

**Richland County Recreation Commission  
Regular Board Meeting  
Monday, October 26, 2009  
6:00 p.m.**

**Commissioners in Attendance:**

Delano Boulware, Chairman  
J. Marie Green, Vice -Chair  
Rev. Charles Epps, Secretary  
Wilbert Lewis, Commissioner  
George Martin, Commissioner  
G. Todd Weiss, Commissioner

**RCRC Staff:**

Brian Devost  
Curtis Wilson  
Cornelia Watts  
Comilla Sampson  
David Stringer  
Kenya Bryant  
Marco Broom  
Tony Cooper

**Others:**

James Bridgett Jr., Consultant/Parliamentarian  
Francine Heizer, Bond Attorney  
Mike Gallagher, Bond Attorney  
Robbie Brax, Construction Manger- MB Kahn

1. **Call to Order:** Chairman Boulware called meeting to order at approximately 6:00 p.m.
  
2. **Adoption of Agenda:** (Action) Chairman Boulware stated there was a quorum for the meeting and asked for a Motion to adopt the agenda.

**Motion to adopt the agenda; made by Commissioner Weiss, second by Commissioner Green. Motion approved unanimously by all members present, Boulware, Epps, Green, Martin and Weiss.**

**3. Approval of Minutes: (Action)**

**Motion to approve minutes from September 30, 2009 Regular Board Meeting; made by Commissioner Green, second by Commissioner Weiss. Motion approved unanimously by all members present Boulware, Epps, Green, Martin and Weiss.**

Chairman Boulware expressed condolences to the Boyd family. Ms. Boyd was the first president of the Advisory Board of the Pine Grove Community Center and was active in Rosenwald School project. The Chairman thanked Brian Devost for attending a meeting with Delegation pertaining to Water Recreation and attending meeting at Benedict College pertaining to new project. Boulware also recognized David Stringer for being the runner up in singles and the champion in doubles in wheelchair tennis.

4. **Public Input: (Information)**

No Public input.

**Motion to go into Executive Session to discuss a contractual property matter; made by Commissioner Weiss, second by Commissioner Martin. Motion approved unanimously by all members present, Boulware, Epps, Green, Martin and Weiss.**

5. **Executive Session:**

**Motion to come out of Executive Session; made by Commissioner Weiss, second by Commissioner Green. Motion approved unanimously by all members present, Boulware, Epps, Green, Martin and Weiss.**

Chairman Boulware stated no action was taken in Executive Session.

**Motion to approve the Resolution amending the 2009 Bond Resolution presented by Ms. Heizer; made by Commissioner Weiss, second by Commissioner Green. Motion approved unanimously by all members present Boulware, Epps, Green, Martin and Weiss.**

6. **Bond Status Project Update (Information)**

Robbie Brax, Construction Manager-MB Kahn gave a status update on Phase One of the Bond. Mr. Brax introduced the representatives from the two Architectural firms RCRC has hired, The Boudreaux Group and LCM Design Group. Phase One includes 37 individual projects over 17 parks. A schedule of the projects was given to Tony Cooper to place at RCRC headquarters. Mr. Brax stated the Mr. Devost has challenged them to beat the schedule and on behalf of MB Kahn, The Boudreaux and LCM, we accept that challenge.

Commissioner Epps thanked Mr. Brax for his great leadership and for doing a great job.

7. **Financial Report (Information) - Handout**

Curt Wilson, Business Operations Department Director, discussed cash flow for RCRC from July 2009 through September 2009. The December ending cash balance is down about \$60,000.00 in projections. We have received about \$156,000.00 less this year than we received through this time last year. Management will continue to monitor cash flow. A Construction Management service line has been added to the BAN activity. LinRick's total revenue through September is \$244,000.00, about \$26,000.00 ahead of last year. Rounds at LinRick are the best in three years. Working on final draft of audit and final version finished for presentation at next Board meeting.

Questions and Comments from the Board.

Commissioner Wilbert Lewis joined the meeting at 6:40 p.m.

**8. Executive Director Report (Information)**

Brian Devost, Executive Director, presented the Executive Director Report to the Board. RCRC is trying to improve and brand by upgrading our website and getting our logo on all flyers and brochures. We are doing some things in-house to help RCRC save some money like reducing the phones and trying to get some interns from the colleges and universities. We need to revisit our programs and do more in-house to make some money for the agency. RCRC has been in touch with Mr. Kahn to work on some programs at the Sandhill Village for teenagers. Mr. Devost explained the M3 strategic planning schedule. The Staff, Board and Community will be completing surveys to assist with establishing our short term and long term goals.

**9. Update REC One (Information)**

Brian Devost, Executive Director, explained that REC One was not meeting RCRC needs and expectations. We are looking into a better program.

**10. Update from Adhoc Committee on Reviewing Fees & Scheduling for Athletic Leagues (Information)**

Mr. Lewis, Committee Chairman, did not have any new information to bring before the Board. The other Committee members are Commissioner Mickens and Commissioner Weiss.

**11. Employment of Senior Management Staff Policy Development: (Action)**

David Stringer, Human Resources Division Director, proposed a RCRC new policy, written by himself and Consultant James Bridgett, regarding senior staff.

Comments and Questions from the Board.

**Motion to table the policy until the next meeting; made by Weiss, second by Lewis. Motion approved unanimously by all members present Boulware, Epps, Green, Martin, Weiss and Lewis.**

**12. Public Access Defibrillation Program use of Automated External Defibrillators (AED) Policy (Action)**

Marco Broome, Safety & Security Division Director, explained the Artificial External Defibrillator (AED) Policy. This Policy describes the Public Access Defibrillation (PAD) program use of Automated External Defibrillators (AEDs) on RCRC sites. The purpose of the Policy is to establish guidelines for the deployment, use, training and maintenance of AEDs provided by RCRC. We will be installing 18 AEDs at different RCRC sites. By October 29, 2009 fifty-two of RCRC staff will be trained on the AED. Our goal is to have the entire RCRC staff trained by January 2010. Staff will also receive CPR and first aid training. This policy does not prohibit usage of the AED by the public and the public will be covered by the Good Samaritan Law. The policy will help set needed parameters regarding the authority for authorized staff usage, maintenance responsibilities as well as post usage incident procedures. The recommended policy draft takes in account and coordinates with existing Board By-Laws

and current RCRC policies. In collaboration with Dr. Willie Floyd, Palmetto Health Works, this policy was drafted for review and approval of the Board.

Comments and questions from the Board.

**Motion to accept the recommendation from Mr. Broome; made by Commissioner Epps, second by Commissioner Martin. Motion approved unanimously by all members present Boulware, Epps, Green, Martin, Weiss and Lewis.**

**13. Other Business**

No other Business

**Motion to go into Executive Session to discuss a contractual property matter; made by Commissioner Green, second by Commissioner Epps. Motion approved unanimously by all members present, Boulware, Epps, Green, Martin, Weiss and Lewis.**

**14. Executive Session**


**Motion to come out of Executive Session; made by Commissioner Epps, second by Commissioner Martin. Motion approved unanimously by all members present, Boulware, Epps, Green, Martin, Weiss and Lewis.**

Chairman Boulware stated no action was taken in Executive Session.

**Motion to adjourn meeting; made by Commissioner Weiss, second by Commissioner Green. Motion approved unanimously by all members present, Boulware, Epps, Green, Martin, Weiss, and Lewis.**

**15. Adjournment**

Meeting adjourned at approximately 8:10 p.m.

  
Delano Boulware,  
Chairman

Minutes approved on this 23 day of November, 2009.