

## MEMORANDUM FOR THE RECORD

- Date:** November 8, 2019  
Bowers Conference Room  
Room 417, Rembert C. Dennis Building  
2:30 pm or Upon Adjournment of the BEA Meeting
- Subject:** Minutes of the Revenue and Fiscal Affairs (RFA) Board Meeting
- Attendees:** *Board Members* – Edward Grimball-Chairman, Emerson Gower, and Howell Clyborne. *Executive Director*, Frank Rainwater. *Division Directors* - Paul Athey and Lisa Jolliff. *Staff* – David Ballard, Carrie Bundrick, Ragan Griffith, Kenneth Harris, Sandra Kelly, Byron Kirby Amanda Martin, Robert Martin, Mary K. Miller, Joseph McDonald, David Morrison, Sidra Nelson, Morgan O'Donnell, Allyn Powell, Karen Rhinehart, Will Roberts, Gordon Shuford, Nikki White, Julia Williams, Lisa Wren. *Guests* – Ryan Burnaugh (Kelley, McCain & Smith Owen, LLC).
- I. Chairman Grimball called the meeting to order at 2:40 pm.
- II. Chairman Grimball presented the September 16, 2019 meeting minutes which previously had been shared with the Members and asked if any Member had edits or questions. Hearing no amendments or objections, Chairman Grimball declared the minutes approved as written. (*See attached*)
- III. Employee Recognition
- A. On behalf of the agency, Mr. Rainwater recognized Jacob Braxton, Mary Katherine Gable-Miller, Joseph McDonald, Sarah Crawford, Byron Kirby, and Tamara Peoples-White on their years of service and presented each with a certificate.
- B. Mr. Rainwater thanked Gordan Shuford for his contributions and congratulated him on his retirement after 35 years of service and presented him with a gift.
- IV. Agency Matters
- A. Paul Athey provided an update of the Wireless 9-1-1 Program (*see attached*)
1. The process for procuring the technical vendor to facilitate the transition to NG9-1-1 should be complete, and vendor selected, by the end of January 2020.
  2. Mr. Athey demonstrated the interactive NG9-1-1 fiscal model and explained how different scenarios could impact the fund balance. The goal is to keep the fund balance at a level that will cover three months of expenditures.
    - *Mr. Clyborne commended Mr. Athey on the development of the model. Members discussed the model and the various impacts on the wireless fee.*
    - *Chairman Grimball thanked Mr. Athey for his presentation and asked members if further discussion was needed prior to the adoption of the wireless fee. Mr. Gower made a motion to keep the wireless fee at the current rate of \$0.62 per month for*

*calendar year 2020 and Mr. Clyborne seconded. All voted aye and the wireless fee of \$0.62 per month was adopted for calendar year 2020.*

- B. Paul Athey, Will Roberts, and Sandra Kelly presented highlights of progress towards meeting agency goals included in the FY 2019-20 Accountability Report (*see attached*)
- *Members commented and/or asked questions which spawned conversations between Members and staff.*

V. Other Business

- A. Mr. Rainwater informed Members of two national benchmarks selected thus far for the agency to use as a guide for growth and achievement of excellence. Sandra Kelly presented an overview of "Results for America" and "Actionable Intelligence for Social Policy" (*see attached*)
- *Members thanked Ms. Kelly for the information.*

- IV. The next scheduled meeting is December 12, 2019, upon adjournment of BEA Meeting if necessary.

- V. The meeting was adjourned at 3:30 pm by Chairman Grimball.

Attachments: Agenda, Meeting Materials

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

These minutes were approved on January 16, 2020

Sandra Kelly 