 months of clinical experience as the primary or consulting physician responsible for providing direct patient evaluation and management in prehospital setting as well as supervision of care provided by all allied health providers in prehospital setting
- Direct experience in evaluating and managing patients in prehospital setting with acutely ill and injured patients of both adult and pediatric ages
- Provide online medical direction of patient care by EMS personnel
- Experience in an emergency communications center and a public safety answering point utilizing emergency medical dispatching guidelines
- Provide online medical direction for aeromedical services
- Experience with regional and state offices of EMS and other regulatory bodies that impact the care of patients in the prehospital setting

- ACGME Competencies
 - Patient care
 - Medical knowledge
 - Practice-based learning and improvement
 - Interpersonal and communication skills
 - Professionalism

Compensation

- Funded through Carolina Care, PA and an educational grant from the Carolina Care Foundation to Richland County.
- Fellow’s compensation will model current EM Ultrasound Fellow Program

Challenges

Immediate preparation for ACGME accreditation once final standards and timelines are published. Program Director will need to sit for first Board Certification Examination in 2013.

C. Financial Impact

There is no financial impact. The grant, which will not require a match, will be included in the budget for year 2012/13.

D. Alternatives

1. Approve Emergency Services to participate in the Fellowship Program.
2. Do not approve participating in the program.

E. Recommendation

It is recommended that Council approve the Emergency Services Department’s participation in the Palmetto Health Emergency Medicine Department’s Fellowship Program.

Recommended by: Michael A. Byrd Department: Emergency Services Date: 12/06/11

F. Reviews

(Please SIGN your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

FinanceReviewed by: Daniel Driggers

Date: 12/7/11

 Recommend Council approval Recommend Council denial Council Discretion (please explain if checked)

Comments regarding recommendation: Based on internal discussions, the request is for approval to make the application and program conceptually. The grant would still need to be requested and approved during the FY13 budget process. Therefore recommendation is based on no financial or long-term commitment.

ProcurementReviewed by: Rodolfo Callwood

Date: 12/9/11

 Recommend Council approval Recommend Council denial Council Discretion (please explain if checked)

Comments regarding recommendation:

GrantsReviewed by: Sara Salley

Date: 12/9/11

 Recommend Council approval Recommend Council denial Council Discretion (please explain if checked)

Comments regarding recommendation:

LegalReviewed by: Larry Smith

Date:

 Recommend Council approval Recommend Council denial Council Discretion (please explain if checked)

Comments regarding recommendation: Recommendation of approval is subject to the county and the hospital mutually agreeing on some proposed language related to liability of the employee whenever they are not under the direction and supervision of EMS.

AdministrationReviewed by: Tony McDonald

Date: 12/13/11

 Recommend Council approval Recommend Council denial Council Discretion (please explain if checked)

Comments regarding recommendation: Recommend approval. As indicated, there is no financial obligation on the part of the County to participate in the program.

Richland County Council Request of Action

Subject

Landfill Office Building Replacement (pages 29-31)

Reviews

Richland County Council Request of Action

Subject: Landfill Office Building Replacement

Purpose

Council is requested to authorize the spending of approved funds for the Department of Solid Waste to construct a new office building at the Richland County Landfill on Caughman Rd. to centralize the department into one primary facility.

Council is also requested to authorize the Procurement Director to award a contract with the recommended lowest responsive and responsible bidder whose bid complies materially with the specifications and requirements as publicized.

Background / Discussion

Currently, the Department of Solid Waste is housed in two separate facilities, one at a converted garage at the County Landfill and in temporary office trailers at Powell Road. The current structure at the landfill is rusted, leaking, energy inefficient, over thirty seven (37) years old, was not intended for office use, and does not meet federal ADA and other requirements. The office trailers at Powell Rd. are intended for temporary use only, thus do not serve the Department's current needs, much less their future needs. These trailers were only intended as a temporary solution and do not address the needs for a permanent solution. Constructing a new facility for the Department of Solid Waste that additionally houses the Roll Cart, Recycling Container, and Storage Operations will aid in resolving storage and parking space inadequacies at the 400 Powell Road Complex by allowing the removal of the office trailer and relocating all processes mentioned above.

The current facility at the landfill will be demolished and a new office building will be built in its place. This new facility will house all personnel from the current landfill operation along with all personnel housed in the temporary trailer at Powell Rd. This new facility will be more energy efficient, more responsive to the needs of the department, allow for future growth through smart design, reduce travel between facilities, consolidate support equipment and meet federal ADA and other requirements. Furthermore, by eliminating the need of the temporary trailer, the County will eliminate the \$1,000 per month lease cost associated with this trailer.

The design work for this project was designed and completed by a professional architectural firm. The design meets not only the department's needs and Landfill clients, but also the public needs for interacting with the Solid Waste Department. The Department of Support Services, along with the architect, will oversee the project to ensure the County's interests are protected.

Richland County received bids on 12/6/11, the same day the information has to be submitted to Administration for review. There were a total of 9 contractors who submitted bids. At this time, the **apparent** responsive, low bidder is Construction Dynamics Inc., however, the Architect Firm will review all the bids and documents and will make their official

recommendation along with all the required documentation by no later than the close of business of Monday, December 12th, 2011. Once received, this information will be forwarded to Administration at that time. Approving this request will allow the project to move forward in a timely manner, thus minimizing potential conflicts with the bid acceptance period.

This project was advertised to meet the Councils original calendar, but with the holiday changes to the published calendar and expiration timelines of the bids submitted this has become a time sensitive item creating the need to reaffirm the recommendations at the committee meeting.

Financial Impact

Council had previously approved the allocation of \$500,000 for this project through the 2010-2011 budget process. An additional \$ 298,985.50 has been identified from existing funds within the Solid Wastes current budget for this project that will not negatively impact the Solid Waste budget. Council is requested to authorize the spending of \$ 798,985.50 for the construction of the Richland County Landfill Office building, which includes the construction cost of \$694,770.00, along with a 15% contingency cost of \$ 104,215.50.

There are no additional funds requested for this project. The project's funding has already been identified.

Alternatives

1. Authorize Procurement to award the contract to Construction Dynamics Inc., the lowest responsive and responsible bidder whose bid complies materially with the specification and requirements as publicized utilizing the funding that is identified and available within the Department of Solid Waste's budget.
2. Direct staff to award the bid to one of the alternate bid responders
3. Do not approve the request to award the contract at this time and leave the Department of Solid Waste in their current locations utilizing the existing facilities. This option will require the county to incur the \$1,000.00 per month trailer lease cost. Also, it restricts the Public's access at the landfill building due to ADA non-compliance. Furthermore, the ongoing cost of maintaining the existing landfill building will only increase due its age and deteriorating state.

Recommendation

It is recommended that Council authorize alternative 1.

Recommended by: Paul Alcantar Department: Solid Waste Date: 12/06/11.

F. Reviews

(Please ***SIGN*** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers

Date: 12/7/11

✓ Recommend Council approval

Recommend Council denial

Council Discretion (please explain if checked)

Comments regarding recommendation: Recommendation is based on availability of funding. \$868k is available in the landfill budget for the project.

Support Services

Reviewed by: John Hixon

Date:

✓ Recommend Council approval

Recommend Council denial

Council Discretion (please explain if checked)

Comments regarding recommendation: Recommendation is based on the need to improve the conditions, efficiency, and current regulatory compliance (ADA) of the current facilities, remove the leased temporary office space currently in use, and improve the operating efficiency by consolidating the department staff and support equipment.

Procurement

Reviewed by: Rodolfo Callwood

Date: 12/8/2011

✓ Recommend Council approval

Recommend Council denial

Council Discretion (please explain if checked)

Comments regarding recommendation:

Legal

Reviewed by: Larry Smith

Date:

✓ Recommend Council approval

Recommend Council denial

Council Discretion (please explain if checked)

Comments regarding recommendation:

Administration

Reviewed by: Tony McDonald

Date: 12/15/11

✓ Recommend Council approval

Recommend Council denial

Council Discretion (please explain if checked)

Comments regarding recommendation: The construction of the landfill office building is a planned capital project within the Solid Waste Enterprise Fund, and funds have been appropriated for the project. Approval, therefore, is recommended.

Items Pending Analysis

Subject

- a. Based on the new sewer planned for the lower Richland County area and the possibility of assistance being provided to Low/Middle income households (LMIH) I move that staff create an ordinance that sets forth criteria for qualifications to received assistance and that it will apply equally to all LMIH throughout Richland County (Malinowski, November 2010)
- b. To donate the Woodrow Wilson Home and Hampton-Preston Mansion to a non-profit organization that can handle its historic value and solicit funding from a larger area of funders or create such an organization and turn over all title and responsibility (Jackson, May 2011)
- c. That a policy be created regarding how to deal with approved grants prior to budget time and again at budget time when grants have been reduced or eliminated. When the grant ends Richland County will not provide additional funds in that agency's budget and they will have to absorb it if they want to keep it (Malinowski, November 2011)

Reviews