

MEMORANDUM FOR THE RECORD

DATE: August 25, 2016
Room 417, Dennis Building
11:30am or Upon Adjournment of BEA meeting

SUBJECT: Minutes of the Revenue and Fiscal Affairs Board (RFA) Meeting

ATTENDEES: *Board Members* – Chad Walldorf-Chairman, Howell Clyborne, Emerson Gower, *Executive Director*, Frank Rainwater. *Staff* – Karen Rhinehart, Diane Porter, Will Roberts, David Patterson, Byron Kirby, Sarah Crawford, Debbie Glen, Sandra Kelly, David Morrison, Don Roper, Les Boles, Matt Wellslager, Tracy Smith, Stephen Gardner, Logan Kranz. *Guests* – Jay Wolfe (Gov. Office), Don Hottel (House Research).

Press: Cassie Cope (The State)

1. Chairman Walldorf called the meeting to order.
2. The meeting minutes for April 21, 2016 were approved by the Members.
3. RFA Teams presented FY 2016 Accomplishments and 2017 Goals. (See attached)
~Mr. Rainwater explained to Members how the Summary of Accomplishments is based on the strategic plan which drives the budget for the agency and thanked all staff members for their work on this document.
~Don Roper shared the update for the Strategic Planning Committee.
*E9-1-1 Next Generation: Mr. Rainwater explained that details would be shared in the November meeting concerning legislative changes, the cost to transition to the NG9-1-1 environment and how people will train to use the system.
*Clarifying the NC/SC Boundary: Mr. Clyborne asked how the differences were being reconciled. Mr. Rainwater replied that a public hearing could be held and any disagreements have a 60-day resolution period. Chairman Walldorf asked how long the process would take and what measures were in place to track the progress. Mr. Matt Wellslager replied the time period would be 20 years. There are meetings and procedures in place as well as an established webpage for people to review if interested to see the progression. Mr. Rainwater stated that the goal for completion is the 2030 census. He also mentioned that individuals are impressed with the Geodetic group and the work they have completed so far.
*RFA Legislative Changes for the 2017 legislative session: Mr. Rainwater shared there was a bill that passed the Senate but stalled in the House that would have separated RFA changes from other Budget and Control Board changes. The Strategic Planning Committee will present a list of changes to the Board in November for consideration for the 2017 session.
*Boundary changes for U.S. Census Bureau Boundary and Annexation Survey: Mr. Rainwater explained that Mr. Will Roberts is coordinating with Census individuals on this issue. Boundary lines have already been sent to the Census Bureau.
~Tracy Smith shared update information for the Continuous Improvement Team:
*Charmin Walldorf commented that he sees that the staff working hard to continually on self-improvement.
*Mr. Don Hottel commented that the RFA webpage is a helpful training tool for new House members.
~Byron Kirby presented an update for the Customer Feedback/Focus Team.
~Debbie Glenn provided an update for the Workforce Planning Committee.
*Chairman Walldorf asked if, with over 1,000 training hours, there have been noticeable changes or improvements.
*Ms. Glenn stated that those that taken the Public Management Program have made improvements to the Accountability Report. Also, those in Health and Demographics that have taken Project Management classes helped restructure that area as a result.
*Chairman Walldorf felt that improvements have been made as a result of employee training.

*Mr. Gower asked if the improvements have been made quickly.

*Ms. Diane Porter stated that, as a new agency, strengths and weaknesses are being evaluated and she felt that the changes were occurring at an appropriate pace.

4. Mr. Stephen Gardner presented information concerning the FY 2016 Accountability Report. (See attached)
~Mr. Rainwater mentioned that the Report is due September 15th and asked if there were any questions from the Members. He also shared that Stephen is in the Certified Public Managers Program.
~There were no questions from the Members.
5. Ms. Diane Porter shared information concerning the FY 2017-18 RFA Budget Plan. (See attached)
~Mr. Rainwater mentioned that more session employees are desired. Also, there is a House Committee meeting next week concerning retirement issues.
~Ms. Porter stated that Time-Limited positions are a challenge as those individuals are only permitted by state law to work with other agencies on one specific project.
~Ms. Sandra Kelly stated that she understands the purpose of Time-Limited positions but with employees who are statisticians it would be helpful if they were not Time-Limited and could assist with other projects and Chairman Walldorf agreed.
6. With no further comments or business pending, the meeting moved to Executive Session.
~Per Ms. Debbie Glenn, Mr. Gower proposed to adopt the Agency Head's FY 2015-16 Evaluation Rating and FY 2016-17 Planning Stage as proposed. Mr. Clyborne seconded and all voted Aye.

The meeting was adjourned.

The next scheduled meeting is November 10, 2016.

Attachments: Agenda, Meeting Materials

Public Notice of this meeting was posted at: <http://rfa.sc.gov/meetings>

These minutes were approved on 11/10/16.



Karen Rhinehart