

COMMITTEE OF COUNCIL AS A WHOLE REPORT

Council Members:

Roy Costner, Chairman
Chris Bowers, Vice Chairman
Wes Hendricks, Vice Chairman Pro-Tem
Carl Hudson
Trey Whitehurst
Ensley Feemster

Staff in Attendance:

Ken Roper, County Administrator
Meagan Nations, Clerk to Council

The Committee of the Whole met in the Main Conference Room, at the Pickens County Administration Facility, on Monday, June 15, 2020 at 6:00 PM. All members of the committee were in attendance, with Chairman Roy Costner presiding.

WELCOME AND CALL TO ORDER:

Chairman Roy Costner called the Committee of the Whole meeting to order. Councilman Wes Hendricks led the invocation and Pledge of Allegiance.

COMMITTEE OF THE WHOLE:

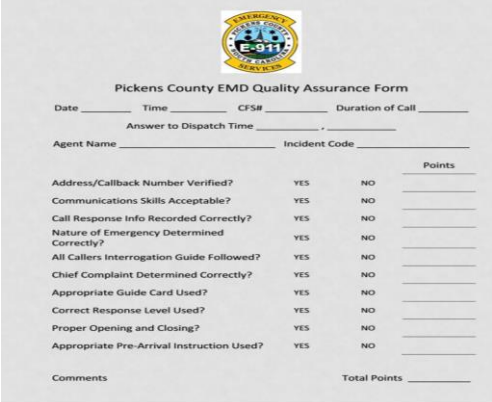
Chairman Roy Costner stated the meeting will begin with *Log No. 105* – E911.

E911 – Log No. 105

- Scott Smith, Emergency Services Director, stated in November of last year, they brought forward a presentation with where they were at EMD status. Mr. Smith stated he wanted to give a review on how we go about our EMD processing.
- Mr. Smith presented the following and had detailed discussion to include, but not limited to:
 - **EMD Grading and Call Selection Process**
 - A report is generated in CAD to list all medical calls each call taker handled during month
 - E-911 Data Specialist and PCSO Communications Coordinator go over calls together
 - E-911 Data Specialists uses the call list to randomly select calls and chooses calls of different medical types
 - CAD Information and audio for each call is reviewed to be graded for all requirements listed
 - Calls are graded based on 10 criteria equal to 10 points each
 - After call review and grading is complete, the communications coordinator does a summary of the reviews and meets with each dispatcher to go over their calls for the month to provide feedback on what they can improve upon and also what they did a great job on

COMMITTEE OF COUNCIL AS A WHOLE REPORT

➤ Pickens County EMD Quality Assurance Form



Pickens County EMD Quality Assurance Form

Date _____ Time _____ CFS# _____ Duration of Call _____

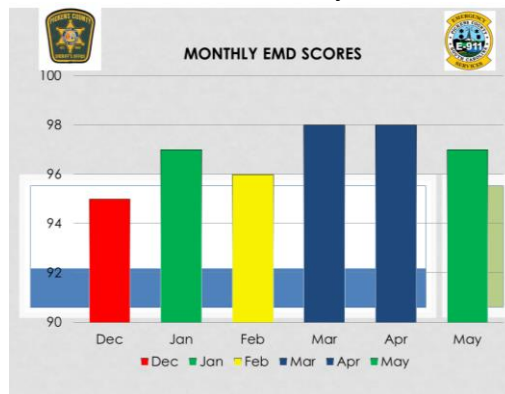
Answer to Dispatch Time _____

Agent Name _____ Incident Code _____

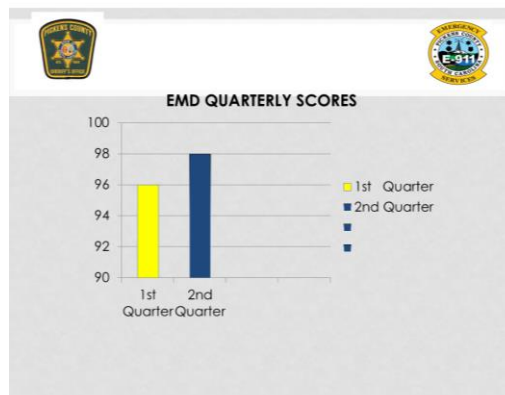
	YES	NO	Points
Address/Callback Number Verified?	YES	NO	_____
Communications Skills Acceptable?	YES	NO	_____
Call Response Info Recorded Correctly?	YES	NO	_____
Nature of Emergency Determined Correctly?	YES	NO	_____
All Callers Interrogation Guide Followed?	YES	NO	_____
Chief Complaint Determined Correctly?	YES	NO	_____
Appropriate Guide Card Used?	YES	NO	_____
Correct Response Level Used?	YES	NO	_____
Proper Opening and Closing?	YES	NO	_____
Appropriate Pre-Arrival Instruction Used?	YES	NO	_____

Comments _____ Total Points _____

➤ Monthly EMD Scores for Pickens County



➤ EMD Quarterly Scores for 2020



➤ Improvements:

- EMD Manager is now in place – Megan Burgess is now the certified EMD Manager.
- 16 Full-time dispatchers are all EMD certified, with the exception of one who is still in the training process. That employee is scheduled to begin next EMD class on July 8th.
- There are 6 part-time dispatchers, and 3 of those employees are EMD certified. Two of those employees who remain uncertified are scheduled to begin the next

COMMITTEE OF COUNCIL AS A WHOLE REPORT

class in July. The other employee who is uncertified has only been employed for approximately two weeks. Mr. Smith stated they like to evaluate the likelihood of success before additional funds are spent for training classes.

- Mr. Smith stated the recertification process is required every two years from the date of original completion of training. He stated employees are at different stages due to classes being staggered and taken at different times. The requirements for recertification are: 12 hours CDE per year, up to date CPR certification and successful completion of EMD recertification test.

➤ **Changes due to COVID-19:**

- Mr. Smith stated the actual EMD process has not specified any specific questions to be ask regarding the COVID-19 pandemic. He stated they did make the decision early on to add additional questions to help prevent the spread and ensure the safety of first responders. Mr. Smith stated the initial questions were:
 - Do you have a cough, fever, or shortness of breath?
 - Have you been in contact with anyone who has tested positive for the coronavirus?
 - Have you traveled outside of the US or been in close contact with anyone that has traveled outside of the US in the last 14 days?
 - If so, did you, or the person you were in contact with visit China, Iran, Japan, Italy or South Korea?
- Mr. Smith stated as the CDC sends out new information regarding this virus, they will update their questions. He stated they have changed several times. He stated they keep a guide that dispatchers are to review daily to stay current with any and all changes related to the coronavirus.

- Mr. Smith presented the chart below of the monthly total calls, monthly admin calls, monthly 911 calls and the percentage of 911 calls.

Month	Total Calls	Admin Calls	911 calls	% 911
December	13857	9974	3883	28.02%
January	14480	10516	3964	27.37%
February	14206	10021	4185	29.45%
March	14610	10640	3970	27.17%
April	14280	10331	3949	27.65%
May	15333	11223	4110	26.80%

- Council and staff had detailed discussion to include, but not limited to:
 - Correlation between Monthly EMD Scores and number of 911 calls
 - Average amount of time call comes in, and answered. The average answer time is 5.53 seconds.
 - Phone system, VOIP, etc.
 - Richard Crowe, 911 Technical Specialist, stated radio and CAD's have been updated, but

COMMITTEE OF COUNCIL AS A WHOLE REPORT

waiting to upgrade phones.

- Protocol on how often dispatchers are evaluated
- Is this helping EMS and Fire more efficiently?
- Regarding COVID-19, changes in protocols in the front line as far as which EMS is sending, etc.

❖ The committee recommends an update in six months. No action taken by the Committee.

2020 Recreation Funding Requests – Log No. 146

- The Committee reviewed the recommendations for recreation funding provided by the Recreation Funding Advisory Board and had detailed discussion.
- Administrator Ken Roper reviewed the available Recreation Funding Budget with each district for this Fiscal Year up until June 30, 2020. He stated there will be another \$50,000 deposited to each District on July 1st, 2020, if Council decides to leave the budget the same.

Council District	Available Budget
1	\$ 50,000.00
2	\$ 42,626.32
3	\$ 102,470.54
4	\$ 68,393.61
5	\$ 56,337.00
6	\$ 79,811.00

- After detailed discussion between District 1’s applications and recommendations, Councilman Ensley Feemster recommends approving the following disbursements from the recreation fund account for District 1.
 - Councilman Trey Whitehurst, Councilman Ensley Feemster and Chairman Roy Costner each recommended changing the recommendation to give SC Interscholastic Cycling \$2,000 out of their recreation funding accounts, for a total of \$6,000. Motion was made by Councilman Trey Whitehurst, seconded by Chairman Roy Costner and carried unanimously (6-0).

Council District	Ref No.	Name of Organization	Approved Amount	Additional Recommendations
1	2	SC Interscholastic Cycling	\$ 2,000.00	
DISTRICT 1 TOTAL:			\$ 2,000.00	

- Councilman Trey Whitehurst made a motion to recommend approving the following disbursements from the recreation fund account for District 2. Motion was seconded by Chairman Roy Costner and carried unanimously (6-0).

Council District	Ref No.	Name of Organization	Approved Amount	Additional Recommendations
2	2	SC Interscholastic Cycling	\$ 2,000.00	
2	3	Town of Six Mile	\$ 14,305.00	

COMMITTEE OF COUNCIL AS A WHOLE REPORT

2	4	Central Parks & Recreation	\$ 15,000.00	
DISTRICT 2 TOTAL:			\$ 31,305.00	

- Councilman Wes Hendricks recommends approving the following disbursements from the recreation fund for District 3. He requested more information from the Pickens County YMCA before approving any disbursement. Councilman Wes Hendricks made a motion to amend the committee's recommendation, funding the City of Pickens \$92,000. Motion was seconded by Chairman Chris Bowers and carried unanimously (6-0).

Council District	Ref No.	Name of Organization	Approved Amount	Additional Recommendations
3	5	City of Pickens	\$ 92,000.00	With the understanding to not paint any murals on Bruce Field.
3	6	Hagood Mill	\$ 0	Would like to research further and make a recommendation at next meeting.
3	7	Pickens County YMCA (Pickens)	\$ 0	Would like to research further and make a recommendation at next meeting.
DISTRICT 3 TOTAL:			\$ 92,000.00	

- Chairman Costner requested more information from the City of Liberty Recreation Department before approving any other disbursements from the recreation fund for District 4. Chairman Roy Costner made a motion to recommend approving the following disbursements from the recreation fund for District 4.

Council District	Ref No.	Name of Organization	Approved Amount	Additional Recommendations
4	2	SC Interscholastic Cycling	\$ 2,000.00	
4	9	Liberty Recreation Booster Club	\$ 12,700.00	
DISTRICT 4 TOTAL:			\$ 14,700.00	

- Vice Chairman Chris Bowers recommends approving the following disbursements from the recreation fund for District 5. He requested more information from the Pickens County YMCA before approving any disbursement. Motion was seconded by Chairman Roy Costner and carried unanimously (6-0).

Council District	Ref No.	Name of Organization	Approved Amount	Additional Recommendations
5	7	Pickens County YMCA (Easley)	\$ 0	Researching further.
5	10	City of Easley Parks & Rec	\$ 50,000.00	
DISTRICT 5 TOTAL:			\$ 50,000.00	

COMMITTEE OF COUNCIL AS A WHOLE REPORT

- Councilman Carl Hudson recommends approving the following disbursements from the recreation fund for District 6.

Council District	Ref No.	Name of Organization	Approved Amount	Additional Recommendations
6	11	Dacusville Recreation	\$ 37,580.78	
DISTRICT 6 TOTAL:			\$ 37,580.78	

- ❖ Council recommended the recommendations above, and for staff to bring back information regarding questions that Council had to the next Committee of the Whole meeting.

2020 Accommodations Tax Recommendations – Log No. 147

- Mr. Roper stated there are very limited uses of the funds. He stated the applications this year were actually less than the money available. Mr. Roper stated the ATAX Committee is a little more staff oriented than the Rec Board. Mr. Roper stated he did assist Allison Fowler, PRT Director, since she came into her new position as applications were starting to come in.
 - Vice Chairman Chris Bowers asked how soon the ATAX money needs to be distributed and spent. He stated he is thinking most of these events, especially during the start of COVID-19 pandemic, has been postponed or cancelled.
 - Ralph Guarino, Finance Director, stated Council has two years from when they collected it to spend the money.
 - Mr. Roper stated Council only has \$22,654.93 in ATAX money that has to be spent by next June 2021.
 - After much detailed discussion regarding the sponsoring organizations, amount requested and funding amount recommended by the ATAX Committee, Council recommended staff contacting the ATAX applicants and get a timeline on their events as to if it had been postponed or rescheduled.
- ❖ **Council asked Staff to please look into the Accommodations Tax applicant’s events, to see if any were postponed or cancelled due to COVID-19 and to update Council at the next meeting.**

Emergency Services Structure – Log No. 151

- Chairman Costner started the conversation stating this is something we have been working on and something that previous councils, not including any of us, have been also working on for a very long time. He stated we have made great strides over the past year to get an Emergency Services Board in place to try and work more towards efficiencies and now we have one point of contact coming into the Emergency Services Board to make recommendations to Council regarding the budget. Chairman Costner stated he feels now is the time we can continue the conversation on where Council is on this topic, where Council thinks we should be going, etc. He stated this is for Council to look at and talk about collectively.
- Ralph Guarino, Finance Director, stated he was asked to look at the current fee structure for fire fees in Pickens County, as far as maybe consolidating some of the current structures. He stated Council approved the current fee structure in the budget and made no changes for 2021. He presented the current fee structure spreadsheet to Council. He stated the dwellings vary from each district from \$40 to \$175. He stated the Commercial Building fees depend on the size of the building. He stated most commercial buildings have the same square footage for their range. Mr. Guarino stated he feels Council is familiar with this and has talked in the past about having a more uniformity. He stated Mr. Roper asked him to try to find something where we can do where we have one uniform fire fee for the current 10 fire districts that have a fire fee. Mr. Guarino stated this has nothing to do with three fire districts that have a mileage

COMMITTEE OF COUNCIL AS A WHOLE REPORT

– Shady Grove, Keowee Springs and Keowee Vineyards. He stated he looked into the SCAC tax guide regarding all 46 SC counties on all their fee structures, not only fire fees. He stated most counties fees in South Carolina are based on mileage, very few are fire fees. He stated he looked into Berkeley County's fees and he looked into uniformity between what Berkeley County has and what Pickens County is considering.

- Council and staff had detailed discussion to include, but not limited to:
 - Pickens Rural and Shady Grove discussion on mileage/fee base
 - Mr. Guarino provided the Committee with a spreadsheet of each further discussed the referenced proposal.
 - MFG Fees
 - Discussion on Apartments/Number of Units
 - Discussion on Commercial/Manufacturing Buildings
 - Square footage

- After much more discussion, Chairman Costner asked each council member to review this and bring back ideas the next time this item is discussed.

- ❖ **No Action taken by the Committee.**

AN ORDINANCE NO. 584 TO AMEND THE PICKENS COUNTY PROCUREMENT ORDINANCE FOR THE PURPOSE OF INCREASING COUNTY'S PROCUREMENT POLICY FROM 3% TO 5% TO INCREASE THE PREFERENCE FOR SUPPORTING LOCAL BUSINESSES – Log No. 153

- Mr. Roper stated Council has had first and second reading on this ordinance. He stated the existing preferred procurement policy that is on the books right now is 3%. He stated if you bid on a contract that is under \$500,000 right now, as long as you get within 3% of the low bid, you are deemed to have gotten the low bid. He stated local providers are usually hands on when they are not doing what they need to do. He stated a local in-county vendor we are more likely to see again than an out of town vendor. Mr. Roper stated there is a good rational basis of preferring in-county people. He stated when the businesses were shut down during the COVID-19 mandated order; this was one of the options if we could increase the procurement policy.
- Councilman Ensley Feemster stated he would like to see this renewable every so often, such as 3-6 years.
 - Vice Chairman Chris Bowers made a motion to add a 3-year sunset to this ordinance. Motion was seconded by Councilman Ensley Feemster. Chairman Costner asked if there was any discussion. Seeing none, motion carried unanimously (6-0).

- After much discussion, Councilman Trey Whitehurst stated he does not agree with 3%, or raising it to 5%, and he will be voting against it this evening. He stated he owns a business, and is one of the businesses who have suffered tremendously during this pandemic, and he does not agree with government interfering in the marketplace any more than it has to.
- Vice Chairman Chris Bowers stated he agrees and understanding everything Councilman Whitehurst is saying, and out of principal, he definitely sees where his vote is at but feels we are so far down the path he can't turn back now. He stated he feels we have to do something for the businesses in Pickens County.

- ❖ **Vice Chairman Chris Bowers made a motion to move Ordinance 584 out of the committee for third reading. Motion was seconded by Councilman Wes Hendricks. Motion carried 5-1, with Councilman Trey Whitehurst opposed.**

COMMITTEE OF COUNCIL AS A WHOLE REPORT

AN ORDINANCE NO. 586 TO AMEND THE PICKENS COUNTY PROCUREMENT ORDINANCE FOR THE PURPOSE OF ALLOWING LOCAL CHAMBER OF COMMERCE REPRESENTATIVES TO SERVE AS AN ADVISORY GROUP ACCORDING TO SECTION 2-296.– Log No. 154

- Mr. Roper stated he would like to discuss the simple application of how this would work. He stated the purchasing manager, whenever looking to buy products, would send it to the local chambers to inform them and publicize among their members that we are looking at doing a request for proposals or requests for quotes on this item. He stated it would not end up interfering in our day to day operations. Mr. Roper stated we would make sure we are publicizing to local businesses. Mr. Roper stated during discussion last meeting, we had discussed having Chamber of Commerce members on our Alliance Pickens Board. He stated that got lost in the shuffle and did not happen.
 - After much discussion between Council and staff, Vice Chairman Chris Bowers made a motion to amend this ordinance and change section 30-35, to include a representative from small business. Motion was seconded by Councilman Trey Whitehurst and carried unanimously (6-0).
- Chairman Costner recommended adding this to the next Committee of the Whole agenda for further discussion.

❖ **No Action taken by the Committee.**

AN ORDINANCE NO. 587 TO CREATE SMALL BUSINESS RETENTION GRANT PROGRAM – Log No. 155

- Mr. Roper stated this would take money from unclaimed overages, such as tax sales. He stated many times, despite efforts, that money after so many years is unclaimed. He stated after 5 years, it goes into our general fund. He stated the idea of this is can we take the bad circumstance and figure out a way to put that back into the local economy. He stated the idea is to set up rules, have the local chambers of commerce do grants within their jurisdictions, and provide people with grant funding for ways to improve their businesses with COVID-19 circumstances that have come up.
- Mr. Guarino stated in the past year, we put \$84,000 in general fund.
- Councilman Whitehurst stated he likes the idea, but he does not want to give the money to the Chambers to give out on their own. He would like for it to be as least politicalized as possible.
- After much more discussion, Mr. Roper stated it seems like Council would like for staff to come up with more refined options.
- Chairman Costner stated he cares about stopping the money now from going to the general fund, and staff present to Council on what they recommend for this year. He stated the ordinance basically says the money goes into its on “pot” that council designates to go wherever.
- Vice Chairman Bowers stated it would be political if we kept the money, but also political if we gave this money to Chambers to pass out.

❖ **Chairman Costner made a motion to park this money, change the ordinance and have the conversation at a later date. Motion was seconded by Vice Chairman Chris Bowers and carried unanimously (6-0).**

ADJOURN:

Hearing no further Committee business, Chairman Roy Costner called for a motion to adjourn. Motion was made by Vice Chairman Chris Bowers, seconded by Councilman Carl Hudson and carried unanimously (6-0).