

MINUTES OF BUDGET AND CONTROL BOARD MEETING

JANUARY 20 1976

The Budget and Control Board met in the Conference Room of the Governor's office at 10:00 a. m. on January 20, 1976, with the following members in attendance.

Governor James B. Edwards
Mr. Grady L. Patterson, Jr.
Mr. Henry Mills
Senator Rembert C. Dennis
Mr. F. Julian LeMond

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

The following business was conducted.

GENERAL SERVICES DIVISION - Mr. Furman McEachern appeared before the Budget and Control Board to discuss the following matters.

AUTO LIABILITY INSURANCE FOR STATE VEHICLES - Mr. McEachern pointed out that Act 1154, Acts of 1974, authorized the Division of General Services to provide liability coverage for all State vehicles. His department, therefore, contacted fifty-six different insurance agencies and solicited bids for the furnishing of basic auto insurance for State vehicles. These firms were asked to quote on 15/30/5 liability insurance plus \$1000 of basic economic loss. Only three agencies had chosen to submit bids as of December 22, 1975, and none of these were acceptable. At that point officials of the General Services Division entered into negotiations with the three bidders. The low bidder for the negotiated coverage was Frank C. Anderson of Clemson, South Carolina representing the American Southern Company of Atlanta, Georgia. It was agreed that the insurance would be provided at a maximum cost of sixty-five dollars per vehicle, but if any

agency is presently qualified for a lower per vehicle cost the liability on the vehicles of this particular agency would be assumed at their present cost. The agreement will continue for three years with a ninety day cancellation notice available to either party. Further negotiations will be available at the end of each anniversary date based upon experience, participation, etc.

Board members unanimously approved a motion by Mr. Mills, seconded by Mr. LeaMond, authorizing the General Services Division to enter into a contract with the American Southern Company as outlined by Mr. McEachern.

Information pertaining to this matter has been retained in these files and is identified as Exhibit I.

HOUSE OF REPRESENTATIVES - RENTAL SPACE - The Honorable Rex Carter, Speaker of the House of Representatives, appeared with Mr. McEachern to discuss the need for rental space for sub-committee hearing rooms. Mr. Carter indicated that a committee has been seeking approximately 5000 square feet of space in the vicinity of the Capitol and had determined that such space was available in the Bankers Trust Tower at a cost of six dollars per square foot. He further indicated that an attempt had been made to obtain this space in the Columbia Building which is less expensive. However the committee had been advised that these accommodations were not available and, therefore, a request had been made for permission to enter into a lease with the Bankers Trust Tower until the Gressette and Blatt Buildings are completed.

The Budget and Control Board approved a motion by Mr. Mills, seconded by Senator Dennis, authorizing the leasing of this space. Mr. LeaMond abstained from the voting on this matter.

sary to authorize the granting of a right-of-way to the South Carolina Electric and Gas Company for service to the new Employment Security Building.

Board members unanimously approved a motion by Mr. Mills, seconded by Mr. Patterson, authorizing Mr. McEachern to enter into a right-of-way agreement with the South Carolina Electric and Gas Company in connection with the construction of the Employment Security Building.

STATE COLLEGE - PRINTING EQUIPMENT - Upon the recommendation of Mr. McEachern, Board members unanimously approved a motion by Mr. Mills, seconded by Mr. LeaMond, authorizing South Carolina State College to purchase a small duplicating machine at a cost of approximately \$1,325.

DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL - X-RAY BUILDING - On December 20, 1974, the Budget and Control Board gave approval to the Department of Health and Environmental Control for the renovation of the X-Ray Department at the Farmer Building of the State Park Health Center. At the Board meeting of December 23, 1975, consideration was given to a written request for abandoning of the plan to renovate the X-Ray Department and to build a new facility instead. This new facility is expected to cost approximately \$590,850 and it was requested that this project be financed from patient fees previously collected through the Medicare and Medicaid programs.

At that meeting Budget and Control Board members requested that Dr. Kenneth Aycock appear to discuss the request and also to furnish information as to future plans for the State Park Health Center. Dr. Aycock appeared at the present meeting to further discuss this matter.

He advised that the old X-Ray facilities at the Farmer Building of the State Park Hospital were antiquated and badly over crowded. Dr. Aycock also stated that X-Ray technicians could not be provided proper protection

at the current site. It was pointed out that the present facilities have no provisions for dressing rooms or waiting rooms where contagious patients can be separated from others.

In answer to questions, Dr. Aycock indicated that tuberculosis is still very prevalent in South Carolina as is emphysema and other respiratory diseases. He stated that a facility such the State Park Health Center will be necessary for at least the next thirty years.

According to Dr. Aycock the building costs will be approximately sixty-three dollars per square foot with \$170,000 being used for the purchase of new X-Ray equipment and \$30,000 being spent for alterations on the vacated space.

Board members unanimously approved a motion by Senator Dennis, seconded by Mr. Patterson, authorizing the construction of this X-Ray facility and its financing through the use of funds previously collected through the Medicare and Medicaid programs.

Dr. Aycock indicated that two architects work for the Board of Health and Environmental Control and he requested permission to use these architects for the design and construction of the X-Ray Building in lieu of the hiring of an outside firm. According to Dr. Aycock the use of these architects would save approximately \$30,000 on the overall project.

In the discussion with followed, Governor Edwards indicated concern over the fact that the Board of Health and Environmental Control had two architects on its payroll who would be engaged in the design and construction of buildings of this type. However after further discussion, Board members unanimously approved a motion by Mr. Patterson, seconded by Senator Dennis, authorizing the Board of Health and Environmental Control to use its own architects in the construction of this X-Ray facility.

For additional information pertaining to the construction of this building, reference should be made to the minutes of the Budget and Control Board meeting of December 23, 1975.

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For additional information pertaining to the construction of this building, reference should be made to the minutes of the Budget and Control Board meeting of December 23, 1975.

MOTOR VEHICLE MANAGEMENT DIVISION - Mr. Allan Spence, Director of the Motor Vehicle Management Division appeared before the Budget and Control Board to discuss the following items.

AGENCY DECALS FOR AUTOMOBILES - Mr. Spence advised that the following agencies were presently using well known decals on their motor vehicles and had requested authorization to continue with the present identification.

Wildlife and Marine Resources Department
Department of Parks, Recreation & Tourism
Forestry Commission
Highway Department
Highway Patrol

Board members unanimously approved a motion by Mr. Patterson, seconded by Mr. Mills, authorizing the above mentioned agencies to retain their present motor vehicle decals and to require all others to have the State seal with the name of the agency listed below. It was understood that motor vehicles having licenses other than those labeled "SG" would not be required to display a decal.

REQUESTS FOR NEW VEHICLES - Upon a motion by Senator Dennis, seconded by Mr. Patterson, Board members unanimously authorized the purchase of the following passenger vehicles as recommended by Mr. Spence.

One vehicle - University of South Carolina - Geology Department

One vehicle - University of South Carolina - Aiken

One vehicle - Employment Security Commission

The vehicle for the Aiken campus of the University of South Carolina will be purchased with student activity funds.

The other two vehicles will be purchased with Federal funds.

LANDER COLLEGE - STUDENT AND FACULTY HOUSING REVENUE BONDS - At its meeting of October 29, 1975, the Budget and Control Board approved

the purchase by Lander College of an apartment building to be used as a dormitory and the construction of additional dormitory space. The total cost of the apartment building and the construction will amount to approximately \$1,800,000.

At the present meeting Board members unanimously approved a motion by Mr. Patterson, seconded by Mr. Mills, adopting a formal Resolution authorizing the issuance of these bonds.

A copy of this Resolution has been retained in these files and is identified as Exhibit II.

DEPARTMENT OF SOCIAL SERVICES - COMMITTEE TO STUDY MEDICAID PROGRAM - When Dr. R. Archie Ellis appeared before the Budget and Control Board to make the budget presentation for the Department of Social Services, he requested assistance in the area of Medicaid for the fiscal year 1976-77. At the present meeting Mr. Horace Jackson of the Department of Social Services appeared before the Budget and Control Board to further discuss this matter.

Mr. Jackson advised that the Medicaid program was subject to tremendous growth but that the amount of funds made available through appropriations would require that such growth be rigidly controlled. He repeated Dr. Ellis' request that the Budget and Control Board appoint a member or members to work with the committee from the State Board of Social Services to take a careful look at this Medicaid program.

Board members unanimously approved a motion by Mr. Patterson, seconded by Senator Dennis, directing that Mr. Jasper Harmon, a budget analyst with the State Auditor's office, meet with officials of the Department of Social Services to study the Medicaid program.

Mr. Leamond reminded Mr. Jackson that at the budget hearing in October, 1975, that he, Mr. Leamond, had called attention to the fact that the State of Georgia had initiated a program to recover certain Medicaid monies through the Medicare program. At that time, officials of the Depart-

ment of Social Services were requested to investigate this matter and to furnish information to the Budget and Control Board concerning possible applications in South Carolina. Mr. Leamond indicated that he did not recall having received a report on this matter. Mr. Jackson advised that one report had already been mailed to each Board member concerning the Georgia situation and that a second report should be mailed within the next few days.

A copy of Dr. Ellis' letter of January 6, 1976, has been retained in these files and is identified as Exhibit III.

OFFICE OF THE ADJUTANT GENERAL - SELECTION OF ARCHITECTS - The Budget and Control Board received requests from the Department of the Adjutant General for authority to hire the following architectural firms.

1. Jeffrey March Rosenblem for the construction of an organizational maintenance shop at Hemingway, South Carolina.
2. Columbia Architectural Group for an addition to the property and fiscal office complex in Columbia.

Information furnished indicated that both of the projects would be funded entirely with Federal monies and that all legal requirements had been met for the selection of architectural firms by State agencies.

Board members unanimously approved a motion by Mr. Patterson, seconded by Mr. Mills, authorizing the hiring of the requested architects.

Letters pertaining to the selection of these architects have been retained in these files and are collectively identified as Exhibit IV.

CIVIL CONTINGENT FUND - GOVERNOR'S COMMITTEE ON POLICE AND COMMUNITY RELATIONS - Board members unanimously approved a motion by Mr. Mills, seconded by Mr. Patterson, authorizing the transferring of \$2,500 from the Civil Contingent Fund to the Governor's Committee on Police and Community Relations for the purpose of paying travel, meals and related expenses incurred by this committee.

CIVIL CONTINGENT FUND - ETHICS COMMISSION - Governor Edwards advised that Act 191, Acts of 1975, called for the establishment of a State

Ethics Commission composed of six individuals, one from each congressional district, appointed by the Governor with the advice and consent of the General Assembly but that no funds were provided for this Commission in the current Appropriations Act. Governor Edwards requested that \$15,000 be made available from the Civil Contingent Fund to finance the operations of this Commission for the balance of the current fiscal year.

Board members unanimously approved a motion by Mr. Patterson, seconded by Mr. Mills, authorizing \$15,000 from the Civil Contingent Fund for the operation of the new Ethics Commission.

PERSONNEL DIVISION - Dr. Jack Mullins appeared before the Budget and Control Board to discuss the following items of business.

PROPOSED LEGISLATION - On two previous occasions the Budget and Control Board had discussed proposed legislation pertaining to the following matters.

- State Employees' Grievances
- Holidays
- Nepotism
- State Employees' Sick Leave

Dr. Mullins again furnished drafts of the proposed legislation and a summary of the changes which would be accomplished.

After a lengthy discussion of each of the proposed bills, the Budget and Control Board unanimously authorized Dr. Mullins to present this legislation to the Committee on State Employees. Senator Dennis advised that, although he approved of the concept of each of these bills, he reserved the right to recommend changes when the legislation reached the Senate.

Data pertaining to this matter have been retained in these files and are collectively identified as Exhibit V.

HEALTH INSURANCE PLAN - CONSULTANTS - Dr. Mullins reported to the Board on the bid proposals for an Insurance Consultant to the State for the purpose of analyzing Blue

Cross/Blue Shield experience data, developing specifications and rebidding the health insurance program.

There were eight (8) bids submitted by various actuarial and brokerage firms. These bids were compared on a number of factors including experience in field, experience in government, professional qualifications, cost and bid compliance.

Dr. Mullins recommended that Tillinghast and Company be chosen on the basis of their vast experience and very high professional qualifications. A motion was made by Mr. Mills to choose the in-state brokerage firm, The Grier Company. This was seconded by Mr. Patterson. Senator Dennis abstained from voting on the grounds that someone had approached him on the matter. After considerable discussion concerning the qualifications of the two companies, Governor Edwards asked the Board to study the issue further and make a final decision at a special Board meeting Tuesday, January 27, 1976, at 10:30 a. m. A copy of the materials presented to the Board is filed with the minutes and identified as Exhibit VI.

DUAL EMPLOYMENT - Dr. Mullins reported the recommendations of the subcommittee consisting of Mr. Patterson, Mr. Mills, and Mr. Smith concerning Dual Employment requests.

The committee recommended that the following Dual Employment requests be approved for the amounts indicated:

<u>EMPLOYEE NAME</u>	<u>REQUESTING AGENCY</u>	<u>EMPLOYING AGENCY</u>	<u>DUTIES TO BE PERFORMED</u>	<u>AMOUNT OF COMPENSATION</u>
J. L. Hill	The Citadel	The Citadel	Counseling	\$ 400
T. L. Cronan	The Citadel	The Citadel	Counseling	400
B. J. M. Kelley	The Citadel	The Citadel	Counseling	400
D. E. Styles	The Citadel	The Citadel	Counseling	400
L. J. Cauthen	The Citadel	The Citadel	Counseling	400
J. K. Shelton	The Citadel	The Citadel	Counseling	400
J. A. W. Rembert	The Citadel	The Citadel	Counseling	400
J. W. Gordon	The Citadel	The Citadel	Counseling	400
M. L. Boykin	The Citadel	The Citadel	Counseling	400

1739

<u>EMPLOYEE NAME</u>	<u>REQUESTING AGENCY</u>	<u>EMPLOYING AGENCY</u>	<u>DUTIES TO BE PERFORMED</u>	<u>AMOUNT OF COMPENSATION</u>
W. B. Mathis	The Citadel	The Citadel	Counseling	\$ 400
D. F. L. Bernthal	The Citadel	The Citadel	Counseling	400
W. G. Nichols	The Citadel	The Citadel	Counseling	400
J. C. Spence	The Citadel	The Citadel	Counseling	400
J. H. Pieper	The Citadel	The Citadel	Counseling	400
D. H. White	The Citadel	The Citadel	Counseling	400
J. L. Brittain	The Citadel	The Citadel	Counseling	400
A. T. Hathaway	The Citadel	The Citadel	Counseling	400
R. D. Bonnell	U. S. C.	U. S. C.	Lecturing	100
J. S. Fryer	U. S. C.	U. S. C.	Lecturing	400
E. L. Heard	U. S. C.	U. S. C.	Lecturing	400
R. O. Pettus	U. S. C.	U. S. C.	Lecturing	350
R. O. Pettus	U. S. C.	U. S. C.	Lecturing	350
J. F. Saverance	U. S. C.	General Services	Teaching Aerospace Studies- 4 classes	4,000
T. Kemmerlin	U. S. C.	U. S. C.	Lecturer in Law	2,500

The Board unanimously approved these requests upon a motion by Mr. Mills and second by Mr. Patterson.

EXCHANGE PROFESSOR - HEALTH INSURANCE - Dr. Mullins reported that the University of South Carolina has a professor from England who is teaching in this country on an exchange program. This individual has his wife with him but has been unable to get health insurance in this country. Dr. Mullins requested Budget and Control Board approval to include this individual under State employees health insurance provided approval can be obtained from Blue Cross/Blue Shield. It is understood that the professor will pay this insurance and that there will be no cost to the State of South Carolina.

Board members unanimously approved a motion by Mr. Patterson, seconded by Mr. Mills, authorizing Dr. Mullins to proceed with this matter and to grant this individual State health insurance coverage provided Blue Cross/Blue Shield approves.

DUAL EMPLOYMENT - AGENCY COMPLIANCE - Dr. Mullins reported

that he has reason to believe that numerous State agencies are not complying with Budget and Control Board rules and regulations pertaining to dual employment. Board members directed Dr. Mullins to contact all State agencies to remind them of these requirements.

BUDGET AND CONTROL BOARD MEETINGS - Board members unanimously agreed to hold a special meeting at 10:30 a. m. on the morning of Tuesday, January 27, 1976, for the purpose of finalizing the selection of a consultant to assist the Personnel Division in preparing bid specifications for a health insurance contract and for the analyzing of such bids after they have been received. Board members also unanimously agreed to hold the next regular Budget and Control Board meeting at 10:00 a. m. on Tuesday, February 3, 1976.

SECRETARY'S NOTE: Dr. Mullins advised that there was an additional item of business which pertained to personnel. Board members, therefore, unanimously agreed to declare themselves in Executive Session.



EXHIBIT I
Jan 20, 1976

STATE OF SOUTH CAROLINA
DIVISION OF GENERAL SERVICES

BUDGET AND CONTROL BOARD
300 GERVAIS STREET
COLUMBIA, S. C. 29201

FURMAN E. MCEACHERN, JR.
DIRECTOR
PHONE: (803) 758-2226

January 16, 1976

To: Members of Budget and Control Board

From: F. E. McEachern, Jr. *FEM*
Director

Subject: Auto Insurance

- I. Although the Attorney General's Office has never made a ruling as to the legality of carrying liability coverage on State owned vehicles. Act 371 of 1973 provided liability coverage for Employees of certain Medical Institutions, was amended by Act 1154, page 2738 of 1974 Acts, which authorized the Division of General Services to provide liability coverage for all employees. This division has procured and made available to the employees of the State and it's political sub-divisions, Tort Liability coverage of \$300,000.00 per occurrence (excluding vehicle-medical).

Utilizing the language of Act 1154 the Division requested bids on basic coverage for 15/30/5 plus 1000 B.E.L. Some 56 Agencies received these bids, through mail or person, but only three (3) had bids when opened 22 December 1975. None of the bids was acceptable. Relying on the authority of letter from the Attorney General's Office, negotiations were entered with the three bidders. The low bidder, Frank C. Anderson, Clemson, South Carolina representing American Southern of Atlanta, Georgia had the lowest figure of a basic \$65.00 per vehicle. The Agreement would be for 3 years, 90 Day cancellation notice either party, with negotiations available at the end of each anniversary, as to experience, participation, etc. They further agreed that if any Agency was now qualified for lower per vehicle cost, they would be covered at the lower amount with no one paying more than the basic \$65.00.

I will recommend the Budget and Control Boards' execution of the above, with optional excess limits.

- II. In accord with material submitted to you from the Secretary of the Board, we are enclosing additional material relating to items to be discussed by the Board for the Division of General Services.



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Jan 29, 1976

STATE OF SOUTH CAROLINA
DIVISION OF GENERAL SERVICES

BUDGET AND CONTROL BOARD

300 GERVAIS STREET
COLUMBIA, S. C. 29201

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- II. In accord with material submitted to you from the Secretary of the Board, we are enclosing additional material relating to items to be discussed by the Board for the Division of General Services.

EXHIBIT II
JUN. 20, 1976

A RESOLUTION PURSUANT TO THE PROVISIONS OF ACT NO. 1305 OF 1974, AS AMENDED, WHICH AUTHORIZES THE ISSUANCE OF STUDENT AND FACULTY HOUSING REVENUE BONDS OF LANDER COLLEGE, AND PURSUANT TO ACT NO. 902 OF 1970, WHICH FIXES THE MAXIMUM INTEREST RATE ON OBLIGATIONS OF STATE AGENCIES, APPROVING THE ISSUANCE OF \$1,800,000 STUDENT AND FACULTY HOUSING REVENUE BONDS OF LANDER COLLEGE, SERIES A, BY THE STATE COLLEGE BOARD OF TRUSTEES.

THE STATE OF SOUTH CAROLINA

WHEREAS, the State College Board of Trustees, created by Act No. 353 of 1969 (the Trustees), are authorized by Act No. 1305 enacted at the 1974 Session of the South Carolina General Assembly, as amended by Act No. 322 enacted at the 1975 Session of the South Carolina General Assembly (the Enabling Act), to issue not exceeding Three Million Dollars (\$3,000,000) Student and Faculty Housing Revenue Bonds of Lander College for the purposes set forth in the Enabling Act, including the acquisition and construction of student and faculty housing facilities at Lander College; and

WHEREAS, the State Budget and Control Board is now adopting this resolution for the purpose of evidencing its approval, pursuant to the Enabling Act and pursuant to Act No. 902 of 1970 empowering the State Budget and Control Board to approve interest rates on obligations of State agencies in excess of seven per cent (7%), of the issuance of One Million Eight Hundred Thousand Dollars (\$1,800,000) Student and Faculty Housing Revenue Bonds of Lander College, Series A, which will mature and bear interest as follows:

<u>YEAR</u>	<u>PRINCIPAL MATURING JULY 1</u>	<u>RATE OF INTEREST</u>
1978	\$ 25,000	8.25 %
1979	25,000	8.25 %
1980	30,000	8.25 %
1981	30,000	8.25 %
1982	35,000	8.25 %
1983	35,000	8.25 %
1984	40,000	8.25 %
1985	45,000	8.25 %
1986	45,000	8.25 %
1987	50,000	8.25 %
1988	55,000	8.25 %
1989	60,000	7.75 %
1990	65,000	7.75 %
1991	70,000	7.75 %
1992	75,000	7.75 %
1993	80,000	7.90 %
1994	90,000	7.90 %
1995	95,000	7.90 %
1996	105,000	8.00 %
1997	110,000	8.00 %
1998	120,000	8.00 %
1999	130,000	8.00 %
2000	145,000	8.00 %
2001	155,000	8.00 %
2002	85,000	8.00 %

NOW, THEREFORE, BE IT RESOLVED by the State Budget and Control Board that the issuance by the State College Board of Trustees of One Million Eight Hundred Thousand Dollars (\$1,800,000) Student and Faculty Housing Revenue Bonds of Lander College, Series A, more fully described hereinabove at a private sale without public advertisement, and in accordance with the Bond Purchase Agreement between the Trustees and The Robinson-Humphrey Company, Inc., et al, dated January 8, 1976, a copy of which is presented to this meeting, be and the same hereby is approved, and the State College Board of Trustees may proceed in accordance with the Enabling Act, to issue and deliver the said bonds.

THIS IS TO CERTIFY that the foregoing is an exact verbatim copy of a resolution unanimously adopted at a duly called and held meeting of the State Budget and Control Board of South Carolina, held at Columbia, South Carolina, on January 20, 1976 at which were present _____

_____ who constituted a quorum and remained throughout; and further that the said Resolution has not been amended, modified or repealed and remains in full force and effect.

WITNESS my Hand this ____ day of January, A. D., 1976.

Secretary

EXHIBIT III
JAN. 20, 1976

RECEIVED

JAN 09 1976

REFERRED TO
ANSWERED

Breno

R. Archie Ellis
Commissioner

South Carolina
Department of Social Services



January 6, 1976

The Honorable James B. Edwards
Governor of South Carolina
State House
Post Office Box 11450
Columbia, South Carolina 29211

Dear Governor Edwards

You will recall that when I made this agency's presentation before the Budget and Control Board that I requested assistance in the area of the Medicaid Program for 1976-77. This request was based upon the practical consideration that we could not get an appropriation sufficient to meet the demands of our presently structured program and the projected increase in caseload.

I mentioned this to you subsequently in your office and you asked that I write you a letter; therefore, I am formally requesting that you appoint a member or members of the Budget and Control Board to work with a committee of the State Board of Social Services and the administration of this agency to take a careful look at the Medicaid program for the next fiscal year. A tentative meeting has been setup for the afternoon of January 30 and I would appreciate it if you could advise me as to who will assist us from the Budget and Control Board as soon as possible.

Cordially yours,

Archie

R. Archie Ellis
Commissioner

RAE-h





State of South Carolina

JAMES B. EDWARDS
GOVERNOR

OFFICE OF THE GOVERNOR
POST OFFICE BOX 11450
COLUMBIA 29211

January 9, 1976

Mr. William T. Putnam
Assistant State Auditor
Post Office Box 11333
Columbia, South Carolina 29211

Dear Bill:

Can you arrange to bring up the appointment of a committee from the Budget and Control Board and the State Board of Social Services to discuss the Medicaid Program for 1976-77, as outlined in the attached letter from Dr. Archie Ellis?

With kind regards,

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

Walter R. Pettiss
Administrative Assistant

WRP/bw

1747

EXH PART III
JAN. 20, 1976

RECEIVED

JAN 09 1976

REFLECTED TO *Answer*
ANSWERED



South Carolina
Department of Social Services

R. Archie Ellis
Commissioner

January 6, 1976

The Honorable James B. Edwards
Governor of South Carolina
State House
Post Office Box 11450
Columbia, South Carolina 29211

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Commissioner

RAE-h



Members of the State Board / South Carolina Department of Social Services

Mrs. T. K. McDonald
Chairman
Winnsboro

W. W. Smoak, Jr.
First District
Vice-Chairman
Walterboro

Mrs. J. Derham Lewis
Sixth District
Mullins

John C. Williams, Jr.
Fourth District
Spartanburg

Dr. Agnes H. Wilson
Fifth District
Secretary
Sumter

Patrick Flack
Third District
Anderson

Dr. R. Wright Spears
Second District
Columbia



State of South Carolina

JAMES B. EDWARDS
GOVERNOR

OFFICE OF THE GOVERNOR
POST OFFICE BOX 11450
COLUMBIA 29211

January 9, 1976

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With kind regards,

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Walter R. Pettiss
Administrative Assistant

WRP/bw

1747



EXHIBIT - 111
JAN. 20, 1976

Military Department

STATE OF SOUTH CAROLINA
OFFICE OF THE ADJUTANT GENERAL
NATIONAL GUARD ARMORY, 1225 BLUFF ROAD
COLUMBIA 29201

ROBERT L. MCCRADY
MAJOR GENERAL
THE ADJUTANT GENERAL

13 January 1976

State Auditor's Office
ATTN: Mr. William T. Putnam
Asst. State Auditor
Room 205, Wade Hampton Office Building
P. O. Box 11333
Columbia, South Carolina 29211

In accordance with State regulations, we are requesting approval for the hiring of an Architectural Firm for the design of an Addition located at Columbia, South Carolina. This is a 100% Federal Funded project but will be built on State property. The following Architectural Firms are listed in priority of our selection:

1. Columbia Architectural Group, Columbia, South Carolina
2. Carson & Williams, Columbia, South Carolina
3. Jeffrey Marc Rosenblum, Charleston, South Carolina

We request prompt approval due to the short time available for the completion of this project. Thank you very much for your prompt consideration.

Yours truly,

VERNON E. AMICK
CPT, SCARNG
Construction & Facilities Mgr.

Read Barnes
A.I.A. Architect
115 East Bay Street
Charleston, S. C. 29401Sfr

Columbia Architectural Group
1308 Lady Street
Columbia, S. C. 29201Sirs

Freeman, Wells & Majors
Architects
401 Webster Street
Greenville, S. C. 29601Sirs

Larkin Jennings & Associates Architects, Inc.
2320 East North Street, Suite "D"
Greenville, S. C. 29602Sirs

LBC&W Comprehensive Design
Architects-Engineers-Planners
Gervais at Sumter
Columbia, S. C. 29202Sirs

R. S. Noonan, Inc. of South Carolina
Engineers & Architects
P. O. Box 1388
Greenville, S. C. 29602Sirs

Jeffrey Marc Rosenblum
A.I.A. Architect
276 East Bay Street
Charleston, S. C. 29401Sfr

CARSON & WILLIAMS
Architects & Planners
2801 Devine Street
Columbia, S. C. 29205

ADVERTISEMENT FOR BID

The Office of The Adjutant General requires the services of an Architectural Firm for the design and supervision of the construction of a National Guard Project consisting of Additions to the United States Property and Fiscal Office Complex, located in Columbia, South Carolina. Required will be a 4,326 SF Addition to the office and a 8,500 SF addition to the warehouse. The estimated construction cost is \$136,000.00 for the office and \$155,000.00 for the warehouse.

Architectural Firms interested will so advise The Adjutant General, 1225 Bluff Road, ATTN: CPT Vernon E. Amick on or before 3 December 1975.

Firms having a resume' on file with this office need not duplicate.

STATE OF SOUTH CAROLINA
Military Department
Office of The Adjutant General

<u>PROJECTS</u>	<u>ARCHITECT</u>	<u>COST</u>
CSMS Paint Booth Addition	Demosthenes, McCreight & Riley	39,974.00
Mt. Pleasant Addition	David LeRoy Parrott	27,263.00
Warrenville Armory	Alexander & Moormann	457,879.00
Rock Hill OMS	Opsahl & Pate	150,500.00
Lockhart Armory	Carson & Williams	411,250.00
Andrews Armory	Edward P. Guerard	386,000.00
Edgefield Addition	Demosthenes, McCreight & Riley	24,700.00
Laurens Armory	Demosthenes, McCreight & Riley	387,684.00
Greenville Armory	Prather, Thomas, Campbell & Pridgeon, Inc.	407,215.00
Greenville OMS	Prather, Thomas, Campbell & Pridgeon, Inc.	113,760.00
Leesburg Latrine	Demosthenes, McCreight & Riley	84,818.00
Leesburg Mess Shelters (3)	Columbia Architectural Group	46,475.00
Leesburg Mess Shelter (Restoration)	Columbia Architectural Group	25,000.00
Leesburg JETEP Shop	Columbia Architectural Group	385,000.00
IDS	Holladay, Coleman, Williams & Assoc.	176,000.00
Chester Armory	Larkin Jennings III, & Assoc.	28,674.00
Bennettville Armory	Design Collaborative	28,784.00
Eastover Armory	Riley, Bultman, Coulter & Assoc.	36,956.90
Edgefield OMS	John W. Wells	10,556.00
Mullins OMS	Vickery, Allen & Easher	7,140.00
Greer OMS	James D. Miller & Assoc.	12,049.80

<u>PROJECTS</u>	<u>ARCHITECT</u>	<u>COST</u>
Mt. Pleasant OMS	J. Harrell Gandy	7,140.00
DELOG Addition	Larkin Jennings III, & Assoc.	2,910.60
Hemingway OMS	Jeffrey March Rosenblum	8,496.00
USPFO Office & Warehouse Addition	Columbia Architectural Group	16,296.00



COPY
ALL

Military Department

STATE OF SOUTH CAROLINA

OFFICE OF THE ADJUTANT GENERAL

NATIONAL GUARD ARMORY, 1225 BLUFF ROAD

COLUMBIA 29201

ROBERT L. MCCRADY
MAJOR GENERAL
THE ADJUTANT GENERAL

13 January 1976

State Auditor's Office
ATTN: Mr. William T. Putnam
Asst. State Auditor
Room 205, Wade Hampton Office Building
P. O. Box 11333
Columbia, South Carolina 29211

In accordance with State regulations, we are requesting approval for the hiring of an Architectural Firm for the design of an OMS located at Hemingway, South Carolina. This is a 100% Federal Funded project but will be built on State property. The following Architectural Firms are listed in priority of our selection:

1. Jeffrey March Rosenblum, Charleston, South Carolina
2. R. S. Noonan, Inc of South Carolina, Greenville, South Carolina
3. Clark and McCall, Kingstree, South Carolina

We request prompt approval due to the short time available for the completion of this project. Thank you very much for your prompt consideration.

Yours truly,

VERNON E. AMICK

CPT, SCARNG

Construction & Facilities Mgr.

1753

Clark and McCall
A.I.A. Architects
P. O. Box 609
Kingstree, S. C. 29556

Gill, Wilkins & Wood
Architects and Planners
Drawer 3868
Florence, S. C. 29501

Larkin Jennings & Associates Architects, Inc.
2320 East North Street, Suite "D"
Greenville, S. C. 29602

LBC&W Comprehensive Design
Architects-Engineers-Planners
Gervais at Sumter
Columbia, S. C. 29401

Lucas and Stubbs Associates, LTD.
255 East Bay Street
Charleston, S. C. 29401

R. S. Moonan, Inc. of South Carolina
Engineers and Architects
P. O. Box 1388
Greenville, S. C. 29602

Jeffrey Marc Rosenblum
A.I.A. Architect
276 East Bay Street
Charleston, S. C. 29401

Turner Engineering
869 Robert E. Lee Blvd.
Charleston, S. C. 29407

ADVERTISEMENT FOR BID

The Office of The Adjutant General will require the services of a qualified Architectural Firm for the design and supervision of the construction of a National Guard Organization Maintenance Shop to be located in Hemingway, South Carolina. Proposed project will consist of one building, approximately 3,612 SF, estimated at approximate cost of \$144,000.00.

This is to include complete design, drawings, specifications and supervision for a complete turn-key job.

Resume' of qualifications will be forwarded to The Adjutant General, 1225 Bluff Road, Columbia, South Carolina 29201, ATTN: CPT Vernon E. Amick, Construction & Facilities Mgr. Resum's will be forwarded no later than 14 November 1975.

STATE OF SOUTH CAROLINA
Military Department
Office of The Adjutant General

<u>PROJECTS</u>	<u>ARCHITECT</u>	<u>COST</u>
CSMS Paint Booth Addition	Demosthenes, McCreight & Riley	39,974.00
Mt Pleasant Addition	David LeRoy Parrott	27,263.00
Warrenville Armory	Alexander & Moormann	457,879.00
Rock Hill OMS	Opsahl & Pate	150,500.00
Lockhart Armory	Carson & Williams	411,250.00
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Laurens Armory	Demosthenes, McCreight & Riley	387,684.00
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Greenville OMS	Prather, Thomas, Campbell & Pridgeon, Inc.	113,760.00
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IDS	Holladay, Coleman, Williams & Assoc.	176,000.00
Chester Armory	Larkin Jennings III, & Assoc.	28,674.00
Bennettsville Armory	Design Collaborative	28,784.00
Eastover Armory	Riley, Bultman, Coulter & Assoc.	36,956.90
Edgefield OMS	John W. Wells	10,556.00
Mullins OMS	Vickery, Allen & Bashor	7,140.00
Greer OMS	James D. Miller & Assoc.	12,049.80

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Hemingway OMS	Jeffrey March Rosenblum	8,496.00
USPFO Office & Warehouse Addition	Columbia Architectural Group	16,296.00

SUMMARY OF PROPOSED LEGISLATION

I. State Employee Grievance Act

Recommended Revisions:

- (1) Remove promotion as a grievable item except where discrimination is charged.
- (2) Remove statement allowing employees to "grieve any matter affecting their continued employment or career status." This is a catch-all phrase allowing employees to grieve almost anything.
- (3) Provides for appointment of two alternate members of the State Committee.
- (4) Allow the State Personnel Director or his designee to meet with the agency and employee to resolve the grievance before it goes to the State Committee.
- (5) Allow the State Personnel Director or his designee to provide pertinent information on policies, rules and regulations during the hearings.
- (6) Exemption of certain groups from the Act.

II. Holiday Act

Recommended Revisions:

- (1) Allow payment at a straight hourly rate for those employees who occupy positions that are defined as non-exempt by the Fair Labor Standards Act for holiday time which cannot be given as compensatory time in the required periods.
- (2) Allow Saturday holidays to be observed on the preceding Friday.

III. Nepotism Act

Recommended Revisions:

- (1) Expand to include all supervisory personnel. Basically prohibits an employee from supervising a member of his/her immediate family

or being in a position to influence over an immediate family member's employment, promotion, salary administration, and other related management or personnel administration.

- (2) Provide a grandfather clause for those employment situations in effect prior to July 1, 1976.

IV. Sick Leave Act

Recommended Revisions:

- (1) Allow audit of sick leave records by State Personnel Division.
- (2) Allow accumulation in course of year up to 105 days, but only 90 days can be carried over from one calendar year to the next.

ACT #1025

AN ACT TO PROVIDE FOR STATE EMPLOYEES GRIEVANCE PROCEDURES AND THE STATE EMPLOYEE GRIEVANCE COMMITTEE; AND REPEAL ACT 1025 OF 1974 RELATING GENERALLY TO THE SAME MATTERS. .

BE IT ENACTED by the General Assembly of the State of South Carolina:

Section 1. The General Assembly finds that harmonious relations between public employers and public employees are a necessary and most important factor in the effective and efficient operation of government and that a proper forum for the understanding and resolution of employee grievances will contribute to the establishment and maintenance of harmony, good faith and the quality of public service. It is for that purpose that this act, which may be cited as the "State Employee Grievance Procedure Act of 1975", is enacted.

Section 2. Each agency and department of State government shall establish an employee grievance procedure within such agency or department, which shall be reduced to writing and be approved by the State Personnel Director. A copy of the approved grievance procedure plan shall be furnished and explained to each employee of the agency or department concerned. The plan shall provide that the department or agency shall act on a grievance within forty-five days. Failure to act positively within such period will be considered an adverse decision which the employee may appeal. No employee shall be disciplined or otherwise prejudiced in employment for exercising rights under the plan, and department and agency heads shall encourage the use of the plan in the resolution of grievances arising in the course of public employment. As used in this section, grievances may include

CORRECTION

or being in a position to influence over an immediate family member's employment, promotion, salary administration, and other related management or personnel administration.

- (2) Provide a grandfather clause for those employment situations in effect prior to July 1, 1976.

IV. Sick Leave Act

Recommended Revisions:

- (1) Allow audit of sick leave records by State Personnel Division.
- (2) Allow accumulation in course of year up to 105 days, but only 90 days can be carried over from one calendar year to the next.

NY
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ACT #1025

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dismissals, suspensions, involuntary transfers, layoffs, reductions in pay, and demotions. Compensation shall not be deemed a proper subject for consideration under the grievance procedure except as it applies to alleged inequities within a particular agency or department. Classification and promotion shall be deemed proper subjects for consideration only as they relate to alleged discrimination.

Section 3. There is hereby created the State Employee Grievance Committee constituted and appointed as hereinafter provided. Permanent State employees who have completed six months of satisfactory service shall have the right to appeal to the State Employee Grievance Committee any grievances involving issues which affect their career status or continuing employment with the State, as specified in Section 2, after all administrative remedies to secure acceptable adjudication within their own agency or department have been exhausted. Appeals to the committee shall be initiated as provided for in Section 4.

The State Employee Grievance Committee shall consist of seven members who shall be appointed by the State Budget and Control Board to serve for terms of three years. Appointments shall follow the overlapping schedule now in effect. In addition to the regular seven members, there shall also be appointed two alternate members to serve for three year terms. Any interim appointment to replace a member who resigns or otherwise ceases to be a member of the committee prior to the completion of the term shall be for the duration of the unexpired term. Any member may be reappointed for succeeding terms at the discretion of the State Budget and Control Board.

All members of the State Employee Grievance Committee shall be selected on a broadly representative basis from among the career service or appointed personnel of the several State agencies, with the provision that whenever a grievance comes before the committee initiated by or involving an employee of an agency of which a committee member also is an employee, such member shall be disqualified from participating in the hearing.

Committee members will receive their regular pay for the time they are required to be away from their regular assignments. They will be reimbursed for meals and lodging and, when using their personal automobiles for necessary committee business, they will be paid mileage as provided by law.

The committee shall select its own chairman from among its members. The chairman shall serve as the presiding officer at all hearings but may designate some other member to serve as presiding officer in his/her absence.

A quorum shall consist of at least five committee members, and no hearing may be held without a quorum.

The presiding officer will have control of the proceedings and will take whatever action is necessary to insure an equitable, orderly and expeditious hearing. Parties will abide by the presiding officer's decisions, except when a committee member objects to a decision to accept evidence, in which case the majority vote of the committee will govern.

The committee shall have the authority to issue subpoenas for files, records, and papers pertinent to any investigation; to determine the order of testimony and the appearance of witnesses; to call additional witnesses; to subpoena witnesses; to make such rules and regulations as may be necessary to carry out the provisions of this act; and to secure the services of a recording secretary at its discretion.

The committee shall, within twenty days after hearing an appeal make its findings and decisions and report such findings and decisions to the State Budget and Control Board. Unless the State Budget and Control Board takes action to reject a decision made by the committee within fifteen days, the decision of the State Employee Grievance Committee shall be transmitted by the State Budget and Control Board to the employee, the employing agency and the State Personnel Division and shall be final. If however, the State Budget and Control Board rejects the decision of the committee, the board shall make its own decision without further hearing at its next regular meeting or within ten days, whichever comes first, and that decision shall be final with copies transmitted to the employee, the employing agency and the State Personnel Division. The agency-respondent in the appeal will be bound by the final decision and will take action immediately to implement its obligation under the decision.

Section 4. A State employee who wishes to appeal the decision of the agency or departmental grievance procedure to the State Employee Grievance Committee shall file a request for such an appeal within ten days of receipt of the decision from the agency or department head. The request shall be filed directly with the State Personnel Director by the employee.

The State Personnel Director shall assemble all records, reports and documentation of the earlier hearings on the grievance and review the case to ascertain that there has been full compliance with the established grievance policies, procedures and regulations within the agency or department involved and determine whether the action is grievable to the State Committee. Before the grievance is forwarded to the committee, the State Personnel Director or his designee shall meet with both sides of the issue and try to resolve the grievance on a voluntary basis. If that is not possible, then the State Personnel Director shall forward to the chairman of the State Employee Grievance

Committee those requests that are determined to be in order. Upon being advised by the chairman of the committee as to the date and time when the committee shall meet, the State Personnel Director shall notify all parties concerned of the date, time and place of the hearing and request their presence.

The State Personnel Division shall arrange for the reproduction of pertinent records and papers and distribute copies to the members of the committee prior to the date of the hearing. The State Personnel Director or designated alternate shall attend all hearings of the committee to render advice on or interpretation of applicable laws, policies and regulations. The State Personnel Director shall provide to the committee from the resources of the State Personnel Division such administrative and clerical services as may be required.

Section 5. The following groups of employees shall be exempt from the provisions of this act:

1. Members, officers and employees of the General Assembly;
2. Executive assistants, administrative assistants and secretaries on the Governor's immediate staff;
3. Officers elected by popular vote and persons appointed to fill vacancies in such offices;
4. Supreme Court Justices and Circuit Court Judges, referees, receivers, jurors, and masters of equity;
5. Members of boards, commissions, councils, advisory councils, and committees compensated on a per diem basis;
6. All inmate help in all charitable, penal and correctional institutions, residents of rehabilitation facilities, and students employed in institutions of learning;

7. Part-time professional personnel engaged in consultant services without administrative duties and personnel employed for less than ninety working days per year;
8. Those agency, institution or division heads appointed by the Governor;
9. Employees of the Public Service Authority, State Ports Authority, and the Public Railways Commission.

Section 6. Act 1025 of 1974 is hereby repealed.

Section 7. This act shall take effect on July 1, 1976.

1/12/76

A BILL

TO AMEND SECTION 50-101, CODE OF LAWS OF SOUTH CAROLINA, 1962, RELATING TO NEPOTISM, SO AS TO FURTHER PROVIDE THEREFOR.

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

Section 50-101, Code of Laws of South Carolina, 1962, as amended, is further amended to read as follows:

Section 1. Members of an immediate family, as hereinafter defined, may not be employed concurrently within any one agency of State government if such employment will result in an employee supervising a member of his or her immediate family, or where one member occupies a position which has influence over another's employment, promotion, salary administration and other related management or personnel considerations.

Section 2. Employment of close relatives may be permitted in strictly emergency situations for temporary periods of time, normally not to exceed thirty calendar days, or for some longer period with the approval of the State Budget and Control Board in cases where other qualified applicants are not available for an essential task.

Section 3. Exceptions to Section I of this Act may be made only by the State Budget and Control Board.

Section 4. Immediate family shall include wife, husband, mother, father, sister, brother, son, daughter, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandmother, grandfather, granddaughter, grandson, step-mother, step-father, step-son, step-daughter, aunt, uncle, niece and nephew.

Section 5. All agencies, authorities, boards, bureaus, commissions, committees, councils, departments, divisions, offices and educational institutions of State government shall operate hereunder. The provisions of this Act shall not apply to members, officers and employees of the General Assembly.

Section 6. All employment situations in effect prior to July 1, 1976, shall not be affected by this Act.

Section 7. Section 50-101 of the Code of Laws is repealed.

Section 8. This Act shall take effect July 1, 1976.

A BILL

TO AMEND ACT IIII OF 1974, RELATING TO SICK LEAVE FOR STATE EMPLOYEES, SO THAT THE ACT SHALL ALLOW ACCUMULATION OF SICK LEAVE BEYOND 90 DAYS AND TO PROVIDE FOR CARRY OVER OF 90 DAYS FROM ONE CALENDAR YEAR TO THE NEXT, AND TO PROVIDE THAT PERSONNEL RECORDS COMING UNDER THE PROVISIONS OF THIS ACT SHALL BE SUBJECT TO AUDIT BY THE STATE PERSONNEL DIVISION.

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

SECTION 1. The provisions of this act shall apply to all State agencies, departments and institutions and shall be administered by each such agency, department and institution pursuant to regulations adopted by the State Budget and Control Board. The sick leave records of all agencies, departments and institutions coming under the provisions of this act shall be subject to audit by the State Personnel Division.

SECTION 2. All permanent full-time State employees shall be entitled to fifteen days sick leave per year with pay. Sick leave may be accumulated, but not more than ninety days can be carried over from one calendar year to the next. The department or agency head is authorized to advance up to fifteen days of additional sick leave in extenuating circumstances upon approval of the State Budget and Control Board. All permanent part-time and hourly employees shall be entitled to sick leave prorated on the basis of fifteen days per year subject to the maximum accumulation specified herein. In the event an employee transfers from one State agency to another,

the sick leave balance shall also be transferred. All employees who were employed prior to January 1, 1969, shall be entitled to retroactive sick leave not exceeding ninety days; provided, they have the requisite prior service as provided by this section and such leave has not been consumed pursuant to the then existing policy of any agency; provided, further, that any employee who has accumulated unused sick leave in excess of ninety days pursuant to the then existing policy of any agency shall not lose such excess but may not accumulate sick leave in excess of the provisions of this act after January 1, 1969. The State Budget and Control Board, through the Division of Personnel, shall promulgate such rules and regulations in accordance with law as may be necessary to administer the provisions hereof, including the power to define the use of sick leave.

SECTION 3. This act shall take effect July 1, 1976.

EXHIBIT VI
 DATE 20, 1976

ANALYSIS OF THE BIDS RECEIVED FROM CONSULTANTS
 TO ASSIST IN THE BIDDING OF THE SOUTH CAROLINA
 STATE EMPLOYEES, TEACHERS & RETIREES
 HEALTH INSURANCE PLAN

1770

Name of Consultant	Experience	Experience	Professional Qualifications	Cost		Bid Compliance
	In Field	In Government		Flat Rate	Fee for Service	
Tillinghast & Co.	AA	AA	AA	—	\$8390 ¹	AA
Marsh & McClennan - Mercer	AA	A	AA	\$8500	—	AA
Grier & Co.	B	F	F	\$5000	—	B
Martin E. Segal Co.	AA	A	AA	\$9500 or	\$8000-\$12,000*	A
A. S. Hansen, Inc.	A	B	AA	—	\$6250 ²	A
Huggins & Co.	B	B	AA	—	\$13,500-\$15,000*	A
Wolfman & Moscovitch	B	B	AA	—	\$6000 - \$12,000*	B
Towers, Perrin, Forster & Crosby	A	A	A	—	\$20,500-\$26,000*	A

KEYS

- AA = Exceptional
- A = Good
- B = Not as good relative to others
- F = Poor

*plus additional \$5,000 if
 new carrier to be installed.*

- (1) Does not include charges for analysis of bids
- (2) Does not include charges for installment of new carrier
- * Plus travel expenses

Tillinghast & Company - This firm received the highest rating on the chart because they just completed a similar contract for the State of Georgia's Health Insurance Plan. They were able to secure fourteen bids. They received a very high recommendation from the Director of the Georgia Insurance Program. In particular he said that they were completely trustworthy, they had responded to the project in a timely manner, and that they were most pleased with the results. Several other points in their favor are: they are not an overly large firm, their main office is in Atlanta, and their top level professional personnel will be involved in our project. They are familiar with commercial carriers as well as Blue Cross and they do have several other insurance concepts they would like us to explore.

Marsh & McLennan - Mercer - This firm is rated second because the personnel involved in the project do have a good background in working with carriers and preparing specifications. One drawback was that all their professional actuaries are located in the Boston office and would not be working directly on the project. William Mercer Corporation is the Employee Benefits Consultant part of Marsh & McLennan. They stated it is the largest employee benefits consulting firm in the Country. However, they only had four professionals and two clerical attached to the Atlanta Office. They explained that they had an inter-library communications system with all offices and could easily obtain data from similar studies all over the country.

A. S. Hansen Inc. - This firm has good professional qualifications, but very little experience in government. They have a great deal of experience in working with retirement plans, but very little in health insurance packages for employees. Additionally, while the outline of their approach was the most complete received, they advised that we negotiate with Blue Cross and try to come up with a compromise rate. They stated that if this could not be achieved, then it would be appropriate to solicit bids. However, they don't feel that we will receive much response unless we are willing to bid the Life and LTD along with the Health Insurance.

Martin E. Segal Company - While this company has good professional qualifications, their fees were considerably higher than the above three companies. Also their bid was not too specific about the approach they would take nor did they mention the possibility of exploring other approaches. This company is a large national firm and while they have worked on five State health insurance plans, none of these was completed by the Atlanta office.

Huggins & Company - This is a Philadelphia firm and the fees they quoted were very high. Additionally, they stated that charges for travel would be extra. Also they have had virtually no experience in preparing specifications for health insurance plans. They are presently working on a similar project for the State of Vermont, but this has not yet been completed. All three individuals assigned to the project are actuaries and their past experience consists largely of developing rates for large Insurance companies group insurance manuals.

Towers, Perrin, Forster & Crosby - The fees quoted by this firm were much too high.

Wolfman & Moscovitch - This is a Chicago firm and their experience in writing specifications for health insurance plans is very limited. Also, the fees they quoted were high and did not include all their travel expenses.

The Grier Company - This firm is located in Spartanburg. They do not have a qualified actuary on the staff and they have never handled a project of this type or size.