



EDWARD B. GRIMBALL, Chairman
HOWELL CLYBORNE, JR.
EMERSON F. GOWER, JR.

SOUTH CAROLINA REVENUE AND FISCAL AFFAIRS OFFICE

FRANK A. RAINWATER
Executive Director

RFA BOARD AGENDA January 17, 2019 2:30pm or Upon Adjournment of BEA Meeting Bowers Conference Room Room 417, Rembert C. Dennis Building Members Participating Via Web

- I. Welcome
- II. Adoption of Meeting Minutes for November 8, 2018
- III. Employee Recognition - Retirement
 - A. Steve Sklar, Information Technology
- IV. Agency Matters
 - A. FY 2018-19 Strategic Plan Quarterly Update (Paul Athey, Sandra Kelly)
 - B. Equal Employment Opportunity Level of Attainment (Debbie Glenn)
 - C. Procurement Authorization (Frank Rainwater)
- V. Other Business
 - A. 2019 Statement of Economic Interest Report - due March 30
- VI. Future Meetings
 - A. February 14, 2019, Upon Adjournment of BEA Meeting (if necessary)
 - B. March 21, 2019, Upon Adjournment of BEA Meeting (if necessary)
 - C. April 8, 2019, Upon Adjournment of BEA Meeting (Quarterly Review and Customer Survey Results)
- VII. Adjournment

Please note the Agenda is subject to change.



SOUTH CAROLINA REVENUE AND FISCAL AFFAIRS OFFICE
Transforming data into solutions for South Carolina

RFA BOARD MEETING JANUARY 17, 2019



ADOPTION OF MINUTES

EMPLOYEE RECOGNITION

Retirement

Steve Sklar

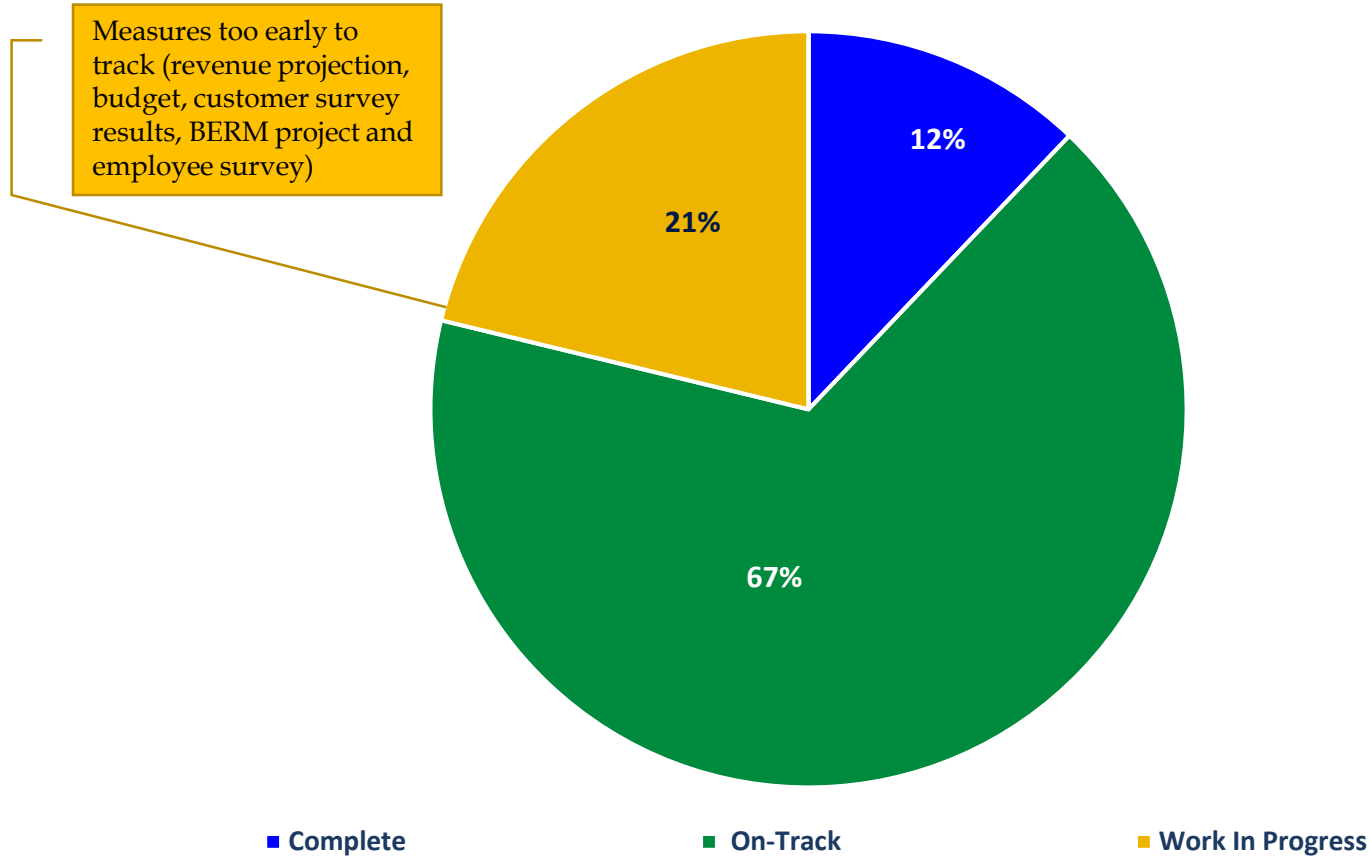
IT Security Specialist/ Analyst III
Information Technology



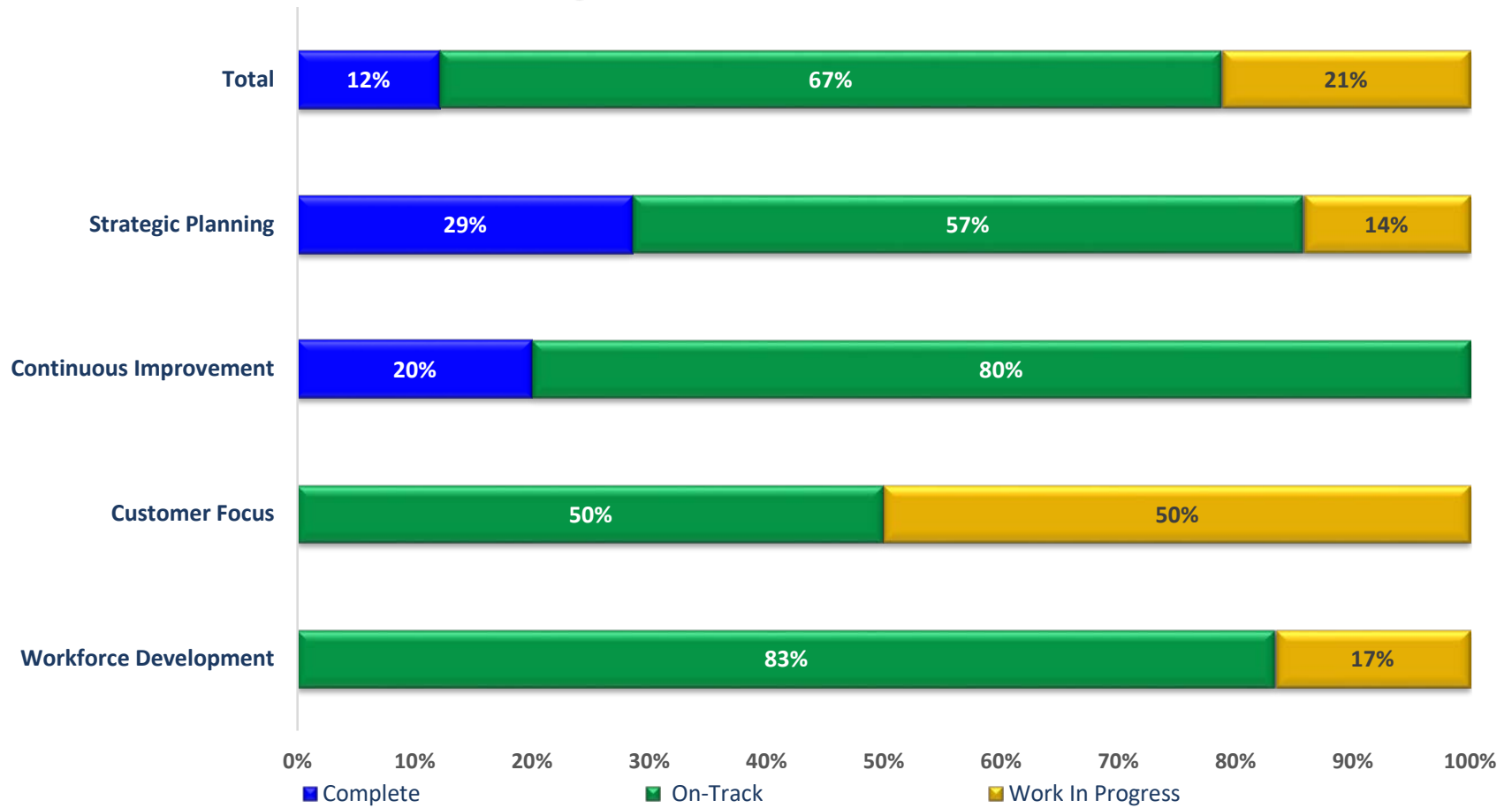
FY 2018-19 STRATEGIC PLAN SECOND QUARTER UPDATE



STATUS OF AGENCY GOALS JULY - DECEMBER 2018



Status of Agency Goals By Pillar July - December 2018



STRATEGIC PLANNING MEASURE HIGHLIGHTS

- Transition emergency services to statewide NextGeneration 9-1-1 technology – on track
 - Legislation delivered to sponsor
 - On track to be introduced at the beginning of the session

CONTINUOUS IMPROVEMENT MEASURE HIGHLIGHTS

- Redevelopment of the agency's external website – on track
 - Vendor selected on 1/7/19
 - Next steps:
 - Finalize negotiations with vendor
 - Meetings with stakeholders
 - Design and testing
 - Implementation
 - Official launch

CUSTOMER FOCUS MEASURE HIGHLIGHTS

- Customer Focus Survey- on track
 - Surveys are set to go out in February 2019
- Provide internal users with receipt notification of IT request tickets within 8 hours and plan of resolution within 48 hours – on track
 - Tracking sheet implemented
 - Both measures exceed target of 80%

WORKFORCE DEVELOPMENT MEASURE HIGHLIGHTS

- Review positions as vacancies occur to ensure job classification, position description, and resources align with the current and future needs of the agency – on track
 - Six vacated positions reviewed:
 - One reclassified and filled internally
 - One reclassified and posted
 - One posted “as is”
 - One eliminated through attrition
 - Two under review

CUSTOMER FOCUS HIGHLIGHTS

The Precinct Demographics section assisted McCormick County emergency officials by mapping two golf courses in a local development, a project that may save lives by reducing response times during medical emergencies. The McCormick County 911 office requested assistance in mapping the two golf courses in the Savannah Lakes development, a retirement community located along the shores of Strom Thurmond Lake. While on the golf courses, individuals have called emergency officials to seek medical assistance due to possible cardiac events. To receive medical assistance prior to the mapping project, the patient had to be carted back to the clubhouse. The mapping of the golf courses and cart paths is expected to cut response times for emergency medical services by enabling 911 dispatchers to locate the closest ambulance accessible road where the incident occurs. As a result of our mapping assistance, McCormick County emergency officials hope to save time and render aid faster.

CUSTOMER FOCUS HIGHLIGHTS

Boundary clarification projects:

- The re-established boundary between Berkeley and Dorchester counties became effective 11/7/18
- David Ballard and Matt Wellslager with the Geodetic Survey held a public meeting in Abbeville on 12/13/18 to review the certified plat clarifying the boundary between Abbeville and Anderson counties
 - Affected parties have 60 days from the date of that meeting to appeal the clarification before the plat is filed with the Secretary of State's office and becomes effective

CUSTOMER FOCUS HIGHLIGHTS

Fiscal Analysis presented to two Senate study groups during the fall, one regarding our state tax structure and one looking at funding for higher education. In addition, the division produced for the General Assembly multiple documents and resources including the 2017 Local Government Finance Report, the Three-Year Outlook of revenue and expenditure projections, and the Historical Analyses report detailing funding for state agencies.

CUSTOMER FOCUS HIGHLIGHTS

- **Educational Credit for Exceptional Needs Children (ECENC)** project – Created a website for the Educational Oversight Committee (EOC) which would allow private schools to upload standardized test reports for students receiving Exceptional SC grants. Health & Demographics executed 111 Memorandums of Understanding (MOUs) with private schools across the state and the 501(c)3 data owner Exceptional SC. The secure website, <https://ecenc.state.sc.us>, went live in early November allowing private schools to submit individual student assessment results for Exceptional SC students.
- **Child Development Education Program (CERDEP) and DSS Voucher Linkage** project – RFA received approval and CERDEP data from First Steps CERDEP to match to children in the DSS SC-Voucher data in order to identify providers who are receiving payments from both programs for the same child. RFA is still finalizing the matched data that will be provided to DSS.

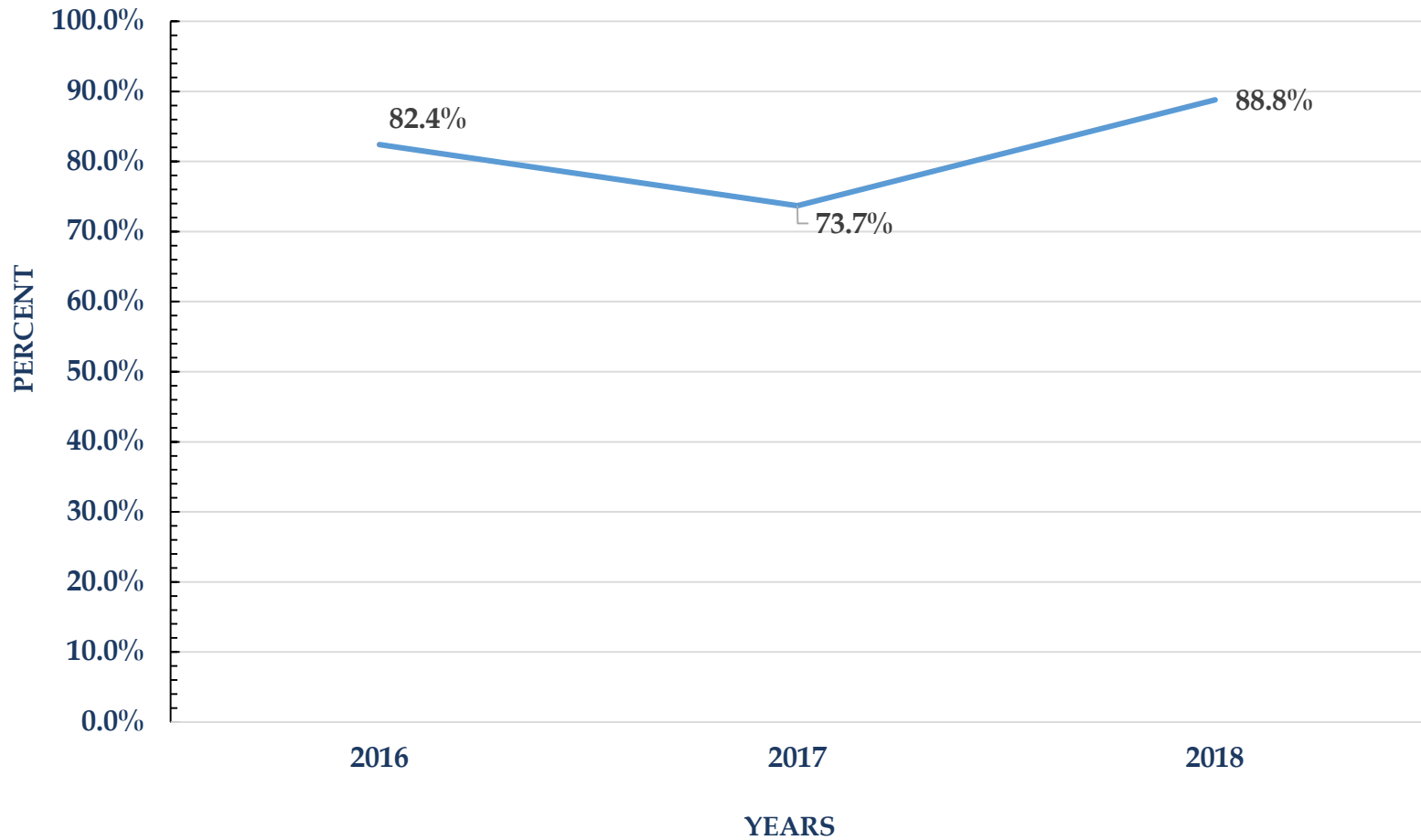
STRATEGIC PLAN UPDATES

- Due to the staffing resources needed to complete the external website redesign, we may delay the implementation of the internal site redesign project
- Training and development plans may not be formally documented this year
- A focus group will be convened to develop the strategic plan for FY 2019-20

EQUAL EMPLOYMENT OPPORTUNITY



REVENUE AND FISCAL AFFAIRS EEO LEVEL OF GOAL ATTAINMENT 2016-2018



PROCUREMENT AUTHORIZATION



PROCUREMENT AUTHORIZATION

- The agency is purchasing several desks at an average cost of \$2,090 each with tax
- Desks are on state contract and the price (excluding tax) reflects a discount of 52% off of retail
- One of the desks (cost of \$2,021) will be utilized by a Division Director
- Pursuant to §11-35-450, Board approval is required

THANK YOU!

SOUTH CAROLINA REVENUE AND FISCAL AFFAIRS OFFICE



Our mission is to provide independent research, analysis, and resources to facilitate informed policy decisions and administration of services.