

Richland County Rules and Resolutions Committee and Ethics Board

Agenda Item Cover

Agenda Item Name: Committee/Commission/Board role in paying departmental bills and monitoring annual expenditures

Department	County Board	Presented By:	Shaun Murphy-Lopez
Date of Meeting:	December 2 nd , 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure C
Date submitted:	December 1 st , 2021	Referred by:	n/a
Action needed by no later than (date)	n/a	Resolution	n/a

Recommendation and/or action language:

Recommend a motion to develop an amendment to the Committee Structure document bringing consistency to the practices of paying departmental bills and monitoring annual expenditures. An alternative option is to recommend a motion to research current practices at the committee/commission/board level.

Background: *(preferred one page or less with focus on options and decision points)*

Currently the Committee Structure document contains inconsistencies regarding how financial oversight of departments takes place (*italics below are highlighted in the attached document*).

- The role of the **Finance & Personnel Committee** is to *“supervise all financial matters of the County Board for the purpose of keeping expenditures under control and within the budget adopted by the County Board.”*
- The role of the **Audit Committee** is to *“review and approve all expense vouchers for the County Board of Supervisors and the various departments of the County, except for the Social Services Department, Pine Valley Healthcare and Highway Department for which the Audit Committee shall review the department summary sheets.”*
- The role of the **Commission on Aging and Disability Board** is to *“provide financial oversight for the Aging and Disability Resource Center Unit.”*
- The role of the **Highway & Transportation Committee** is to *“. . . direct the expenditure of the highway maintenance and construction funds, audit highway payrolls and material claims . . .”*
- The role of the **Law Enforcement and Judiciary Committee** is to *“audit all bills for expenditures within the department.”*

In practice, inconsistencies also take place at the committee/commission/board level. Some bodies approve monthly bills and others do not. Some bodies regularly review annual expenditures of various accounts, compared to the approved budget, and others do not.

It is recommended that an amendment be proposed to the Committee Structure document to bring consistency to financial oversight. However, if the committee is not prepared to take that step, research could be conducted about how financial oversight is currently taking place at the committee/commission/board level.

Attachments and References:

Attachment: Committee Structure document
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Financial Review:

(please check one)

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	In adopted budget	Fund Number	
	Apportionment needed	Requested Fund Number	
	Other funding Source		
X	No financial impact		

Approval: _____ **Review:** _____
Clinton Langreck

Department Head Administrator, or Elected Office (if applicable)
