



**MINUTES
FAIRFIELD COUNTY COUNCIL
BUDGET WORKSESSION
MAY 9, 2011**

Present: David L. Ferguson, R. David Brown, Mary Lynn Kinley, Kamau Marcharia, Dwayne Perry, Carolyn B. Robinson, Mikel R. Trapp, Council Members; Philip L. Hinely, County Administrator; Davis Anderson, Deputy County Administrator; Shryll M. Brown, Clerk to Council.

Staff: Laura Johnson, Alex Torr, Sheila Pickett, Hyatte Kelsey

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80 (e), as amended, the following persons and/or organizations have been notified of the time, date, and location of this meeting: The Herald-Independent, The State, and Winnsboro Cablevision, and fifty other individuals.

1. CALL TO ORDER

Chairman Ferguson called the meeting to order at 7:30 P.M.

2. INVOCATION

Council Member Kinley led in the invocation.

3. ITEMS FOR DISCUSSION

A. FY 2011-2012 Budget Presentation

Mr. Hinely was asked to discuss the vehicle policy and the fire department

- Administrative policy: Reduced the number of assigned vehicles; have pool vehicles behind the Administration Building. Try to keep them maintained. As vehicles rotated out of the system, county was spending a lot of money reimbursing employees for mileage for using their personal vehicle. If a department receives a vehicle (that is not an additional vehicle), but a replacement vehicle, the current policy is: purchase one; turn one in. Are trying to keep the fleet to a minimum.

- For years, the county was replacing one of the big fire units each year. There are approximately 25 pieces of equipment in the fire service that costs \$250,000 each, or more. Recommending in the budget reimbursing each certified firemen for an interior structure fire, \$20.00 per call and \$10.00 per call for non-certified firemen.

- Effective July 1, 2011, the retirees who are eligible for Medicare will be taken off the county's medical policy and will be placed on a defined benefit of \$100.00 a month to receive a Medicare supplement. Several letters have been sent out to encourage employees to change their benefits.

- Safety Presentation: Hyatte Kelsey, Risk Manager/Safety and Liabilities Supervisor

HOW IT WORKS

- Provide Educational Safety Training
- Raise awareness
- Supply the Departments with the necessary Protective (Preventative) Supplies and Equipment
- Ensure compliance with Occupational Safety and Health Administration (OSHA) Standards

SAFETY COMMITTEE

- Hold quarterly meeting with all Departments which have incurred losses both Workers Compensation and Property and Liability
- Gives Departments the opportunity to see what others are doing as well as give suggestions

COST OF WORK INJURIES

- For every ounce of prevention you put in, you gain a pound of savings.
- Costs incurred are: Medical expenses; Loss of time (increased workload on others + overtime)
- Possible permanent disablement

TRENDS WITH PROPERTY & LIABILITY CLAIMS

- Fiscal year July 1st through June 30th

- 2005 – 22 claims
- 2006 – 19 claims
- 2007 – 27 claims
- 2008 – 17 claims
- 2009 – 13 claims
- 2010 – 12 claims at present

TRENDS FOR WORKERS COMPENSATION

- Added Day Laborers to payroll to replace inmate labor
- Inmates were coming in with preexisting conditions and reporting them as work-related
- Inmate claims were trendy (came in waves)
- Zero WC claims since the addition of Day Laborers

MONTHLY DEPARTMENT SAFETY TRAINING

- There was an issue about televisions in some departments. Required all departments to acquire their own training equipment to be able to put on their own in-house safety training per month
- Video Training Library (Based upon required topics under OSHA guidelines for general industry)
- 16 Topics to include: Personal Protective Equipment, Back Safety, Slips, Trips, and Falls

OUTSOURCED SAFETY TRAINING

- Classes which allow for certifications: Operators certifications; Designated Officers certifications (These certifications must be obtained directly through the agencies)
- Vender Instructors: National Safety Council; OSHA

SAFETY PROJECTS

- Hazardous Tree Removal
- Summer Gatorade Program
- Upgrades or additions
 - Rescue Squad – Life Vests for water recoveries, Safety vests for roadside assistance
 - Courthouse Security – Electronic monitoring equipment, post sentencing detainment equipment, metal detectors, Warning Signs
 - Public Works/Recycling – Back-saving litter sticks, hats for attendants during summer months, safety cones and signs for road crews

• **Streamlining Human Resources Policies**

- **Funeral Leave: New Policy** – 5 days not to exceed 35–40 hours; EMS (2 days not to exceed 48 hours) for funeral of spouse or child; 3 days not to exceed 21- 24 hours; EMS (1 day not to exceed 24 work hours) for funeral of parent, brother, sister, grandparents and parent-in-laws. Employees may be excused from duty with time being charged against vacation for any other relatives and fellow workers or a relative of a fellow worker, and friends or to act as a pallbearer at a funeral service.
- **Severe Weather Pay: New Policy** – If buildings are closed, employees can use vacation, sick leave and leave without pay.
- **Longevity Pay: New Policy** – Stop

Questions:

- ?Have we made a diligent effort to make all employees aware of the changes that will occur?
- ?Have we checked with surrounding counties to see what their inclement weather policy is?

• **Budget Worksheet Report**

- ? How is the yellow equipment fleet?
- ? Sheriff’s Office present budget for medical insurance is \$363,000; requested \$418,000 for coming year. Administrator recommended \$200,000. Is that for retirees? Why was it cut to \$200,000?
- County Council budget down 13%.
- County Attorney’s budget increased, due to recoding legal fees from Council’s budget to Attorney’s budget.
- Human Resources. Increase in funding to safety supplies.
- Delinquent Tax Collector. Increased emphasis on delinquencies (mobile homes and vehicles). Additional \$106,000 is specifically for delinquent collections, record searches, etc.
- Finance. Increase due to external auditor’s work in Treasurer’s Office and approving procedures in Delinquent Tax Office. No increase in personnel.

- Building Maintenance. Increased emphasis on vehicle preventative maintenance.
- Animal Control. Addition of the cathouse.
- Voter Registration. Primary elections in the upcoming year. Moving to new facility.
- Airport Commission. Maintenance supplies/utilities.
- General Fund. Disabilities and Special Needs energy savings and Library building improvements.
- QuickJobs Training Facility. QuickJobs now fully operational. Increase due to operations.
- Monday, May 16, 2011. Budget worksession. Council asked to mark all questions in the books for discussion.

4. ADJOURN

The budget worksession was adjourned at 8:51 P.M., upon unanimous approval by Council.

SHRYLL M. BROWN
CLERK TO COUNCIL

DAVID L. FERGUSON, SR.
CHAIRMAN