

AGENDA MATERIALS  
AND SUPPORTING DOCUMENTS  
FOR THE MEETING OF  
JUNE 23, 1971

2140

MINUTES OF BUDGET AND CONTROL BOARD MEETING

JUNE 23, 1971

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The Budget and Control Board met in the Conference Room of the Governor's Office at 3:00 p.m., Wednesday, June 23, 1971. All Board members were present except Senator Edgar A. Brown, who was ill. Also present were Messrs. P. C. Smith and W. T. Putnam.

The following business was transacted.

COMMISSION ON HIGHER EDUCATION - Salaries

Dr. James A. Morris, Commissioner of Higher Education appeared before the Board to present a proposed schedule of salaries for unclassified positions of the various universities and colleges and the Commission on Higher Education. The schedule showed minimum and maximum salaries for faculty levels of the various institutions and specific increments for unclassified administrative personnel of each agency. (Copies of the several schedules are attached.)

Dr. Morris pointed out that efforts had been made to equalize administrative salaries of the various institutions and to establish a degree of relationship with academic salaries. He stated that the schedules had been reviewed by the Commission on Higher Education and that it was recommended that the Budget and Control Board accept the proposed salaries.

The Board declined to take immediate action upon the proposed salary schedules and postponed action until its next regular meeting. In the interim, the Board expressed its desire to furnish Senator Brown with the information which had been presented and also requested that Mr. Earl Ellis, Director of the Personnel Division, make a study of the recommendations and submit a report of his findings to the Board prior to its next meeting.

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STATE HIGHWAY DEPARTMENT - Salaries

Mr. P. C. Smith presented the Board with a letter from Mr. S. N. Pearman, Chief Highway Commissioner, indicating that the State Highway Commission had approved increases in salaries of the top officials of that Organization. The Board was requested by Mr. Pearman to concur with the salary increments.

The Board approved the following salaries:

Chief Highway Commissioner	\$31,875.00 to \$34,075.00
State Highway Engineer	\$22,635.00 to \$24,435.00
Ass't to the Chief Highway Comm.	\$20,000.00 to \$21,800.00
Secretary-Treasurer	\$17,500.00 to \$18,000.00

A copy of the letter from the State Highway Department is attached.

ADVISORY COMMITTEE FOR TECHNICAL TRAINING - Director's Salary

Mr. P. C. Smith presented a request from the Advisory Committee for Technical Training asking that the Board approve the increasing of the Director's salary to \$33,000.00 annually. This is the same amount as has been approved by the Legislature in the recently passed Appropriations Bill for the year 1971-72.

The Board approved this request.

EXCHANGE OF STATE OWNED PROPERTY - Sumter, South Carolina

Mr. R. J. Aycock furnished the Board with a letter from Mr. Wade S. Kolb, City Manager of Sumter, South Carolina, in which the Board was requested to approve the exchange of certain State owned property in the Civic Center area of Sumter, South Carolina for other property located in the same vicinity. Mr. Aycock also furnished a sketch of the properties in question.

The Board authorized Mr. Furman McEachern to negotiate the requested exchange provided that the State's interests were fully protected.

A copy of the above mentioned letter and sketch is attached.



PERSONNEL DIVISION

Mr. Earl Ellis, Director of the Personnel Division appeared before the Board to present the following items:

Cresap, McCormick and Paget Study - Mr. Ellis reported that the consulting firm of Cresap, McCormick and Paget had tentatively offered to work with his Division in conducting a study of facets of the State Personnel System. This study would be conducted in connection with the Intergovernmental Personnel Act and would involve no State funds. The experience and findings of Cresap, McCormick and Paget would be used in other states. The Board approved such an arrangement if Mr. Ellis saw fit to pursue it.

Health Insurance Plan - Mr. Ellis reported that he would like to employ a consultant to begin the basic work for a health insurance plan for employees of the State of South Carolina. The Board approved the hiring of such a consultant provided such assistance could not be located within State government.

State Insurance Plan - Mr. Ellis called the Board's attention to the fact that the State may wish to insure itself with respect to individuals in the same manner as it is presently handling its building insurance. He advised that his group would explore the possibility of self-insurance and would report its findings to the Board.

Grievance Committee - It was reported that two new members had been added to the State Employees Grievance Committee to bring the total membership to seven as prescribed by law. The two new members are Mrs. Madelyn F. Walker

of South Carolina State College and Mr. Robert Stoudemire of the University of South Carolina. Mr. Ellis called the Board's attention to the fact that individuals appearing before the Grievance Committee might have legal representation and that in such cases the Committee may wish to have some legal counsel of its own. The Board suggested that arrangements be made with the Attorney General to furnish such counsel if it becomes necessary.

Medical University Personnel Request - Mr. Ellis advised the Board that he had received a request from the Medical University asking for special attention in changing the salary structure of that Institution. He further reported that the request had not been approved but that he was looking into the matter and would advise the Board further.

Occupational Safety and Health Act - Mr. Ellis reported that the Occupational Safety and Health Act called for a plan covering all State employees with respect to personal safety. He further stated that he did not feel that the Personnel Division was the logical Organization for the administration of the provisions of this Act as his office was not prepared to deal with inspection, enforcements, etc.

The Board requested that Mr. Ellis further study the matter and to submit his findings along with his recommendation as to which State agency should logically assume the responsibility required by this Federal Act.

Finance Division Approval of Positions - Mr. Ellis called the Board's attention to the fact that all Personnel Forms except those dealing with ordinary increments are presently being approved by the State Auditor prior to submission to

the Personnel Division. This procedure was begun at the time that the Board required specific appropriations reductions to offset the General Fund deficit. The Board agreed that this procedure should be terminated as of June 30, 1971, and that subsequent to that date, Personnel Forms should be forwarded directly to the Personnel Division.

Transfer of Narcotics Agents - Governor West reported that the narcotics enforcements agents of the Board of Health were to be transferred to the South Carolina State Law Enforcement Division, but that some question had arisen as to exactly which personnel should be moved. Mr. Earl Ellis was requested to look into the matter to determine which individuals should be transferred, and Mr. P. C. Smith was asked to work out the financial details.

GENERAL SERVICES DIVISION

Mr. Furman McEachern, Director of the General Services Division appeared before the Board and presented the following items:

Wade Hampton Building - The Board approved the employment of the firm of Lafaye, Lafaye and Associates to provide engineering services for the replacement of elevators in the Wade Hampton Office Building, and the retaining of Holladay, Coleman, Williams and Associates for planning electrical repairs in the same building.

State Electrician - The Board approved a recommendation by Mr. McEachern that the position of State Electrician remain vacant and that a new position be established under the State's classification system to be called Electrical Supervisor.

Centrex System - Personnel - The Board approved a recommendation that the General Services Division be permitted



to establish a position of a Coordinator for the Centrex System. This position would be established through the State's classification plan and the salary would be paid from Centrex funds.

State Insurance Program - Mr. McEachern reported that the State insurance program needs to grow in the direction of providing for Fidelity Bonds for State employees and for providing automobile liability coverage on a uniform basis. The Board directed Mr. McEachern to completely survey these matters and to submit a report concerning his findings.

University of South Carolina Parking Facilities - Mr. McEachern presented a request by the officials of the University of South Carolina that they be permitted to issue parking permits for a fee of \$10.00 per year. Such a permit would merely authorize parking in available spaces in the student lot. In addition, permission was asked to levy a charge of \$20.00 a semester or \$50.00 per year for parking in the garage which is now nearing completion. The Board approved the proposed charges.

Williamsburg County School District - Loan - The Board approved a request by the school district of Williamsburg County to change the principal due date of their note from June 18 to October 18, 1971, for the current payment and to establish this date for payments in all subsequent years.

Annual Reports - Mr. McEachern discussed the printing of Annual Reports for various State agencies and asked for guidelines concerning the type of reports to be prepared as well as the costs inherent in the printing of each. Mr. McEachern was requested to assemble all costs factors and to make a subsequent report to the Board.

Pollution Control Authority - Space Rental - The Board approved a request by Mr. McEachern to obtain space for the Pollution Control Authority in the Beaty Shopping Center of Rock Hill, South Carolina. The lease will cover 480 square feet of office space and will extend for one year. The total cost of this lease will amount to \$1,560.00.

Equipment Purchases - The Board approved Mr. McEachern's request for the acquisition of numerous automobiles, trucks and other equipment, a copy of which is attached.

There being no further business, the meeting was adjourned.



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END OF FISCAL YEAR 1970-71