

MINUTES OF BUDGET AND CONTROL BOARD MEETING

JANUARY 11 1973

The Budget and Control Board held its meeting in the Conference Room of the Governor's Office at 11:00 a. m. on Thursday, January 11, 1973.

The following members were in attendance:

Governor John C. West
Senator Rembert C. Dennis
Mr. R. J. Aycock
Mr. Henry Mills
Mr. Grady L. Patterson, Jr.

Also in attendance were Messrs. P. C. Smith and W. T. Putnam.

As the major portion of the meeting was to be dedicated to a discussion of recommendations which the Governor planned to make to the Legislature, the Board declared itself in executive session and newspaper representatives were excluded.

WINTHROP COLLEGE - Mr. P. C. Smith reported to the Board that Winthrop College had accumulated a balance in excess of \$300,000 from various fees in its Auxiliary Enterprises Fund. These fees originally came from dormitory rental, dining hall operations and other student related activities. The College officials have now requested that these surplus funds be used in the construction of a new swimming pool.

The Board approved of transferring the surplus funds to the swimming pool construction account but asked Mr. Smith to notify the College officials of their concern about the fee structure which permitted such an accumulation of funds and asked that a study be made with the aim of adjusting the fee schedule.

MENTAL HEALTH COMMISSION - Mr. P. C. Smith reminded the Board that it had originally authorized the Department of Mental Health to allocate \$125,000 per year of its medicare receipts to its administrative

budget to handle the cost of processing medicare applications. He advised the Board that the administrative costs had risen considerably and that the Department of Mental Health had requested that the allocation for administrative expenses be increased to \$200,000.

The Board approved this request.

COMMISSION ON ALCOHOLISM - SALARIES - The Board gave consideration to a letter dated December 15, 1972, addressed to Governor West in which Mr. William J. McCord, Director of the South Carolina Commission on Alcoholism, requested permission to increase the annual salary of Mr. Michael O. Edens from \$19,000 to \$20,590. Mr. McCord indicated that Mr. Edens had done an excellent job as Director - Alcohol Safety Action Project but had had no increase in salary in the past twenty-one months.

The Board recognized that such an increase would violate its standard rule against a subordinate earning more than his agency head but that, in this particular case, the increase was warranted. Therefore, the request was approved.

A copy of Mr. McCord's letter has been retained and is designated as Exhibit I.

STATE RECORDS CENTER - The Board was presented with a letter from the Director of the South Carolina Department of Archives and History, Mr. Charles Lee, indicating that, in accord with the Governor's Management Review Commission's recommendations, he and Furman McEachern of the General Services Division had completed the details of transferring the State Records Center from the Division of General Services to the Department of Archives and History. Mr. Lee requested permission of the Board to implement the transfer of this responsibility immediately.

The Board approved the transferring of the responsibility for maintaining the State Records Center to the Department of Archives and History.

A copy of Mr. Lee's letter has been retained and is designated as Exhibit II.

STATE ELECTION COMMISSION - ADDITIONAL FUNDS - In a letter dated December 20, 1972, Mr. James B. Ellisor, Executive Director of the Election Commission, advised Mr. P. C. Smith that in accord with Act 1266, Acts of 1970, additional expenses had been incurred in handling the voting on constitutional amendments and that his account had been overdrawn to the extent of \$46,000. He further requested that the Budget and Control Board make these funds available immediately from the Civil Contingent Fund in order that he might pay his expenses promptly.

In a letter dated December 22, 1972, Mr. P. C. Smith circularized all Budget and Control Board members and received unanimous approval for the advance of \$46,000 from the Civil Contingent Fund to the State Election Commission with the idea of requesting a reimbursement through the Supplemental Appropriations Act when the legislature convenes.

In the present meeting, the members of the Board reaffirmed the action which each had taken separately in answer to the letter of December 22, 1972.

A copy of Mr. Ellisor's letter of December 20, 1972, Mr. Smith's letter of December 22, 1972, and Act 1266, Acts of 1970, have all been retained in these files and are collectively identified as Exhibit III.

STATE EMPLOYEE'S GRIEVANCE COMMITTEE - In a letter dated December 21, 1972, Mr. F. Earl Ellis, Director of the Personnel Division, mailed to each Board member a copy of the grievance proceedings in the appeal of Geneva Edvena Oree concerning her termination as a nursing assistant at the Medical University of South Carolina. In the current meeting, the Board declined to take any specific action in this matter, thereby upholding the findings of the Grievance Committee.

A copy of the transcript of the Grievance hearings has been retained in these files and is identified as Exhibit IV.

JOHN C. WEST - STATE OF THE STATE MESSAGE - Governor West advised

the Board that his Office, in conjunction with Mr. P. C. Smith and numerous other agencies, had developed recommendations for the spending of surplus funds which presently exist or which will exist as of June 30, 1973. The surpluses in question total \$83,500,000, but the Governor intends to recommend a reserve fund of \$25,000,000, leaving a total available for appropriation of \$58,500,000. To this amount he proposes a bond authorization of \$36,650,000, providing for a total of \$95,150,000 for distribution.

Governor West presented the Board members with a detail of individual recommendations, a copy of which has been retained in these files and is identified as Exhibit V.

By way of explanation, Governor West advised that the money provided through his recommendations for the Mental Health Commission would be used to build two village systems, one in the upper part of the State and the other in the coastal area.

The funds provided to the Mental Retardation Commission would be used to buy two existing nursing homes which would provide bed facilities for enough patients to eliminate the waiting list of children.

The funds recommended for "increased family health care services" would be used for developing health care teams in a regional hospital in each of the ten planning districts of the State. Each team would probably include at least a general practitioner, an internist, a pediatrician, and an obstetrician to provide services to those needing care.

The funds provided under the criminal justice section would be used to supplement salaries presently paid to law enforcement personnel to insure a minimum salary of \$6,500 per year.

After receiving a briefing on each of the items, the members of the Board unanimously endorsed the Governor's recommendations.

MINIMUM LAW ENFORCEMENT SALARIES - After further discussion of the Governor's proposal for a \$6,500 minimum for all law enforcement officers in South Carolina, the Board took note of the fact that salaries

paid to highway patrolmen in this State seemed to be low and agreed to recommend to the State Highway Commission that these salaries be reviewed to insure comparable raises for highway patrolmen in the event that the Legislature sees fit to adopt the Governor's minimum salary proposal for other law enforcement officers.

ECONOMIC REVIEW COMMITTEE - At the suggestion of Governor John West, the Board approved the establishment of an Economic Review Committee composed of the following:

Dr. James A. Morris - Chairman
Mr. Thomas P. Evans
Mr. Robert C. Wasson

After month-end financial data has been compiled the Committee will be expected to meet to study this information and to report to the Budget and Control Board with respect to the financial status and economic outlook of the State.

The Board took note of the fact that Dr. Morris had previously served in an advisory capacity to the Budget and Control Board and had received an annual payment of \$2,000 for his services. Mr. P. C. Smith, Secretary to the Board, was asked to negotiate a satisfactory financial arrangement with Dr. Morris for his proposed duties on this Committee.

RETIREMENT SYSTEM - MRS. EVA GILLAM - Mr. P. C. Smith reported to the Board that a retired teacher Mrs. Eva Gillam of Denmark, South Carolina had temporarily returned to State employment during the fiscal year 1971-72 with the expressed intent of earning less than \$2,400 in order that her retirement might be maintained. However, just prior to her resignation she was in a serious automobile accident and was incapable of terminating her employment. As a result, she earned \$2,464.

In subsequent conversations with Retirement officials, Mrs. Gillam's representatives were told that all of her retirement benefits for the year in question had to be terminated because of specific provisions in the retirement laws. Therefore, Mrs. Gillam has appealed to

the Budget and Control Board for relief.

The Board members unanimously agreed that Mrs. Gillam should not be penalized for her unfortunate accident and approved the payment of all retirement benefits for the fiscal year 1971-72. However, it was suggested that such benefits be reduced by \$64 which was the amount Mrs. Gillam earned in excess of the \$2,400 allowance.

There being no further business the meeting was adjourned at 12:15 p. m.

EXHIBIT I
JANUARY 11, 1973



WILLIAM J. McCORD, M.S.P.H.
DIRECTOR

South Carolina Commission On Alcoholism

1611 DEVONSHIRE DRIVE
POST OFFICE BOX 4616
COLUMBIA, SOUTH CAROLINA 29240
TELEPHONE 758-2521

December 15, 1972

EARL W. GRIFFITH
DIRECTOR OF EDUCATION
FOSTER M. ROUTH
DIRECTOR OF PLANNING,
RESEARCH AND GRANTS
AL GREENE, ACSW
DIRECTOR OF COMMUNITY SERVICES

Honorable John C. West, Chairman
State Budget and Control Board
Columbia, South Carolina

Dear Governor West:

I would like to ask your assistance as Chairman of the State Budget and Control Board in securing an exception to the provision that no employee of a State agency can be paid within \$500. of the Agency Director. A specific case in point is that of Michael O. W. Edens, the Director of the Alcohol Safety Action Project.

Mike was hired for this position March 10, 1971, at an annual salary of \$19,000. which at that time was significantly higher than my own salary. I did not see this as a problem, personally, since I knew it would take that kind of money to secure a person with adequate skills and experience to direct the Alcohol Safety Action Project. Mike's position, since it is a temporary one, is an unclassified position. The terms under which he came, and were acceptable to the Department of Transportation, were that he would receive a ten percent annual increase.

Realizing, however, that Federal price controls might preclude such an increase, we petitioned the Budget and Control Board in the appropriations bill for roughly a five percent increase which would bring his salary to \$19,950. This amount was continued in the version of the appropriations bill as a recommendation of the Budget and Control Board passed by the House of Representatives and the Senate. However, when we sent in the necessary personnel information to initiate this increase, we were informed by the State Personnel Division in a letter dated July 24, 1972 that the Budget and Control Board made a decision that no employee of a State agency could be paid within \$500. of the Agency Director. While I certainly can understand the logic in this decision, on the other hand I feel a deep sense of personal commitment to follow through on our contract with Mr. Edens. He has now been employed with us as Director of the Alcohol Safety Action Project for 21 months and has not received any compensation increase--be it across the board or cost of living increases or for merit, which he certainly does deserve.

(continued...)

1956

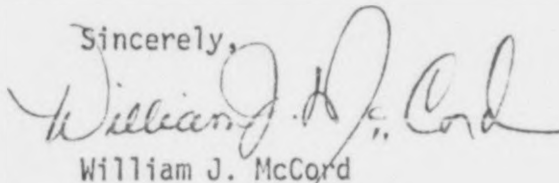
Honorable John C. West
Page 2
December 15, 1972

- I know that you are aware of the fine work Mike has done in this position. I would ask your assistance to see if this provision can be suspended in this case, temporarily, so that Mike can receive adequate compensation for the excellent work he is performing.

I have discussed this matter with Mr. Pat Smith, and he recommended that I present the matter to you as Chairman of the Budget and Control Board. I would request that we be allowed to immediately increase Mr. Eden's salary to \$20,590. per annum, which would include the \$950, five percent increase originally due him on March 10, 1972, and the \$640. as the amount of across the board increase granted all other State employees in his compensation category in the appropriations bill, July 1, 1972. This would amount to a total increase of \$1,590. Thank you for your assistance.

Kindest personal regards.

Sincerely,



William J. McCord

cc: P.C. Smith, State Auditor



State of South Carolina

JOHN C. WEST
GOVERNOR

January 4, 1973

OFFICE OF THE GOVERNOR
COLUMBIA 29211

McCord

Mr. William J. McCord
Director
South Carolina Commission on Alcoholism
Box 4616
Columbia, South Carolina 29240

Dear Jerry:

I agree with you that Nike Edens has done a superior job, and I am asking Pat Smith to put your recommendations on the agenda for the next meeting of the Budget and Control Board.

Happy New Year!

Sincerely,

A handwritten signature in cursive script, appearing to read "JCW".

John C. West

JCW/bb

✓ cc: Mr. P. C. Smith

1958



EXHIBIT II
JANUARY 11, 1973
South Carolina Department of Archives and History
1430 Senate Street
Columbia, S.C.

P. O. Box 11,188
Capitol Station 29211

January 2, 1973

The Honorable John C. West
Governor, State of South Carolina
Chairman, Budget and Control Board
The State House
Columbia, South Carolina 29211

Dear Governor:

You will recall that the Governor's Management Review Commission recommended transfer of the State Records Center from the Division of General Services to the Department of Archives and History (page 30 of the Survey Report). Furman McEachern and I having agreed on the details, the Department of Archives and History is ready to assume custody of the Records Center at any time the Budget and Control Board directs. I hope that the transfer can take place immediately after the next meeting of the Board, since the forthcoming appropriations bill should include the accounts necessary for the operation of the Records Center by this department.

I should appreciate being informed by the secretary of the Board as soon as the decision has been made.

Custody of the Records Center and responsibility for its function will give to this department one more essential tool in realizing the records management program for the state contemplated by the Management Review Commission. I must point out, however, that several other steps must be taken before a fully developed records management program for the state has been achieved:

1. A Public Records Law giving adequate authority to the state agencies, the counties, and the Department of Archives and History to participate in the records management program must be passed by the General Assembly. An appropriate bill was introduced in the last session but failed to be reported out of committee. A modified bill is now in the hands of the Attorney General and will, we expect, be introduced early in the first days of the next session.
2. The Records Center must be operated in the future not as a convenient warehouse for the state agencies but as a temporary storage place for those records not in active use by the agencies but occasionally needed by them. In other words, records should be stored in the Center only after they have been carefully evaluated by the agency and the Department of Archives and History. Useless records or unevaluated records must not take up shelf space in the Center.

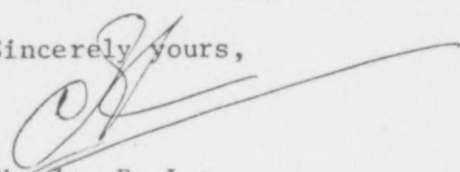
The Honorable John C. West

Page 2

January 2, 1973

3. In accordance with agreement made by this department and the Division of General Services, microfilming of records shall continue to be done by General Services. However, microfilming is expensive and often done unnecessarily; in many cases it is cheaper to store the original records for a decade or more than to microfilm them; in rare cases records have been microfilmed which should really be destroyed entirely. The decision on whether to microfilm or not is a records management function; consequently we hope that a system will be established in which agency requests for microfilm are run by the Department of Archives and History before General Services agrees to do the work. We do not wish to exercise a veto either on the requesting agency or on General Services; we do think that we can be helpful to both and save the state some money.
4. A capacity for helping the state agencies in the creation of their records must be developed either in the Division of General Services or in the Department of Archives and History. Generally used forms should be made uniform throughout state government. Office operations must be so structured that permanently valuable records are kept without producing unreasonable bulk. The permanent record must be kept in a form which can later be deciphered. We hope that the Board will give its guidance to the Department of Archives and History and the Division of General Services in developing the capacity just indicated--which is in essence expertness in office management. Neither General Services nor Archives and History has this capacity at the present time.
5. Finally, it should be recognized that the present Records Center is inadequate. It is too small. It is subject to disaster flooding, as has been indicated by the Civil Defense Agency. It does not have adequate storage for security microfilm and computer tapes. For these reasons, the Department of Archives and History has requested the construction of a new adequately designed Records Center on higher ground. It is hoped that the Budget and Control Board will recommend this permanent improvement to General Assembly.

Sincerely yours,


Charles E. Lee
Director

CEL:hw

CC: Honorable Pat C. Smith
Col. Charles L. Anger
Mr. Furman McEachern

1960

*Putt
as info
pp*



EXHIBIT III
JANUARY 11, 1973

STATE OF SOUTH CAROLINA
OFFICE OF THE STATE AUDITOR
P. O. BOX 11333
COLUMBIA

P. C. SMITH
STATE AUDITOR

TELEPHONE
(803) 758-3106

December 22, 1972

MEMBERS OF THE BUDGET AND CONTROL BOARD

Gentlemen:

Attached is a copy of a letter from Jim Ellisor just received in which he indicates that an additional \$46,000.00 is needed to cover expenses of the recent General Election arising from additional poll managers and particular expenses for Greenville and Aiken Counties.

A copy of Act No. 1266, of 1970, is enclosed and which provides for the additional managers that apparently have created the need for additional funding. The expense of printing special ballots for Greenville and Aiken Counties was apparently unavoidable also.

The Civil Contingent Fund is the only source immediately available from which funds can be made available for this purpose. In view of the legislation providing for the additional poll managers, it would appear that there is a degree of legislative commitment to cover the additional cost.

There is a balance of approximately \$77,000.00 in the Civil Contingent Fund at this time. If the Board agrees that we may reasonably expect ultimate coverage of these expenses by the General Assembly through a supplemental appropriation act, we can take care of this out of the Contingent Fund now and request reimbursement from the Legislature later. This would enable us to pay a good number of people who provided services during the November 7 General Election without any further delay.

Very truly yours,

P. C. Smith
State Auditor

PCS:dr
Enclosures

I APPROVE _____
I DISAPPROVE _____
HOLD FOR NEXT MEETING OF BOARD _____

SIGNED _____

1961

State of South Carolina

COMMISSIONERS

G. P. CALLISON, CHM.
MARTHA C. CHAPMAN
ERNEST A. FINNEY, JR.
EDGAR L. MORRIS
MARGARET S. TOWNSEND



JAMES B. ELLISOR
EXECUTIVE DIRECTOR

TED G. CROWE
ADMINISTRATIVE ASSISTANT

Election Commission

2301 DEVINE STREET
POST OFFICE BOX 5987
COLUMBIA, S. C. 29250

December 20, 1972

Honorable Pat C. Smith
Auditor
State of South Carolina
Wade Hampton Office Building
Columbia, South Carolina

Dear Mr. Smith:

The General Assembly of South Carolina authorized each county election commission to appoint additional poll managers for the 1972 general election to handle the voting on constitutional amendment ballots. The State Election Commission has exhausted all funds in its budget for payment of poll managers. We will need an additional \$36,000.00 in order to pay the extra poll managers hired by the counties as authorized by the General Assembly. In addition, for the first time in South Carolina, the State Election Commission had to print additional election ballots and supplies for use in Greenville and Aiken Counties for purpose of voting on vote recorder devices. We need an additional \$10,000.00 in order to pay for these expenses.

*Act #1266
ST 1972*

It is respectfully requested that these funds be made available to the State Election Commission to pay the above expenses as soon as possible. We should like to pay these expenses by January 1, 1973 if approval can be received by that time.

The requested funds should be appropriated as follows:

Account No. 1106 0350	\$36,000.00
Account No. 1106 0351	10,000.00

Respectfully submitted,

James B. Ellisor

James B. Ellisor
Executive Director

1962

that impeachment shall be for cases of serious crimes or serious misconduct in office?

In favor of the amendment ☐

Opposed to the amendment ☐

Those voting in favor of the amendment shall deposit a ballot with a check or cross mark in the square after the words 'In favor of the amendment,' and those voting against the amendment shall deposit a ballot with a check or cross mark in the square after the words 'Opposed to the amendment'."

Ratified the 8th day of April 1970.

(R1176, S511)

No. 1266

An Act To Make Special Provisions For Proposed Article By Article Amendments To The State Constitution And For Voting On All Proposed Amendments To The Constitution.

Be it enacted by the General Assembly of the State of South Carolina:

SECTION 1. Constitutional amendments—separate ballots.—

All proposed amendments to the constitution which are submitted article by article shall be printed on ballots separate from all other ballots. All such ballots shall be clearly marked as being "Proposed Amendments to the State Constitution Article by Article."

SECTION 2. Color of ballots.—All ballots for proposed constitutional amendments shall be paper. Those used for statewide amendments article by article shall be white and those for other statewide amendments and local amendments shall be of a color different from white and from each other.

SECTION 3. Additional polling managers.—Each polling place in this state shall have additional managers assigned equal in number to one half those normally assigned, but not less than two.

SECTION 4. Additional voting booths.—Each polling place shall have at least double the number of voting booths normally required except that those having voting machines or other mechanical voting devices shall have at least the number of booths normally required if they did not have such machines or other devices.

SECTION 5. Separate booths for constitutional amendments.—Ballots for proposed constitutional amendments shall be given to each voter immediately after he has cast his ballots for the various offices to be voted upon. The voter shall then be directed to one of the voting booths to be used for voting on proposed constitutional amendments. Each voter shall be allowed fifteen minutes in the booth to vote on such proposals.

SECTION 6. Application of act.—The provisions of this act shall not be construed as repealing any existing provision of law, but any such provision which is inconsistent with any part of this act is hereby suspended for the general elections of 1970 and 1972 and the provisions of this act shall apply only to such general elections.

SECTION 7. Time effective.—This act shall take effect upon approval by the Governor.

Approved the 16th day of April, 1970.

(R1190, H2424)

No. 1267

A Joint Resolution Proposing An Amendment To Article XII Of The Constitution Of South Carolina, 1895, Relating To Charitable And Penal Institutions, So As To Provide For Functions Of Government Including Health, Welfare, Safety, Natural Resources And Penal Institutions Including Separate Confinement For Juveniles Under Age Seventeen.

Be it enacted by the General Assembly of the State of South Carolina:

SECTION 1. Constitutional amendment proposed.—There is proposed the following amendment to Article XII of the Constitution of this State: strike the article in its entirety and insert in lieu thereof the following:

**"ARTICLE XII
FUNCTIONS OF GOVERNMENT**

Section 1. The health, welfare, and safety of the lives and property of the people of this State and the conservation of its natural resources are matters of public concern. The General Assembly shall provide appropriate agencies to function in these areas of public concern and determine the activities, powers, and duties of such agencies.

STATE OF SOUTH CAROLINA
PERSONNEL DIVISION

Exhibit IV
JANUARY 11, 1973

Carlson
F. E. ELLIS
STATE DIRECTOR



TELEPHONE
(803) 758-3334

700 KNOX ABBOTT DRIVE
CAYCE, SOUTH CAROLINA 29033
December 21, 1972

TO: MEMBERS OF THE STATE BUDGET AND CONTROL BOARD

The State Employee Grievance Committee held a hearing on December 20, 1972, on the appeal of Geneva Edvena Oree, concerning her termination from employment at the Medical University of South Carolina as a Nursing Assistant. The State Grievance Committee met, following the hearing on December 20, and reached its decision, a copy of which is attached.

Enclosed, also, is a copy of the case records along with the decision at each level of appeal within the agency's grievance procedure.

A complete transcript of the State Employee Grievance Committee hearing is being prepared and will be available for review by members of the Board should such be desired.

Under the Grievance Act, the Board has thirty (30) days in which to render its decision dating from December 22, 1972.

It is the intention of the State Employee Grievance Committee and endorsed by the State Personnel Division that no indication of the Committee's action be made public or released to the parties until the Board has rendered its decision or elects to permit the Committee's decision to take effect after thirty days. Therefore, your confidence in the interim would be greatly appreciated.

Mr. Fred B. Haskell of this Division attended the hearing on December 20, in my behalf, and would be happy to appear before the Board to answer any questions.

If we may be of further assistance prior to your meeting to deliberate your action, please let us know.

Yours truly,

A handwritten signature in cursive script, appearing to read "F. E. Ellis".

F. E. Ellis
State Director of Personnel

FEE/jb

cc: The Honorable P. C. Smith
Secretary, Budget and Control Board

1965

NOTICE TO BUDGET AND CONTROL BOARD OF GRIEVANCE COMMITTEE ACTION

GRIEVANCE HEARING

APPELLANT'S NAME: Geneva Edvena Oree
JOB CLASSIFICATION: Nursing Assistant
AGENCY: S. C. Medical University DATE: December 20, 1972
NATURE OF CASE: Termination from employment

FINDINGS: (Use additional pages if necessary.)

The State Employee Grievance Committee upholds the Medical University
in the termination of Mrs. Geneva Oree.

RECOMMENDATION:

Signatures of Committee Members:

Charley Redding Masely Walker
Curtis Anderson Margaret A. Johnson
Willie J. Brown Bruce R. Ampleton
Signature Robert H. Henderson Date December 20, 1972
COMMITTEE CHAIRMAN

ACTION BY BUDGET AND CONTROL BOARD

DECISION: (Use reverse side or additional pages if necessary.)

COMMENTS:

Signature: _____ Date: _____
BUDGET AND CONTROL BOARD

STATE OF SOUTH CAROLINA
PERSONNEL DIVISION

Antin

F. E. ELLIS
STATE DIRECTOR



700 KNOX ABBOTT DRIVE
CAYCE, SOUTH CAROLINA 29033

TELEPHONE
(803) 758-3334

January 22, 1973

Mrs. Geneva Edvena Oree
2027 Hampton Avenue
Charleston Heights, South Carolina 29405

Dear Mrs. Oree:

In compliance with the State Employee Grievance Act, you are hereby advised of the final decision on your appeal to the South Carolina State Employee Grievance Committee of your termination from employment by the Medical University.

The decision of the Committee, which is not modified by the State Budget and Control Board, is that your termination as a Nursing Assistant be upheld. A copy of the Committee's decision is enclosed for your information.

If you have any questions, please advise.

Yours truly,

A handwritten signature in cursive script, appearing to read "Lindsay C. Robinson".

Lindsay C. Robinson
Assistant State Director of Personnel

LCR:bjc

Enclosure

cc: Members, Budget & Control Board
Mr. Robert H. Stoudemire
Dr. William M. McCord
Mr. Fred Moore

1967

NOTICE TO BUDGET AND CONTROL BOARD OF GRIEVANCE COMMITTEE ACTION

GRIEVANCE HEARING

APPELLANT'S NAME: Geneva Edvena Oree
JOB CLASSIFICATION: Nursing Assistant
AGENCY: S. C. Medical University DATE: December 20, 1972
NATURE OF CASE: Termination from employment

FINDINGS: (Use additional pages if necessary.)

The State Employee Grievance Committee upholds the Medical University
in the termination of Mrs. Geneva Oree.

RECOMMENDATION:

Signatures of Committee Members:

Charley Redding Masely Walker
Curtis Anderson Margaret A. Hudson
Willie J. Brown Bruce R. Ampleton
Signature Robert H. Henderson Date December 20, 1972
COMMITTEE CHAIRMAN

ACTION BY BUDGET AND CONTROL BOARD

DECISION: (Use reverse side or additional pages if necessary.)

COMMENTS:

Signature: _____ Date: _____
BUDGET AND CONTROL BOARD

1968

J. H. Clement, III
Associate

Office: 723-4573
Residence: 723-8857

Fred Henderson Moore
Counselor at Law
39 Spring Street - P. O. Box 2342
Charleston, South Carolina 29403

October 23, 1972



S. C. STATE
PERSONNEL DIVISION

Mr. F. E. Ellis
State Director of Personnel
700 Knox Abbott Drive
Cayce, South Carolina

IN RE: Geneva Oree

Gentlemen:

Notice of Appeal and Appeal is hereby given on behalf of Geneva Oree whom the undersigned represents.

Kindly inform us of the time and date for the hearing.

Yours truly,

Fred Henderson Moore
Fred Henderson Moore
Counselor at Law

FHM:mr

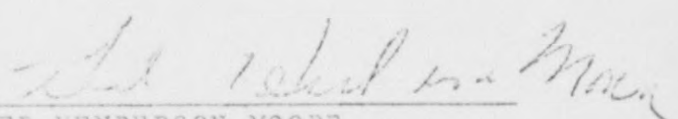
Attached hereto is the grounds for the Appeal.

1969

GROUND'S OF APPEAL

IN RE: Geneva Oree

1. No factual showing of tardiness was made by Complainant.
2. Rule upon which dismissal was predicated is to severe, harsh, arbitrary and ambiguous.
3. Rule was applied to appellant in a discrimanatory manner, and
4. Punishment imposed upon appellant was too severe.


FRED HENDERSON MOORE
Appellant's Attorney

EMPLOYEE GRIEVANCE APPLICATION FORM

(THIS FORM TO BE COMPLETED BY THE EMPLOYEE INITIATING THE APPEAL)

Employee's Name Geneva Edvena Oree

1. Have you been a permanent employee for at least six (6) months? Yes
2. Have you complied fully with the grievance policies and procedures within your agency? Yes
3. Have you received a final decision from your agency? Yes

(IF YOUR ANSWER IS "YES" TO THE THREE QUESTIONS ABOVE AND YOU WISH TO APPEAL THE DECISION OF YOUR AGENCY TO THE SOUTH CAROLINA STATE EMPLOYEE GRIEVANCE COMMITTEE, YOU MAY DO SO BY COMPLETING THIS FORM.)

APPELLANT'S NAME: Geneva Edvena Oree
JOB CLASSIFICATION: Nursing Assistant
AGENCY: Medical University Hospital
HOME ADDRESS: 2027 Hampton Avenue, Charleston Heights, S. C. 29405
TELEPHONE: (803) 747-4226

GRIEVANCE

STATEMENT OF FACTS INVOLVED:

(Be as specific as possible as to names, dates and location. Continue on additional page or pages if necessary.)

Discharged for alleged repeated tardiness but was not permitted to face accuser nor see record of alleged tardiness. Numerous workers in the same posture has not been discharged.

RELIEF SOUGHT:

Reinstatement with back pay or alternatively reinstatement.

Signature

Mrs. Geneva Edvena Oree

Date

November 4, 1971

APPELLANT

Original (white) returned to State Personnel Division
Copy (blue) retained by Employee-Complainant

1971

BASIS OF CONTEST OF DISCHARGE

1. I was terminated without prior notice on June 30, 1972.
2. Prior to termination, my supervisor threatened me with deliberate discharge although I inquired, why, I received no response.
3. On July 24, 1972, I asked to be given a copy of my alleged absences, but only got a refusal.
4. I feel that the action taken against me is vindictive, repressive and in recrimination for my participation in the hospital workers strike. Other persons in a like position of question such as myself are not treated as I am.
5. I intend to improve myself in every particular and ask that my discharge be rescinded.

Submitted by,

Mrs. Geneva Edwina Oree R.A. (L.S.)
Geneva Edwina Oree

| 1972



Medical University of South Carolina

80 BARRE STREET / CHARLESTON, SOUTH CAROLINA 29401

December 18, 1970

Mrs. Geneva Oree
2027 Hampton Avenue
Charleston Heights, S. C.

Dear Mrs. Oree:

Again your immediate Supervisor as well as your Head Nurse have discussed with me your continued tardiness. You have been counselled by your Head Nurse and Supervisor frequently about the matter, yet your record continues to show tardiness.

You have been late in excess of four (4) times during the last sixty (60) days. This is in direct violation of the Code of Conduct, which states, "Unexcused tardiness in excess of four (4) times within a sixty day period will render the employee subject to disciplinary action."

Again, I must remind you that Nursing requires that we have persons on our staff who are dependable.

At this time we feel it necessary to suspend you for three days (without pay), the days being January 13, 14 and 15, 1971.

Upon returning from your suspension of three (3) days, you will be placed on a sixty days probationary period during which time your records will be reviewed periodically. If your records indicate that you continue to violate the Code of Conduct, you will be subject to further disciplinary action.

Sincerely,

1973

Margaret A. Kerr, R.N.
Assistant Dean of Clinical
Nursing

MAK/gl

CERTIFIED - RESTRICTED DELIVERY
RETURN RECEIPT REQUESTED



Medical University of South Carolina

80 BARRE STREET / CHARLESTON, SOUTH CAROLINA 29401

June 10, 1971

Mrs. Geneva Oree
2027 Hampton Avenue
Charleston Heights, S. C.

Dear Mrs. Oree:

Your record reveals that you have received a ~~three~~ (3) days suspension for excessive tardiness on December 18, 1970.

Your Supervisor, your Head Nurse as well as the Management Advisory Board have reviewed your record of excessive tardiness. You have been counseled by your Head Nurse and Supervisor frequently about the matter, yet your record continues to show tardiness.

As we related to you at the time of your last suspension, Nursing requires people who are dependable. Your frequent tardiness is likewise in violation of the Code of Conduct.

Therefore, at this time we feel it necessary to suspend you for ~~five~~ (5) days (without pay), the days being June 13, 14, 15, 16 and 17, 1971.

We wish to advise you that if your record continues to show at any time excessive tardiness, you will be subject to more severe disciplinary action.

Sincerely,

Margaret A. Kerr

Margaret A. Kerr, R.N.
Assistant Dean of Clinical Nursing

MAK/lj

Telephone conversation re Mrs Oree
approx 2 PM Jan Wife
Embrace and love all

1974



Medical University of South Carolina

80 BARRE STREET / CHARLESTON, SOUTH CAROLINA 29401

February 28, 1972

Mrs. Geneva E. Oree
2027 Hampton Avenue
Charleston, South Carolina

Dear Mrs. Oree:

A review of your record with Mrs. Theresa Donnan, as well as the Management Advisory Board, shows that you have been absent four (4) times since January 19, 1972. This is in violation of the Employee Code of Conduct, which states:

Disciplinary action pertaining to absence:

- a. Unauthorized absence or tardiness in excess of three (3) times within thirty (30) days may render the employee subject to disciplinary action.

Therefore, I find it necessary to suspend you for ten (10) days, (without pay). The days being February 29, March 1, 2, 3, 6, 7, 8, 9, 10, 12. You are to report to work on Monday, March 13, 1972, at 7 o'clock A.M.

I wish to remind you that this is your third suspension and that if you continue to violate the Code of Conduct, you will be subject to termination.

It is my sincere hope that you will not continue to be in violation of the Code of Conduct.

Sincerely,

Nancy Trestrail, R.N.

Nancy Trestrail, R.N.
Head Nurse, 6-East

NT/mrh

1975

Medical University of South Carolina

FOREE, GENEVA E.

NURSING ASSISTANT II 6 EAST

Feb. 3, 1972	Sick with pay
Feb. 18, 1972	Sick with pay
Feb. 19, 1972	Sick-paid 4 hours sick leave-all accrued sick leave used
Feb. 20, 1972	1 & 1/2 hours late
Feb. 21, 1972	Absent
Feb. 23, 1972	9 minutes late
Feb. 24, 1972	2 minutes late
Feb 25, 1972	6 minutes late
Feb. 28, 1972	10 minutes late
Feb. 29,-March 11, 1972	2 weeks suspension
March 17, 1972	1 minute late
March 21, 1972	1 minute late
March 31, 1972	2 minutes late
April 2-8, 1972	Worked as scheduled
April 11, 1972	Worked 4 & 1/2 hours-went home-paid 4 hours emergency vac.
April 12, 1972	3 minutes late
April 14, 1972	Emergency vacation
April 15, 1972	Emergency vacation
April 16, 1972	Emergency vacation
April 17, 1972	Emergency vacation
April 18, 1972	Sick with pay
April 19, 1972	Sick with pay
April 20, 1972	Sick-paid 4 hours-all sick leave used
April 23, 1972	Sick-paid Easter holiday
April 24, 1972	Sick-given a vacation day
April 27, 1972	Absent
April 29, 1972	1 minute late
May 3, 1972	10 minutes late
May 5, 1972	1 minute late
May 13, 1972	Sick with pay
May 26, 1972	2 minutes late
May 30, 1972	2 minutes late
June 1, 1972	Sick with pay
June 2, 1972	7 minutes late
June 5, 1972	3 minutes late
June 11, 1972	4 minutes late
June 16, 1972	5 minutes late
June 18, 1972	4 minutes late-Left 15 minutes early
June 19, 1972	7 minutes late
June 22, 1972	Absent
July 5, 1972	4 minutes late
July 6, 1972	6 minutes late

22 days late
1 day left early
3 days absent
4 days and 8 hours sick with pay

1976

2 days sick-given holiday & vac. day
4 & 1/2 days emergency vacation
2 weeks suspension

6/17
7min

June 26, 1972

Mrs. Geneva E. Oree
2027 Hampton Ave.
Charleston, South Carolina

Dear Mrs. Oree:

In reference to a letter I wrote you 2/28/72. In that letter I informed you that you were suspended for 10 working days because your apparent disregard for our "Code of Conduct." In particular the area of unexcused absense and tardiness.

You have continued to violate the code by repeated tardiness as follows:

3/21/72	23:02	due 23:00
4/12/72	7:05	due 7:00
5/30/72	7:04	due 7:00
6/2/72	7:12	due 7:00
6/11/72	7:06	due 7:00
6/16/72	7:08	due 7:00
6/17/72	7:12	due 7:00
6/18/72	7:06	due 7:00
6/19/72	7:12	due 7:00

You have been out "sick":

4/17/72
4/18/72
4/24/72 -
5/4/72 -
5/13/72 -
6/1/72 -

*since March 17 -
7 day*

You were absent 6/22/72. (no baby sitter.)

I have been more then lenient with you. I feel you have been unfair to me, your fellow workers and most of all to our patients.

I can no longer plan nursing care with you on our staff.

I am recommending to Miss. Kerr, today, that you be terminated. You have previously been suspended and also informed that " if you contingue to violate the Code of Conduct you will be subject to termination."

Sincerely,

Nancy Trestrail, R.N.

Nancy Trestrail, R. N.
Head Nurse, 6 East
Medical University Hospital

1977

6/26/72
2³⁰ P.
I read this letter to
Mrs. Oree in the presence
of Miss Tharpe because
Miss Oree refused to sign this.
Nancy Trestrail, R.N.

THIS CASE MAY HAVE SOME OR ALL OF THE FOLLOWING DEFECTS WHICH MAY BE QUESTIONABLE WHEN READING. IN SPECIAL PROBLEM AREAS, THIS ROLL NOTE MAY BE REFILMED BEFORE THE DOCUMENT OR DOCUMENTS IN QUESTION.

1. PHOTOCOPY NOT CENTERED PROPERLY CUTTING OFF SOME OF THE INFORMATION.
2. DOCUMENTS ARE OF POOR LEGIBILITY AND MAY NOT PHOTOGRAPH WELL.
3. DOCUMENTS DAMAGED OR TORN BEFORE ARRIVING FOR FILMING.
4. DOCUMENTS CONTAIN A DOUBLE-COPY IMAGE, THE UNDERLYING IMAGE IS IRRELEVANT TO THE READABLE INFORMATION.
5. OVERSIZED DOCUMENTS THAT COMPRISE TWO OR MORE FRAMES.
6. DOCUMENTS WITH GLUED INSERTS WHICH WERE OR COULD NOT BE REMOVED, INFORMATION MAY OR MAY NOT BE UNDER THE INSERT.



Medical University of South Carolina

80 BARRE STREET / CHARLESTON, SOUTH CAROLINA 29401

June 30, 1972

Mrs. Geneva E. Oree
2027 Hampton Avenue
Charleston, South Carolina

Dear Mrs. Oree:

Your record was reviewed by the Management Advisory Board concerning your continued tardiness and absenteeism. Your record shows that you have continued to have chronic absenteeism and tardiness since your last suspension for similar infraction in February 1972. You have been counselled repeatedly about the matter, yet to no avail.

Therefore, we are notifying you that you are to be terminated from your employment with the Medical University effective July 19, 1972, and your last working day will be July 19, 1972.

Sincerely,

(Mrs.) Nancy Trestail, R.N.
Head Nurse 6-East

(Miss) Edythe Breaker, R.N.
Administrative Coordinator

msh



Medical University of South Carolina

80 BARRE STREET / CHARLESTON, SOUTH CAROLINA 29401

July 25, 1972

M E M O R A N D U M

TO: Miss Margaret A. Kerr
FROM: Elaine Conley
RE: Mrs. Geneva Oree, Nursing Assistant, 6 East
DATE: July 24, 1972

A conference was held with Mrs. Oree concerning her termination notice effective July 19, 1972. Discussion related to Mrs. Oree's record of tardiness for the months of May and June and her previous three suspensions for absenteeism and tardiness.

Mrs. Oree denied that she had been late 9 days in a 30 day period. She was aware of the policy concerning tardiness and absenteeism in the Employee Code of Conduct. Mrs. Oree stated she thought the action was unfair because there were other employees on 6 East with similar records of tardiness. I informed her I would investigate this charge.

After considerable discussion, Mrs. Oree related that she still considered the action an unfair practice. She was informed of her right to appeal the decision to the Grievance Panel.

Elaine Conley

Elaine Conley, R.N.
Assistant Director of Clinical
Nursing

ss

cc: Personnel

1979



Medical University of South Carolina

80 BARRE STREET / CHARLESTON, SOUTH CAROLINA 29401

The University Grievance Panel met with Donald H. Lindsey, Jr., in Room 120 of the Basic Sciences Building on August 10, 1972, to determine if fair and just action was taken in the termination of Mrs. Geneva E. Oree, Nursing Assistant, for absenteeism and tardiness. Panel members present were as follows:

Mrs. Carrie Richardson, Food Service Assistant Supervisor
Mr. Henry Frayer, Central Supply Clerk
Mrs. Rosslee Douglas, RN, Franklin C. Fetter Health Center
Mr. Henry Koelling, Business Manager, Department of Medicine

Also present were:

Mrs. Geneva E. Oree, the Aggrieved
Mrs. Gracie Evans Blakeney, Representative for the Aggrieved
Mrs. Theresa Donnan, RN, Clinical Nursing Administrative Assistant
Mrs. Nancy Trestrail, RN, Head Nurse 6-E
Mrs. Elaine Conley, Assistant Director of Clinical Nursing

Mr. Lindsey asked the Aggrieved to state her grievance to the Panel.

Mrs. Oree stated, "For one thing, before an employee should be terminated, they should have a warning. Miss Kerr is Dean of Nursing and I never knew an RN could determine termination, especially for absenteeism or tardiness. If your children are sick why should you leave them alone. For the times I see on this list it is impossible to terminate me. I would like to be terminated for some cause. I think there should be a good reason."

Mr. Lindsey stated, "We have some letters which indicate you were suspended for absenteeism and tardiness three times previously." A letter dated February 28, 1972, to Mrs. Oree was reviewed indicating a ten-day suspension, and she was reminded that this was her third suspension and if she continued to violate the Code of Conduct she would be subject to termination.

Mr. Lindsey asked, "You do not feel that this was a warning notice of possible termination?"

Mrs. Oree replied, "Everybody is late sometimes. It is not fair, and the clock is often not accurate."

Mr. Lindsey said, "The records indicate you have been late twenty-two days since February 3, 1972."

1980

Mrs. Blakeney stated, "On July 24, Mrs. Oree was scheduled for a meeting with Miss Kerr. Mrs. Conley filled in and brought to Mrs. Oree's attention the days absent and tardy. Mrs. Oree asked her for a statement showing these days."

Mr. Lindsey stated, "I have not talked with them about the case. In a memo dated July 25, Mrs. Conley has summerized you were late nine days in a 30-day period, which you denied." The memo stated that Mrs. Oree thought the action was unfair because other employees on 6-E had similar records of tardiness. Mrs. Conley said she would investigate the charges.

Mrs. Blakeney stated, "There was a time when we came up to the clock and had to go elsewhere to punch our cards. I do know this clock was not working some-times during the months of May or June. They know the clock was out. If a person is running on time, by the time they get to 6-C or somewhere else they will be a few minutes late. I do not think this is fair. Mrs. Oree is the one whose job is on the lines. Her crimes in February were paid for. How many times should you pay for one crime?"

Mr. Lindsey stated, "We are not considering tardiness before February, just since February."

Mrs. Oree said, "I was the only one terminated for absenteeism and tardiness."

Mr. Frayer asked Mrs. Oree if she could name others who should be charged for tardiness. Mrs. Oree would not mention any names. She and Mrs. Blakeney both stated that they were speaking for Mrs. Oree only and did not want to involve others.

Mrs. Conley said, "I found there was no one else who was in violation of the Code. I checked all 6-E employees' records at that time. Some had been tardy but still within the limitations of the Code of Conduct."

Mr. Lindsey asked, "What about the clock?"

Mrs. Conley replied, "I know it was out of order one day. It is a policy to have the cards initialed if the clock is out of order."

Mrs. Blakeney replied, "It was out of order more than one day. I had to take my card to 5-C or elsewhere more than one day."

Mrs. Conley said, "The clocks are checked once a week."

Mrs. Douglas asked, "Are all of the employees aware of the initialing procedure?"

Mrs. Conley answered yes.

Mrs. Blakeney said, "We let them know time and time again that the clock is wrong. We notify the Head Nurse."

Mr. Lindsey stated, "Since everyone uses the same clock they would be in violation also but it has been stated that no one else has a similar record."

Mrs. Blakeney replied, "I do not understand why Mrs. Oree has been picked out of all the others."

Mr. Frayer asked, "How many employees do you have up there? How many others have a record of consistant tardiness?"

Mrs. Conley replied, "There was no one else in violation of the Code of Conduct in this period of time. We have about twenty-seven people employes and everyone is late on occasion but not as much as Mrs. Oree."

Mr. Lindsey asked Mrs. Oree, "If others are getting away with it and since we are concerned that no one be singled out for discriminatory treatment, would you give us names? This Panel will guarantee that no disciplinary action will be taken against others you name for their record prior to this date."

Mrs. Blakeney replied, "If you want to know about others you should pull their records and go over them. Mrs. Oree is the person I want to argue out. I do not want to call any names. It is up to the authorities to get this information."

Mrs. Trestrail said, "I would be proud to show the records of my employees because I am proud of them but we are here to discuss Mrs. Oree's case."

Mrs. Blakeney stated, "Frankly speaking, I cannot believe what I am reading. Someone should look into the situation. If one person is always late something should be done. I spoke with Mrs. Oree's husband and he has been bringing her to work and I do not think these records are right. I would like to see the time cards."

Mr. Lindsey stated that the cards could be checked out.

Mrs. Oree stated, "If you are late you take it to the Head Nurse. I might have been late three times but it is impossible for me to have been late twenty-two days."

Mrs. Douglas asked, "If you have been docked in pay why did you not say anything about it?" There was no response.

Mr. Lindsey asked Mrs. Oree, "Did you not feel your other suspensions were unjust?"

Mrs. Oree replied, "Well, I feel the first one was fair but the second and third ones were not fair. I did not know what to do. This time I got disgusted. If I do wrong by a patient, fire me, but not for tardiness and absenteeism."

Mrs. Blakeney asked, "May I have the pleasure of going over the cards with you?"

Mr. Lindsey stated, "We have two things to check out, (1) if Mrs. Oree's records are correct and, (2) if others have similar records."

Everyone was dismissed except the Panel.

Mr. Marion obtained from the Payroll Department the time cards of the twenty-eight employees of 6-East and a review from 5/21/72 through 7/8/72 indicated that two other employees were late four times during the period while Mrs. Oree was tardy eleven times. The summary submitted by Clinical Nursing was exactly correct (except that they omitted one tardy day of seven minutes). The Payroll Department

informed Mr. Marion that records prior to that date were on microfilm but the Panel concluded that since she violated the Code of Conduct since 5/21/72 and since prior suspensions followed the normal progressive pattern for similar cases, then discharge was warranted.

chw

PLEASE FURNISH SERVICE(S) INDICATED BY CHECKED BLOCK(S).
REQUIRED FEE(S) PAID.

☒ Show to whom, date and address
where delivered

☐ Deliver ONLY
to addressee

RECEIPT

Received the numbered article described below.

REGISTERED NO.	SIGNATURE OR NAME OF ADDRESSEE (Must always be filled in)
397918	Mrs. Geneva E. Oree
CERTIFIED NO.	SIGNATURE OF ADDRESSEE'S AGENT, IF ANY
INSURED NO.	
DATE DELIVERED	SHOW WHERE DELIVERED (only if requested)
8/27/72	2027 Hampton Ave - Charleston Heights S.C. 29401



University of South Carolina

CHARLESTON, SOUTH CAROLINA 29401

August 21, 1972

Mrs. Geneva E. Oree
2027 Hampton Avenue
Charleston, S. C.

Dear Mrs. Oree:

The University Grievance Panel has thoughtfully considered your grievance as presented to them on August 10, 1972, and has reached the decision that they will uphold the termination, as imposed.

You have the right and privilege to take your grievance to the next step of the Grievance Procedure if you so desire and if you advise me that this is your wish, I will make the necessary arrangements.

Yours very truly,

Donald H. Lindsey, Jr.
Assistant Director of Personnel

DHL/chw

1981

2027 Hampton Ave.

Charleston Hgts, S.C.

September 14, 1972

Dr. William McCord

President Medical University Hospital

10 Barre Street

Charleston, S.C. 29401

Dear Sir:

I am writing in regard to letter dated August 21, 1972, informing me of the university grievance panel decision to uphold my termination as imposed. I feel that the decision rendered was not justifiable, therefore I would like to present my grievance through this step of the grievance procedure.

I would appreciate a Speedy reply, as I have been out of work for past two (2) Months..

Respectfully,

MRS. Geneva Oree

Geneva Oree

1985

September 25, 1972

Mrs. Geneva E. Oree
2027 Hampton Avenue
Charleston, South Carolina 29405

Mr. Donald H. Lindsey, Jr.
Assistant Director of Personnel
80 Barre Street
Charleston, South Carolina 29401

Dear Mr. Lindsey:

This letter is to advise you that I am in disagreement with the decision reached by the Grievance Panel on August 10, 1972

It is my wish to take my grievance to the next step.

I respectfully ask that a meeting of the University Grievance Panel be set up. I would also like for Dr. McCord to be attendance.

Sincerely,

(Mrs.) Geneva E. Oree

Mrs. Geneva E. Oree

U606020
No

PLEASE FURNISH SERVICE(S) INDICATED BY CHECKED BLOCK(S).
REQUIRED FEE(S) PAID.

<input checked="" type="checkbox"/> Show to whom, date and address where delivered	<input type="checkbox"/> Deliver ONLY to addressee
--	--

RECEIPT

Received the numbered article described below.

REGISTERED NO.	SIGNATURE OR NAME OF ADDRESSEE (Must always be filled in)
CERTIFIED NO. 397920	
INSURED NO.	
DATE DELIVERED 9/28/72	SIGNATURE OF ADDRESSEE'S AGENT, IF ANY <i>William D. Huff</i>
SHOW WHERE DELIVERED (only if requested) 2027 Hampton Ave - Charleston Hts SC	



City of South Carolina

ESTON, SOUTH CAROLINA 29401

Sept. 28, 1972

655-16-71040-11 347-105 GPO

Mrs. Geneva Oree
2027 Hampton Avenue
Charleston Heights, S. C.

Dear Mrs. Oree:

In accordance with the University Grievance Procedure, the President has delegated Mr. William D. Huff, Vice President, to consider your grievance. Mr. Huff has indicated that he would like to have you and your employee representative to present your case at 10:30 A. M., October 4, 1972. Please notify me if this is not convenient for you.

Sincerely,

Donald H. Lindsey, Jr.
Assistant Director of Personnel Services

DHL/chw

1987

October 17, 1972

C Mrs. Ganeva Oree
2027 Hampton Avenue
Charleston Heights, South Carolina 29405

Dear Mrs. Oree:

O After careful consideration of all information presented, I have concluded that you have been excessively tardy in reporting to work and therefore, are in violation of the University's Code of Conduct.

P Your record indicates that you have been suspended three times for tardiness and have been warned of possible termination should violations continue. Violations did continue so I must concur with the decision of the Grievance Panel to uphold your termination.

Y If you desire to appeal your case to the State Employee Grievance Committee, you should file a request for such an appeal with Mr. F. E. Ellis, State Director of Personnel, 700 Knox Abbott Drive, Cayce, South Carolina. This appeal must be made within five working days after receipt of this letter.

Yours sincerely,

William D. Huff
Vice President for Development
and Public Relations

WDH/ol

cc: Mr. F. E. Ellis

1988

Mr. Huff said if
this meets with Dr. McCord's
approval, he will mail.

afford

Show copy to Earl Ellis

W.H.

No. 375245

RECEIPT FOR CERTIFIED MAIL—30¢ (plus postage)

SENT TO <i>Mrs. Geneva Oree</i>		POSTMARK OR DATE <i>10-17-72</i>
STREET AND NO. <i>2027 Hampton Ave.</i>		
P.O., STATE AND ZIP CODE <i>Chas. Hqts. S.C.</i>		
OPTIONAL SERVICES FOR ADDITIONAL FEES		
RETURN	1. Shows to whom and date delivered	15¢
RECEIPT	With delivery to addressee only	65¢
SERVICES	2. Shows to whom, date and where delivered	35¢
	With delivery to addressee only	85¢
DELIVER TO ADDRESSEE ONLY		50¢
SPECIAL DELIVERY (2 pounds or less)		45¢

POD Form 3800
July 1969

NO INSURANCE COVERAGE PROVIDED—
NOT FOR INTERNATIONAL MAIL

(See other side)

* GPO : 1969 O-358-312

SENDER: Be sure to follow instructions on other side

PLEASE FURNISH SERVICE(S) INDICATED BY CHECKED BLOCK(S)
(Additional charges required for these services)

☐ Show to-whom, date and address
where delivered

☐ Deliver ONLY
to addressee

RECEIPT

Received the numbered article described below

REGISTERED NO.

CERTIFIED NO.

INSURED NO.

DATE DELIVERED

SIGNATURE OR NAME OF ADDRESSEE (Must always be filled in)

SIGNATURE OF ADDRESSEE'S AGENT, IF ANY

SHOW WHERE DELIVERED (Only if requested, and include ZIP Code)

1990

RECEIVED
NOV 20 1972

S. C. STATE
PERSONNEL DIVISION



Medical University of South Carolina

80 BARRE STREET / CHARLESTON, SOUTH CAROLINA 29401

November 16, 1972

Mr. Earl Ellis
State Director of Personnel
700 Knox Abbott Drive
Cayce, South Carolina 29033

RE: Grievance Application--
Geneva Edvena Oree

Dear Mr. Ellis:

Your correspondence of November 6, 1972 to Dr. William M. McCord concerning the above-named employee, has been referred to this office for reply.

Enclosed are all the pertinent documents, minutes, and records concerning the termination of Mrs. Oree for repeated tardiness. This data will provide a summary of the University's position in this case. We feel, however, that the statements made by Mrs. Oree on the Grievance Application form deserve further comment.

1. "...was not permitted to face accuser nor see record of alleged tardiness". The enclosed minutes of the University Grievance Panel hearing conducted on August 10, 1972, indicate that Mrs. Theresa Donnan, Clinical Nursing Administrative Assistant, and Mrs. Nancy Trestrail, Head Nurse on Mrs. Oree's unit, were present at the meeting. Mrs. Trestrail signed the termination notice to Mrs. Oree, (dated June 30, 1972), and she was also present at the final Grievance Appeal Hearing conducted by Mr. William Huff, Vice President. Mr. Lindsey and I met with Mrs. Oree and her employee representative, Mrs. Gracie Blakeney, just prior to Mr. Huff's letter to Mrs. Oree of October 17, 1972, and reviewed with them Mrs. Oree's time cards and tardiness record.
2. "...numerous workers in the same posture has not been discharged". This is contradictory to the final paragraph of the minutes of the University Grievance Panel meeting of August 10, 1972. We did not permit Mrs. Oree to review the records of the 28 employees on her unit, but the records were made available to the Grievance Panel for their review.

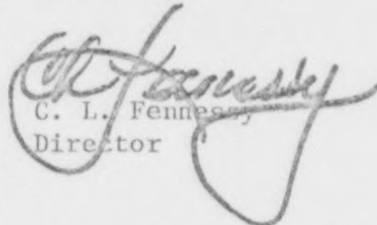
1991

Mr. Earl Ellis
November 16, 1972
Page 2

The Medical University has followed the pattern of progressive discipline. Mrs. Oree's termination was the final action taken after numerous warnings, a three-day suspension, a five-day suspension, and a ten-day suspension.

If additional information is needed, please advise.

Sincerely yours,


C. L. Fennessy
Director

CLF/mck

Enclosures

1992

STATE OF SOUTH CAROLINA
THE STATE BUDGET AND CONTROL BOARD
FINANCE DIVISION
Columbia

January 1, 1973

TO THE GENERAL ASSEMBLY:

As required by Chapter 12, Article 2, Code of Laws of South Carolina, 1962, the South Carolina State Budget for the fiscal year beginning July 1, 1973 is herewith submitted to your honorable body.

In addition to the recommended budget for 1973-74, the report includes a final statement of the General Fund for 1971-72, and comments on the current status of operations for 1972-73.

FISCAL YEAR 1971-72

As was anticipated, the General Fund ended the fiscal year 1971-72 with a surplus, resulting from both an excess of actual revenue over the amount estimated, and a larger than expected balance of unexpended appropriations that lapsed at the year's end. The following condensed statement shows General Fund operations for the year, comparing budgeted and actual amounts:

General Fund, 1971-72

	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>
Revenue	\$ 565,695,000	581,481,922	15,786,922
Expenditures*	<u>560,940,429</u>	<u>550,807,286</u>	<u>(10,133,143)</u>
Gain for Year	4,754,571	30,674,636	25,920,065
General Fund Reserve, brought over from 1970-71	<u>5,245,456</u>	<u>5,245,456</u>	<u>-</u>
Total Accumulated Surplus, End of 1971-72	\$ <u>10,000,027</u>	<u>35,920,092</u>	<u>25,920,065</u>

From the above it will be noted that there was a total of \$35,920,092 of surplus, unappropriated funds in the General Fund at the end of 1971-72. This included the \$5,245,456 in the General Fund Reserve account, brought over from 1970-71, and the \$30,674,636 of excess revenue over expenditures for 1971-72.

*Net Expenditures, after allowing for \$2,865,291 brought forward from 1971-72 and \$5,627,404 carried forward to 1972-73.

FISCAL YEAR 1972-73

Although there is some indication at this time (December, 1972) that actual General Fund revenue will again, in 1972-73, exceed the total estimated, the Budget and Control Board has not yet taken formal action to increase its estimate over the amount projected during the last session of the General Assembly, when the 1972-73 General Appropriation Bill was under consideration.

In the final passage of Bill, the General Assembly was aware that the total of appropriations carried in the Bill were in excess of revenue expected from regular, recurring tax sources, and that reserves and other non-recurring funds would have to be drawn upon to fully cover expenditures authorized. The following summary of estimated revenue and appropriations shows the General Fund budget under which we are currently operating for 1972-73:

GENERAL FUND, 1972-73 (Estimated)

Available Funds (Estimated)

Brought over from 1971-72, to cover appropriations continued into 1972-73	\$ 5,627,404
Estimated revenue from regular, recurring tax sources	<u>613,877,286</u>
Total Available Funds (Estimated) from regular, recurring tax sources	<u>\$619,504,690</u>

Appropriations

Brought over from 1971-72, as authorized by law -	\$ 5,627,404
General Appropriation Act for 1972-73	648,364,765
Appropriated from General Fund Reserve	2,370,000
Supplemental Appropriation Act, 1972	358,483
Other Acts, 1972	288,820
Adjustments of Appropriations for Universities and Colleges (net), as authorized in the General Appropriation Act for 1972-73	<u>1,860,811</u>
Total Appropriations	<u>\$658,870,283</u>

Excess of Appropriations over estimated Revenue from Regular, recurring sources	<u>\$(39,365,593)</u>
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The Appropriation Act provides that the above balance of \$39,365,593 is to be covered by drawing on the following funds:

1. "Windfall" tax revenue anticipated in 1972-73. The General Appropriation Act for 1972-73 provides an accelerated procedure for collection of Income and Sales Taxes, the effect being that a part of these taxes that, under the old procedure, would be collected in the first quarter of 1973-74, will now be collected in the last quarter of 1972-73. The advanced collections estimated to be collected in the last quarter of 1972-73 are -

Income Tax	\$ 20,000,000
Sales Tax	4,000,000

2. Transfers from -

Unclaimed Property (Escheat) Fund	1,300,000
Insurance Sinking Fund	2,515,000

3. From the General Fund Reserve (surplus accumulated prior to 1971-72) to cover appropriations made directly against the Reserve Fund 2,370,000

4. Balance remaining in the General Fund Reserve, after allowing for the above appropriations 2,875,456

5. From surplus funds accruing during the fiscal year 1971-72 6,305,137

Total	<u>\$ 39,365,593</u>
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In view of the surplus now in the General Fund, it is recommended that the legislation directing the transfers to the General Fund from the Unclaimed Property Fund and the Insurance Sinking Fund be repealed. The amounts involved are relatively minor, and it is the Board's opinion that neither of these unrelated funds should be considered as a source for balancing General Fund operations.

FISCAL YEAR 1973-74

Undoubtedly, the greatest problem faced by the Board in developing a recommended budget for 1973-74 was the necessity of overcoming the effect of resorting to non-recurring sources of financing to balance recurring expenses of the State Government for the current year, 1972-73. The limitations to a continuation of this practice are obvious. In accord with its past record of adhering to sound financing principles, the Board has again recommended, for 1973-74, a plan of financial operation within the bounds of revenue expected from regular, recurring tax sources, and which will

avoid carrying forward financing problems into 1974-75.

As referred to above, presently projected operations of the General Fund for 1972-73 will require \$39,365,593 from non-recurring sources. This means that approximately \$40,000,000 of increased revenue from regular taxes will be necessary in 1973-74 to maintain the level of operations reached in 1972-73.

Fortunately, two new sources of revenue for general purposes will apparently be available in 1973-74, and which will substantially replace these non-recurring funds. Anticipating the General Assembly's ratification of the so-called "Mini Bottle" constitutional amendment, and the implementation of the liquor tax Act passed last year, an additional net revenue from liquor taxes of \$7,312,500 may be expected in 1973-74. Federal "Revenue Sharing" (for the State Government) is estimated at \$30,000,000 for 1973-74.

Revenue for 1973-74. Immediately following these introductory statements are comments on the present and projected economy of the State, prepared by the Board's Division of Statistical Research, including revenue estimates for 1973-74.

Total revenue for 1973-74 from all sources is estimated at \$738,862,000, analyzed and compared with current estimates for 1972-73 as follows:

	<u>General Fund Revenue (Estimated)</u>		
	<u>1972-73</u>	<u>1973-74</u>	<u>Increase</u>
From Present Tax Sources	\$ 613,877,286	698,412,000	84,534,714
"Mini Bottle" Liquor Tax (Gross)	-	9,750,000	9,750,000
Liquor Case Tax	-	700,000	700,000
Federal Revenue Sharing	-	30,000,000	30,000,000
	<u>\$ 613,877,286</u>	<u>738,862,000</u>	<u>124,984,714</u>

The increase expected from present taxes is based on a projection of continued economic growth for 1973-74, following generally the trend anticipated for the nation as a whole. (Note the comment made earlier to the effect that the \$613,877,286 estimated for 1972-73 now appears to be rather conservative, and that actual revenue for the year will probably exceed this amount.)

The \$9,750,000 amount estimated for "mini bottle" liquor tax is the Tax

Commission's estimate for 1973-74, assuming that the constitutional amendment permitting this tax is ratified, and that the tax becomes effective sometime before July 1, 1973. It is expected that initially, for the first two or three months, the revenue from this tax will be higher than the normal level, due to increases in inventory by liquor dealers. The estimate for 1973-74 allows for the tax to become effective about April 1, 1973 or earlier.

Revenue from the present 48¢ per case liquor tax is (by law) now deposited in a separate, special fund in the State Treasury, and is appropriated specifically by the General Assembly for alcoholic and drug education and treatment. Appropriations for these purposes from the General Fund and from this Special Fund now exceed the revenue from this special tax, so that this separate fund accounting serves no particular purpose. It is accordingly recommended that the present law imposing this tax be amended so that this revenue will hereafter go into the General Fund, subject to appropriation as is other general tax revenue. Revenue for 1973-74 is estimated at \$700,000.

Federal funds of \$30,000,000 are anticipated for 1973-74 under the State and Local Fiscal Assistance Act of 1972, commonly referred to as "Revenue Sharing". This is the amount for the State Government, exclusive of allocations to local government. There are no restrictions on the use of these funds, except that they may not be used to match other Federal funds. The present Federal Act authorizes appropriations over a five year period beginning January 1, 1972, with provisions for relatively minor annual increases.

Appropriations Requested for 1973-74. Agencies have requested a total of \$824,393,575 in General Fund appropriations for 1973-74. This compares with \$658,870,283 appropriated for 1972-73, a requested increase of \$165,523,293.

The following comparison by functional grouping of agencies shows current appropriations and requests for 1973-74.

	1972-73 Appropriation	1973-74 Requests	Increase	
			Amount	Percentage
Legislative	\$ 2 817 894	\$ 2 458 275	\$ (359 619)	(12.8)
Judicial	1 366 451	1 414 608	48 157	3.5
*Executive	19 633 220	28 712 523	9 079 303	45.6
Education				
Higher Education	88 076 864	111 353 968	23 277 104	26.4
Public Schools	241 267 500	303 084 717	61 817 217	25.9
Specialized Education	24 987 404	33 494 200	8 506 796	33.7
Other	1 914 934	3 269 277	1 354 343	70.7
Health				
Physical Health	13 430 687	24 199 003	10 768 316	80.2
Mental Health	40 188 155	50 541 122	10 352 967	25.8
Welfare & Rehabilitation Services	40 754 934	51 296 045	10 541 111	25.9
Correctional	13 502 944	18 342 410	4 839 466	35.8
Conservation & Natural Resources	23 429 403	28 892 261	5 462 858	22.8
Regulatory	12 746 786	15 366 893	2 620 107	20.1
Miscellaneous	814 761	751 000	(63 761)	(7.8)
Contributions	266 535	249 265	(17 270)	(6.5)
Retirement & Social Security	61 665 701	71 359 500	9 693 799	15.7
Debt Service	14 812 388	16 999 008	2 186 620	14.8
Aid to Subdivisions	54 961 667	62 609 500	7 647 833	13.9
Permanent Improvements	2 232 055		(2 232 055)	
Total	\$658 870 283	\$824 393 575	\$165 523 292	

*The 1973-74 request includes \$7,000,000 for a general increase in compensation for all State Government employees.

Recommended Budget. Under conditions described above, it is rather significant that the Board has been able to recommend a budget for 1973-74 that, in its judgment, adequately meets the requirements for State services and is within estimated revenue from existing taxes.

The following condensed figures compare the 1973-74 budget recommended herein with that for the current year 1972-73:

GENERAL FUND
BUDGET FOR 1973-74

<u>Available Funds (Estimated)</u>	
Revenue from Regular Tax Sources	\$ 698,412,000
Additional Liquor Revenue from:	
"Mini-bottle" Amendment	9,750,000
Liquor Case Tax	700,000
Federal Funds - "Revenue Sharing"	30,000,000
	\$ 738,862,000
<u>Appropriations</u>	<u>738,352,082</u>
<u>Margin</u>	\$ <u>509,918</u>

COMPARISON OF BUDGET FOR 1972-73 AND
BUDGET FOR 1973-74

	<u>1972-73</u>	<u>1973-74</u>	<u>Increase</u>
<u>Available Funds</u>			
Brought Forward	\$ 5,627,404		(5,627,404)
Revenue from Regular Tax Sources	613,877,286	698,412,000	84,534,714
Liquor Tax ("Mini-bottle")		9,750,000	9,750,000
Liquor Case Tax		700,000	700,000
Revenue Sharing		30,000,000	30,000,000
Total Available	\$619,504,690	738,862,000	119,357,310
<u>Appropriations</u>	<u>658,870,283</u>	<u>738,352,082</u>	<u>79,481,799</u>
Margin	<u>\$(39,365,593)</u>	<u>509,918</u>	<u>39,875,511</u>
<u>Non-Recurring Funds</u>			
Income Tax and Sales Tax			
"Windfall"	\$ 24,000,000		(24,000,000)
Transfer from:			
Escheat Fund	1,300,000		(1,300,000)
Insurance Sinking Fund	2,515,000		(2,515,000)
Surplus from 1971-72	<u>11,550,593</u>		<u>(11,550,593)</u>
Total Non-Recurring Funds	<u>\$ 39,365,593</u>		<u>(39,365,593)</u>
<u>Balance</u>	<u>\$</u>	<u>509,918</u>	<u>509,918</u>

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The above comparison illustrates the problems involved in balancing the 1973-74 budget, resulting from the use of non-recurring funds to balance 1972-73 operations. Although, as indicated, General Fund revenue is expected to increase \$124,984,713 next year, appropriation increases are held to \$79,481,799 in order to restore the General Fund to a sound operating basis.

Major Appropriation Increases. Of the \$79,481,799 in appropriation increases recommended, the following major agencies and purposes account for \$75,825,179,

		<u>1972-73</u>	<u>1973-74</u>	<u>Increase</u>
<u>Debt Service on State Bonds</u>	-	\$ 15,546,406	17,833,406	2,287,000
For principal and interest on additional bonds authorized for issuance by Acts of 1970, 1971 and 1972.				
<u>Universities and Colleges</u>	-	86,900,995	97,501,060	10,600,065

The 1972-73 General Appropriation Act directed the Budget and Control Board, in

cooperation with the Commission on Higher Education, to develop a formula type procedure for use in determining annual appropriations required to adequately finance the State's Universities and Colleges. It was further directed that the Board's recommended appropriations for 1973-74 be based on a formula approach to the extent practicable.

The Board and Commission have jointly agreed on the basic principles of a formula, and have applied them in arriving at 1973-74 recommendations for each institution. It is understood that further study and refinement of the formula in its present state is necessary to reach ultimate objectives, but as an initial move to appropriating by formula, the present draft has been agreed to as acceptable.

The formula involves the following steps, applied to each institution:

1. Determine the number of credit hours being taken by students according to curriculum and academic level.
2. Divide credit hours by stated factors to determine the number of full time equivalent (FTE) students.
3. Divide the number of FTE students by stated factors to determine the number of faculty required.

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4. Multiply the number of faculty by salary factors applicable to each type institution to determine the total funds needed for faculty compensation.
5. Using faculty compensation as a base, percentage additions are made to cover requirements for administration, libraries, plant operation, etc.
6. For each institution, consideration and allowance is then made for costs peculiar to that institution (for example, the military programs at The Citadel).
7. Determine the total financing required, by adding amounts arrived at in Steps 4, 5 and 6.
8. Deduct from the total amount determined in Step 7, the amount of student fees and other institutional income available for budgeted operating expenses of the institution.
9. The balance remaining, after the deduction in Step 8, represents the amount of appropriation required.

The above formula has been applied in determining recommended appropriations for all institutions (except the Medical University, treated separately). Full implementation of the formula was not possible, because of the total additional funds required to do so, nor was it considered practicable to increase those institutions benefiting from the formula above a reasonable amount in one year. Generally, the amounts recommended take into account (1) increased enrolment projected for 1973-74, and (2) such adjustments as could practicably be made in initially moving into appropriating by formula.

The following comparison shows, for each institution, amounts appropriated for 1972-73 and recommendations for 1973-74:

	<u>1972-73</u>	<u>1973-74</u>	<u>Increase</u>
University of South Carolina	\$ 28,901,917	32,931,120	4,029,203
Clemson University	16,113,443	17,454,408	1,340,965
Medical University	21,944,024	24,976,799	3,032,775
College of Charleston	3,178,034	3,580,898	402,864
The Citadel	4,402,824	4,512,895	110,071
Lander College	300,000	1,039,157	739,157
Francis Marion College	1,987,025	2,379,049	392,024
State College	5,286,156	5,418,310	132,154
Winthrop College	<u>4,787,572</u>	<u>5,208,424</u>	<u>420,852</u>
	<u>\$ 86,900,995</u>	<u>97,501,060</u>	<u>10,600,065</u>

Department of Education - \$240,669,389 261,383,237 20,713,848

The Department has for the past two years developed, and directed its efforts toward, objectives established in a master plan for improving the effectiveness of the public school system. Specific areas where problems exist and greater efficiency is needed have been identified, and improvement programs have been formulated. Substantial progress can be shown, with only two years experience, in such objectives, for example, as reducing the drop out rate, and extension of adult education enrolment. These and other achievements are a direct result of organized, well planned administration.

In its recommendations for 1973-74, the Board has largely followed the priorities set by the Department in its request. Increased recommendations are analyzed as follows:

Adult Education	\$ 374,960
For 346 additional Vocational Education teachers for new schools	2,250,000
For additional teachers for special programs for Handicapped	410,000
For Kindergarten extension	1,500,000
For Building Aid for Kindergartens	118,860
For further development of an extended school year	100,000
For regular state aid increments for teachers under present state aid schedule	852,213
For an average increase of \$500.00 per teacher in a revised state aid schedule for 1973-74	13,374,000
For School Lunch program, to match Federal funds	50,000
For School Bus Drivers, to meet minimum wage scale	1,125,000
For employee salary increments and general operating expenses	<u>558,815</u>
	<u>\$ 20,713,848</u>

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<u>Board for Technical and Comprehensive Education</u>	-	\$ 17,583,462	19,658,462	2,075,000
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To accommodate a projected 20% enrolment increase, and for introduction of college parallel programs.

<u>Educational Television</u>	-	\$ 4,420,413	5,421,022	1,000,609
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For expansion of multi-channel transmission, operation of two new relay stations (constructed with bond proceeds), and for equipment replacement.

<u>Board of Health</u>	-	\$ 13,430,687	15,046,987	1,616,300
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To expand programs involving home health services, family planning, occupational and emergency health services, community health services, and administrative and supporting services. Also included is provision for operating expenses of the addition to the present Sims Building, now under construction.

<u>Mental Health</u>	-	\$ 24,507,826	27,448,076	2,940,250
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For 85 new positions to meet an increasing number of patients, to improve the quality of services, to provide for operating costs of the new alcoholic and drug treatment center, expand data processing facilities, and for a minimum allowance for general operating cost increases.

<u>Mental Retardation</u>	-	\$ 15,448,441	17,335,118	1,886,677
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For additional personnel to operate expanded facilities at Midlands Institution (Columbia), to match Federal funds for extension of day care centers, to replace Federal funds temporarily allotted to the Department in past years, additional employees to improve the quality of service, and for general operating cost increases.

<u>Social Services</u>	-	\$ 35,855,483	42,384,495	6,529,012
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In considering the Department's requests for 1973-74, the Board has held its recommendations to the minimum necessary to maintain adequate services and comply with program standards set by Federal authorities.

Assistance Payments. The two categories of Medicaid and Aid to Families with Dependent Children (AFDC) are again the major programs for which increased funds are required. Appropriated funds for Medicaid are increased from \$10,700,000 to \$14,000,000 for 1973-74, and AFDC from \$5,960,000 to \$7,521,000. Increases for all programs total \$4,888,000.

Administration. Administrative expenses constitute a relatively large proportion of the total cost of Social Service programs, about 20%. The Department has recognized that this situation exists, and has recently taken steps to eliminate inefficiencies that have developed in administrative procedures over a period of years. Federal regulations, however, continue to require added personnel, particularly in the area of eligibility determination. Growth of the Food Stamp program also calls for more administrative employees. Provision for both of these is included in 1973-74 recommendations. In total, an additional \$1,627,000 of State funds is recommended for administration.

<u>Department of Corrections</u>	-	\$ 8,192,375	9,627,161	1,434,786
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In the Capital Improvement Bond Act of 1970, provision was made for the construction of a new correctional institution for women, and a new maximum security complex. It is anticipated that both of these facilities will be completed and opened for operation during 1973-74. The additional personnel and operating costs are provided for in the increase recommended.

Continuing increases in the number of inmates is a constant problem of the Department, both as to general management and meeting financing responsibilities.

<u>Aid to Subdivisions</u>	-	\$ 54,961,667	62,609,500	7,647,833
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The additional amount recommended is computed in accord with rates established by law for the allocation of certain State revenues to counties and municipalities, as applied to estimates of these revenue sources for 1973-74. Allowance is included for the 25% allocation of "mini bottle" liquor tax to counties, provided for in the 1972 Act.

<u>Retirement, Social Security and Health Insurance</u>	-	\$ 66,465,701	76,559,500	10,093,799
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Increased appropriations are recommended to meet statutory requirements for retirement and social security. Retirement contribution rates are unchanged. allowance is made for an increase in the social security employer rate and compensation coverage, effective January 1, 1974. An additional \$500,000 (to \$5,300,000) for the employee health insurance plan is recommended to meet an

increased number of employees, and to more adequately finance the program. (It appears now that the estimate of \$4,800,000 for 1972-73 for the first year of operation of the plan, may have been too low).

Employees' Compensation - \$ - 7,000,000 7,000,000

Recommendations for each agency include sufficient amounts to provide periodic increments becoming due for employees next year, under existing salary levels of the Classification and Compensation plan. Increments due in 1973-74 are estimated to average about 3.25% of total compensation costs. Allowances are included to cover equal average increases for both classified and unclassified groups.

In addition to regular increments, the Board is recommending an average 5.5% increase in the base pay schedule for employees for 1973-74. Following the 1972-73 procedure, it is again recommended that a lump sum, sufficient to provide this average increase, be appropriated to the Budget and Control Board, with a directive that a revised base pay scale be adopted to incorporate an equitable increase for all classifications. Taking into account a normal volume of temporary vacancies throughout the State Government, it is estimated that \$7,000,000 will meet actual requirements for this increase.

Sub-Totals	\$ 583,982,845	659,808,024	75,825,179
<u>All Other Agencies</u>	<u>74,887,438</u>	<u>78,544,058</u>	<u>3,656,620</u>
Grand Total	\$ <u>658,870,283</u>	<u>738,352,082</u>	<u>79,481,799</u>

Total Budgets - All Sources of Funds

Appropriations recommended in this report are confined to funds provided through the State's General Fund, and do not include, except by reference, other funds involved in the operation of the State Government.

The following figures give a summary of the estimated total cost of the State Government for 1972-73 from all fund sources, and the projected total budget for 1973-74:

	1972-73	Requested	1973-74	
	Estimated		Recommended	Increase
State Funds:				
General Fund	\$ 658,870,283	824,393,575	738,352,082	79,481,799
Highway Fund	<u>113,696,000</u>	<u>138,336,000</u>	<u>138,336,000</u>	<u>24,640,000</u>
Sub-Total	\$ 772,566,283	962,729,575	876,688,082	104,121,799
Federal Funds	317,300,719	353,906,214	350,370,583	33,069,864
Other Funds	<u>140,549,817</u>	<u>119,677,672</u>	<u>119,637,859</u>	<u>(20,911,958)</u>
Total	\$1,230,416,819	1,436,313,461	1,346,696,524	116,279,705
	<u>203,573,763</u>	<u>210,238,000</u>	<u>210,238,000</u>	
	<u>1,026,843,056</u>	<u>1,226,075,461</u>	<u>1,136,458,524</u>	

SURPLUS FUNDS

At this time, December 1972, there are two sources of surplus funds, on hand or anticipated, in the State Treasury, subject to appropriation by the General Assembly.

Operating Surplus Funds, \$35,920,092. This includes the balance of \$5,245,456 in the General Fund Reserve account at the end of 1971-72 (brought forward from 1970-71) and the surplus of \$30,674,636 arising from the excess of General Fund revenue over expenditures for 1971-72.

Federal "Revenue Sharing" Funds, \$40,000,000. The Federal Act under which these funds are allotted became effective retroactively to January 1, 1972 - one and one-half years before July 1, 1973, the beginning of our fiscal year 1973-74. We will thus receive a "windfall" of Federal Funds applicable to this year and a half period, estimated at \$40,000,000.

The budget for 1973-74 as submitted herein excludes entirely any recommendations for the expenditure of any of the above funds. They are non-recurring in character, and, as a matter of principle, should not be applied to recurring, current operations expenses or purposes. The Board is now surveying existing needs of State agencies for capital improvements and other non-recurring purposes, and will submit a supplemental report of its recommendations for the use of these funds.

General Fund Revenue

<u>Source</u>	<u>Actual 1971-72</u>	<u>Estimated 1972-73</u>	<u>Estimated 1973-74</u>
Admission Tax	2,508,467	2,600,000	3,500,000
Alcoholic Liquors Tax*	21,313,176	23,000,000	34,250,000
Bank Tax	1,360,826	1,600,000	1,730,000
Beer and Wine Tax	28,689,017	30,000,000	35,200,000
Building and Loan Associations	432,553	300,000	400,000
Business License Tax	19,373,176	19,700,000	21,500,000
Coin-operated Device Tax	997,757	1,200,000	1,060,000
Contractor's License Tax	276,047	285,000	310,000
Corporation License Tax	5,415,465	5,500,000	6,200,000
Documentary Tax	4,470,847	3,750,000	5,300,000
Earned on Investments	6,855,398	6,000,000	8,000,000
Electric Power Tax	7,877,684	8,600,000	9,120,000
Estate Tax	6,367,080	4,000,000	4,600,000
Fertilizer Inspection Tax	245,095	250,000	260,000
Gasoline Tax - Counties	13,789,598	13,900,000	15,950,000
Gift Tax	167,511	300,000	200,000
Income Tax	178,225,761	214,500,000	228,600,000
Insurance Tax	16,326,830	16,500,000	19,000,000
Motor Transport Fees	1,171,000	1,150,000	1,330,000
Retail Sales Tax	245,497,367	264,000,000	288,900,000
Retailers' License Tax	590,732	525,000	570,000
Soft Drinks Tax	8,705,090	8,800,000	10,100,000
Workmen's Compensation Tax	1,477,691	1,700,000	1,700,000
Public Service Assessment	524,917	600,000	817,000
Public Service Authority	757,022	1,000,000	1,100,000
Department of Agriculture	4,834,497	4,800,000	5,350,000
Miscellaneous Departmental Revenue	1,978,435	1,665,000	2,040,000
Department - Supported Appropriations	1,252,883	1,652,286	1,775,000
 Total - Regular Tax Sources	 581,481,922	 637,877,286	 708,862,000
 Non-Recurring Transfers:			
From Escheat Funds		1,300,000	
From Insurance Sinking Fund		2,515,000	
 The State and Local Fiscal Assistance Act of 1972. (Federal - "Revenue Sharing")			30,000,000
 Total	 581,481,922	 641,692,286	 738,862,000

*The Alcoholic Liquor Tax estimate for 1973-74 includes \$9,750,000 in anticipation of the implementation of the so-called "Mini-Bottle" tax law enacted at the 1972 session.

General Fund Appropriations

	Actual Expenditures 1971-72	Estimated Expenditures 1972-73	Appropriations Recommended 1973-74
Legislative Department	2,405,129	2,817,894	2,463,802
Judicial Department	1,293,389	1,366,451	1,423,268
Governor's Office	2,991,623	5,078,116	5,896,379
Lieutenant Governor's Office	18,648	43,997	49,299
Secretary of State's Office	173,098	182,355	232,102
Comptroller General's Office	1,085,167	1,171,329	1,236,786
State Treasurer's Office	10,295,064	15,546,406	17,858,044
Attorney General's Office	899,427	991,394	1,118,099
Adjutant General's Office	371,837	441,366	511,548
State Election Commission	441,171	656,262	458,327
Budget and Control Board	58,603,625	72,080,536	89,632,017
Commission on Higher Education	716,809	1,025,869	1,067,814
Higher Education Tuition Grants Committee	49,960	150,000	650,000
University of South Carolina	22,849,782	28,901,917	32,931,120
Clemson University (Educ. and General)	14,176,111	16,113,443	17,454,408
Medical University of South Carolina	16,427,646	21,944,024	24,976,799
The Citadel	4,040,770	4,402,824	4,512,895
Winthrop College	4,587,961	4,787,572	5,208,424
S. C. State College	4,456,805	5,286,156	5,418,310
Francis Marion College	1,640,690	1,987,025	2,379,049
College of Charleston	1,997,986	3,178,034	3,580,898
Lander College	150,000	300,000	1,039,157
Department of Education	216,218,388	240,669,389	261,383,237
State Board for Technical and Comprehensive Education	13,574,829	17,583,462	19,658,462
Educational Television Commission	3,719,172	4,420,413	5,421,022
S. C. Opportunity School	396,734	494,688	545,764
School for the Deaf and the Blind	1,966,970	2,558,841	2,620,489
Department of Archives and History	594,113	828,295	901,723
Confederate Relic Room	21,778	29,742	36,930
S. C. State Library	721,968	860,199	959,557
S. C. Arts Commission	135,705	196,698	294,403
Board of Health	10,816,678	13,430,687	15,046,987
Department of Mental Health	19,960,293	24,507,826	27,448,076
Department of Mental Retardation	12,257,635	15,448,441	17,335,118
Commission on Alcoholism	170,121	231,888	264,792
Department of Social Services	24,944,988	35,855,483	42,384,495
State Agency of Vocational Rehabilitation	2,288,550	2,742,620	3,020,814
John de la Howe School	476,870	559,668	578,417
Children's Bureau	283,810	331,336	370,963
Commission for the Blind	655,129	1,069,782	1,197,784
Commission on Aging	48,005	71,045	84,707
State Housing Authority		125,000	281,982
S. C. Commission on Human Affairs			191,725
Department of Corrections	6,355,903	8,192,375	9,627,161
Probation, Parole and Pardon Board	1,032,231	1,273,235	1,438,553

2008

(Continued)

General Fund Appropriations
(Continued)

	Actual Expenditures 1971-72	Estimated Expenditures 1972-73	Appropriations Recommended 1973-74
Department of Youth Services	2,875,035	3,801,991	4,384,437
Board of Juvenile Placement and Aftercare	217,611	235,343	279,609
Pollution Control Authority	849,194	1,077,872	1,391,890
Water Resources Commission	293,602	452,796	527,452
State Land Resources Conservation Commission	314,206	371,902	405,546
State Forestry Commission	3,749,020	4,329,915	4,699,096
Department of Agriculture	1,505,412	1,920,063	2,020,822
Agricultural Marketing Commission	84,023	94,038	98,279
Clemson University (Public Service Activities)	6,147,330	7,986,696	8,288,437
Wildlife and Marine Resources Department	838,816	1,786,195	1,586,776
Department of Parks, Recreation and Tourism	2,881,242	3,467,299	3,668,214
S. C. Recreation Commission	46,815	52,760	59,370
State Development Board	1,497,975	1,983,867	1,973,656
Public Service Commission	877,974	1,060,802	1,337,033
Industrial Commission	874,763	937,052	1,077,450
Insurance Department	995,887	1,260,604	1,373,489
Board of Bank Control	372,510	479,149	516,174
State Dairy Commission	115,665	142,107	148,184
Department of Labor	416,633	641,250	910,755
Aeronautics Commission	449,886	579,551	582,585
Contractors' Licensing Board	64,112	67,730	72,375
State Tax Commission	5,779,194	6,480,303	6,881,690
Alcoholic Beverage Control Commission	426,409	507,982	603,964
Civil Defense Agency	144,996	159,729	174,818
Department of Veterans Affairs	449,276	483,027	492,510
Miscellaneous Appropriation	871,855	814,761	747,000
Contributions	153,696	266,535	249,265
 Total (Maintenance and Operation)	 499,605,705	 601,375,402	 675,742,582
 Aid to Subdivisions	 47,794,280	 54,961,667	 62,609,500
 Total	 547,399,985	 656,337,069	 738,352,082
 Permanent Improvements	 645,188	 1,935,103	
 Grand Total	 548,045,173	 658,272,172	 738,352,082

EXHIBIT V

JANUARY 11, 1973

REVENUE AVAILABLE

General Fund Surplus (End of 71-72)	35,920
Revenue Sharing	36,500
General Fund Surplus (End of 72-73)	<u>11,080</u>
	83,500
Less Reserve Fund	<u>25,000</u>
Available for Appropriation	58,500

Recommendations:

Appropriation	58,500
Bond Authorization	<u>36,650</u>
Total	95,150

GOVERNOR JOHN C. WEST
STATE OF STATE ADDRESS

SUMMARY OF
FINANCIAL RECOMMENDATIONS

PROJECT DESCRIPTION	DEPARTMENT RESPONSIBLE	STATE APPROPRIATION	BOND AUTHORIZATION
<u>HEALTH</u>			
Increased Family Health Care Services	State Board of Health/ Medical University of S. C.	\$ 10,000,000	
State-wide Emergency Medical Services	State Board of Health	\$ 3,200,000	
Eliminate Mental Retardation Waiting List	Department of Mental Retardation	\$ 9,000,000	
Mental Health Village System	Department of Mental Health	\$ 6,000,000	\$ 6,000,000
Study of Institutionalized Elderly	Commission on Aging	\$ 200,000	
	SUBTOTAL	\$ 28,400,000	\$ 6,000,000
	TOTAL	\$34,400,000	

2011

GOVERNOR JOHN C. WEST STATE OF STATE ADDRESS

SUMMARY OF FINANCIAL RECOMMENDATIONS

PROJECT DESCRIPTION	DEPARTMENT RESPONSIBLE	STATE APPROPRIATION	BOND AUTHORIZATION
<u>EDUCATION</u>			
Expand Area Vocational Schools	State Department of Education	\$ 1,400,000	\$ 3,600,000
Equipment and Facilities for Education of Handicapped Persons	State Department of Education	\$ 2,000,000	
Extended School Year Demonstration	State Department of Education	\$ 700,000	
Educational Studies	State Department of Education	\$ 150,000	
Career Guidance Instructional Tapes	State Department of Education	\$ 300,000	
Child Development Program	State Department of Education	\$ 1,505,000	
Child Development Program	Office of Child Development	\$ 995,000	
Child Development Program	Commission on Higher Educ.	\$ 400,000	
Child Development Program	State Committee for Technical Education	\$ 400,000	
Firemen's Training Facility	State Committee for Technical Education	\$ 250,000	

GOVERNOR JOHN C. WEST
STATE OF STATE ADDRESS

SUMMARY OF
FINANCIAL RECOMMENDATIONS

PROJECT DESCRIPTION	DEPARTMENT RESPONSIBLE	STATE APPROPRIATION	BOND AUTHORIZATION
<u>EDUCATION (cont.)</u>			
Facilities Expansion	State Committee for Technical Education	\$ 1,150,000	\$ 3,600,000
State Employee Development Study	State Personnel Division	\$ 50,000	
Major Renovations	John de la Howe School	\$ 350,000	
New Infirmary	State School for the Deaf and Blind	\$ 650,000	
Experimental School Program	University of South Carolina	\$ 150,000	
	SUBTOTAL	\$10,450,000	\$ 7,200,000
	TOTAL	\$17,650,000	

GOVERNOR JOHN C. WEST
STATE OF STATE ADDRESS

SUMMARY OF
FINANCIAL RECOMMENDATIONS

PROJECT DESCRIPTION	DEPARTMENT RESPONSIBLE	STATE APPROPRIATION	BOND AUTHORIZATION
<u>HIGHER EDUCATION</u>			
Permanent Facilities for ETV	State ETV Network	\$ 6,574,000	
University of South Carolina Auditorium	University of South Carolina	\$ 900,000	\$ 7,500,000
Law School Library	University of South Carolina	\$ 300,000	
Continuing Education Center	Clemson University		\$ 6,000,000
Clemson Institute for the Aging	Clemson University	\$ 100,000	
Forestry and Recreation Research	Clemson University	\$ 59,000	
Boiler Replacement	The Citadel	\$ 600,000	
	SUBTOTAL	\$ 8,533,000	\$ 13,500,000
	TOTAL	\$22,033,000	

GOVERNOR JOHN C. WEST
STATE OF STATE ADDRESS

SUMMARY OF
FINANCIAL RECOMMENDATIONS

PROJECT DESCRIPTION	DEPARTMENT RESPONSIBLE	STATE APPROPRIATION	BOND AUTHORIZATION
<u>HIGHER EDUCATION</u>			
Permanent Facilities for ETV	State ETV Network	\$ 6,574,000	
University of South Carolina Auditorium	University of South Carolina	\$ 900,000	\$ 7,500,000
Law School Library	University of South Carolina	\$ 300,000	
Continuing Education Center	Clemson University		\$ 6,000,000
Clemson Institute for the Aging	Clemson University	\$ 100,000	
Forestry and Recreation Research	Clemson University	\$ 59,000	
Boiler Replacement	The Citadel	\$ 600,000	
	SUBTOTAL	\$ 8,533,000	\$ 13,500,000
	TOTAL	\$22,033,000	

GOVERNOR JOHN C. WEST
STATE OF STATE ADDRESS

SUMMARY OF
FINANCIAL RECOMMENDATIONS

PROJECT DESCRIPTION	DEPARTMENT RESPONSIBLE	STATE APPROPRIATION	BOND AUTHORIZATION
<u>ECONOMIC IMPROVEMENT</u>			
Preliminary Engineering Revolving Fund for Water Pollution Control	Pollution Control Authority	\$ 500,000	
Vocational Rehabilitation Services	Vocational Rehabilitation Department	\$ 1,000,000	
Feasibility Study for Rural Transportation System	Division of Administration	\$ 100,000	
Non-Profit Housing Sponsor Grants	State Housing Authority	\$ 100,000	
Training Center	State Commission for the Blind		\$ 2,500,000
Laboratory Construction	State Department of Agriculture	\$ 260,000	
Equipment	State Development Board	\$ 49,000	
Working Capital	Public Railway Commission	\$ 250,000	
Additional State Office Building	Division of General Services		\$ 3,800,000
	SUBTOTAL	\$ 2,259,000	\$ 6,300,000
	TOTAL	\$8,559,000	

GOVERNOR JOHN C. WEST
STATE OF STATE ADDRESS

SUMMARY OF
FINANCIAL RECOMMENDATIONS

PROJECT DESCRIPTION	DEPARTMENT RESPONSIBLE	STATE APPROPRIATION	BOND AUTHORIZATION
<u>CRIMINAL JUSTICE</u>			
Implement Judicial Reform	State Supreme Court	\$ 150,000	
State-wide Corrections Facilities Improvements	State Department of Corrections	\$ 6,675,000	\$ 3,650,000
Minimum Salary for Law Enforcement Personnel	State Department of Corrections, Wildlife Commission, Law Enforcement Assistance	\$ 1,900,000	
Laboratory Equipment	State Law Enforcement Division	\$ 133,000	
	SUBTOTAL	\$ 8,858,000	\$ 3,650,000
	TOTAL	\$12,508,000	

*Putnam
Mr. Richards*

South Carolina Retirement System



PURVIS W. COLLINS
DIRECTOR

1001 MAIN STREET
P. O. BOX 11960 - CAPITOL STATION
COLUMBIA, S. C. 29211

January 15, 1973

C
O
P
Y

Mrs. Eva Gillam
216 Richards Street
Denmark, South Carolina 29042

Dear Mrs. Gillam:

In accordance with a decision rendered by the Budget and Control Board on January 11, 1973, you are eligible to receive the balance of your retirement allowance for fiscal year 1971-72, which was discontinued when your earnings exceeded \$2400. Their decision included a provision that \$64.00 be deducted from your allowance, since you had received that amount in excess of \$2400 from your employer.

We are processing this claim for payment to be mailed from this office on February 28, 1973.

With best wishes to you for the New Year and kindest regards, I am

Sincerely yours,

Purvis W. Collins

PWC:cfb

BC: Mr. P. C. Smith, State Auditor

| 2017

FRANK C. BROWN & COMPANY

INCORPORATED

Business Surveys • Management Counsel

30 ROCKEFELLER PLAZA • NEW YORK 20, N. Y.

PLAZA 7-5860

NEW YORK
MIAMI
BOSTON

REPLY TO

2315 LE JEUNE ROAD
MIAMI, FLORIDA 33134
TEL (305) 445-8721

December 11, 1972

RECEIVED
DEC 13 1972

S. C. STATE
PERSONNEL DIVISION

Mr. F. Earl Ellis
State Director of Personnel
State of South Carolina
Personnel Division
700 Knox Abbott Drive
Cayce, South Carolina

Dear Mr. Ellis:

This is in response to Mr. Joseph Mack's request to amend our proposal of November 9, 1972, to include a Pay Study of the elected Legislators of the State of South Carolina.

As mentioned to Mr. Mack, we have just been commissioned to conduct a similar study for the State of Florida's Governors' State Officers' Compensation Commission.

It is our understanding that we will be working with a commission in performing this assignment.

PROPOSAL

Frank C. Brown & Company, Inc., having its principal offices at 30 Rockefeller Plaza, New York, New York, and divisional offices at Boston Massachusetts; Ridgewood, New Jersey, and a southern division in Miami, Florida, which is a member of the Association of Consulting Management Engineers, (ACME), submits an amendment to our proposal dated November 9, 1972.

We amend this proposal to:

[2018

1. Include the Legislators in our study of a Positions Ranking Pay Plan and Salary Study of appointive positions in the service of the State of South Carolina.
2. Collecting pay information of similar positions in other states. Current pay would be collected from surrounding states and from states of similar size.
3. If desirable, will work with the Commission assigned to this task.
4. Correlating the pay information to adjust Legislators' salaries to an equitable amount taking into account the pay structure of the State of South Carolina's employees, appointed officials, and other elected officers.
5. Submit a report consisting of:
 - A. Purview of the assignment
 - B. The Approach to the assignment
 - C. Findings
 - D. General Discussion
 - E. Recommendations
 - F. Method of Implementation
7. Answer any questions pertaining to the study to the Commission or Legislator - (not to exceed three man days).

We will require the cooperation of the Commission and the State's Personnel Department for information to complete these studies.

Mr. F. Earl Ellis

-3-

December 11, 1972

The cost of the December 11, 1972, proposal would be Four Thousand Five Hundred Dollars (\$4,500.00).

The total cost of November 9, 1972, and December 11, 1972, proposals would be Twenty Six Thousand Seven Hundred Dollars (\$26,700.00).

This cost is based on both studies being done concurrently.

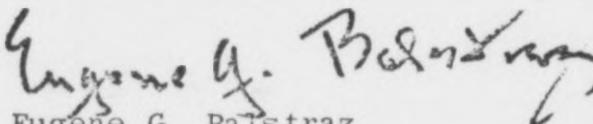
All other conditions would be the same as outlined in our proposal of November 9, 1972.

We again thank you for allowing us to submit this proposal and are looking forward to being of service to you and the State of South Carolina.

If you have any questions, our southern divisional office in Miami, Florida, is at your service.

Respectfully submitted,

FRANK C. BROWN & COMPANY, INC.



Eugene G. Balstraz

Vice President

Certified Management Consultant

EGB/jel

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Continued
on back

Wenmark, S.C.

Jan 25, 1973

His Excellency Governor John C. West
Office of the Governor
Columbia, S.C.

Dear Governor West,

It is, indeed, gratifying
to have someone serve
as my governor who has
the time and desire
to help me with an
individual problem as
you have just done. The
decision made by the
Budget and Control Board
with your sanction means
far more than the amount
of money involved. I can
profitably use the money
but I so deeply appreciate
the justice shown in
the decision made for me.

Please extend my thanks
to the Budget and Control

: Board and to Mrs. Cooper
for its decision and
for her untiring efforts
in my behalf.

Many, many thanks,

With kindest regards,

Era A. Gillam

E N D

2023