

**HEALTH & HUMAN SERVICES COMMITTEE  
MINUTES  
AUGUST 23, 2011**

The Health & Human Services Committee met on Tuesday, August 23, 2011 in the Committee Room, located on the second floor of the Administration Building beginning at 12:55 p.m. Mr. Jeffcoat, Committee Chairman, presided.

Members Attending:

Johnny W. Jeffcoat, Chairman	Debra B. Summers, V Chairman
Frank J. Townsend, III	Bobby C. Keisler
James E. Kinard, Jr.	

Also attending: Katherine Hubbard, County Administrator; Joe Mergo, III, Deputy County Administrator; Larry Porth, Finance Director/Assistant County Administrator; Jeff Anderson, County Attorney; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

**Request for Temporary Part-time Administrative Assistant - Public Safety/Fire Service - Brad Cox, Fire Chief** - Chief Cox presented a request for a temporary part-time administrative assistant. He said they want to bring in a four-hour temporary assistance to assist the department's full-time administrative assistant and work on the strategic planning project. Fire Service has twelve part-time firefighter positions budgeted at \$131,198 and in FY10/11 only \$117,000 was utilized. Chief Cox recommends changing one temporary firefighter position to a temporary part-time administrative assistant. (Cost outlined for one part-time assistant based on 40 hours bi-weekly for 22 pay periods at a total \$15,405.) The Committee asked if it was more important to hire an assistant than a firefighter. Chief Cox responded it was not more important; however, in the past few years, Fire Service has not exhausted the personnel budget. Ms. Hubbard said this is only a temporary position and if Chief Cox needs to adjust hours should priorities in Fire Service change then he would have that latitude.

A motion was made by Mr. Keisler, seconded by Mr. Townsend to recommend to full Council to approve staff's request for a temporary part-time assistant.

The vote in favor was unanimous.

**Approval of Minutes - Meeting of July 26, 2011** - A motion was made by Mr. Keisler, seconded by Mr. Townsend to approve the July 26, 2011 minutes as submitted.

The vote in favor was unanimous.

**2008 Citizens Corp (CERT) Grant Award - Public Safety/Emergency Management - Tom Collins, Emergency Response Coordinator** - Mr. Collins presented a request to accept the 2008 Citizens Corp (CERT) Grant award in the amount of \$5,500. The funds will be used for the Lexington County Citizens Corp (CERT) Program.

A motion was made by Mr. Keisler, seconded by Mr. Kinard to recommend to full Council to approve staff's request to accept the 2008 Citizens Corp (CERT) Grant award.

The vote in favor was unanimous.

**Old Business/New Business** - None.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Judy R. Busbee  
Assistant to the Clerk

Johnny W. Jeffcoat  
Chairman

Diana W. Burnett  
Clerk