

**SC Campaign Finance Board Meeting Minutes**  
**March 29, 2021 - 1:00 PM**  
**SC Legislature Building Clerk's Conference Room**  
**& also a via Zoom**

*Participants: Lisa Scott-Chair, Honorable John Toomey (Jack), Adrian Fassett, Steve Randazzo and Dan Dubois*

- 1. Call to Order: 1:00 pm**
- 2. Public Comments: None**
- 3. Review/approve meeting minutes: Not approved yet.**
- 4. Discussion:**

**Lisa Scott** - All right, so we'll call this meeting to order. So, it's Monday, the 29<sup>th</sup> 1:00 pm. The agenda's actually a copy of the one that we unfortunately couldn't have last week because of the date and notice error. So, no public comments? We were gonna review the March 18<sup>th</sup> minutes but obviously we can't do that now. So we'll do that at the next meeting but thank you to you and Gina and the gang for doing that.

We kinda left it hanging at the last meeting that we had about the hiring of the executive director because of the questions about the amount of money we had to spend this year and also initially it sounded like we had to work it on a consulting contract to start with, however, Steve, you clarified that that because all the monies that the Legislature put through on 1053 when into 167, which is not the Campaign Finance Board's fund account. The 20% for staff and staffing doesn't count for that \$184,000, it's that full amount. Right?

**Steve Randazzo** - Was a remainder of the...year.

**Lisa Scott** - Just for 2020. One question that I think one of us had the last time we met, which I wasn't clear on the answer was when we looked towards 2021, if we have not spent the entire \$184,000, is that moved over? Does it need a special parliamentary act to move it over, how does that work?

**Steve Randazzo** - I could try to get an opinion on that but the opinion that we have seen issued and written out for some time is...at least the opinion of the County Attorney that there's no rollover when considering the 20% restriction in the Charter Law. So the CFB is likely, per the Legislator Flotteron bill, to receive one million dollars next year.

**Lisa Scott** - Right.

**Steve Randazzo** - And there would be a 20% restriction because that is what will be considered your annual deposit, there's a 20% restriction on staffing expenses in line with the annual deposited into the Fair Elections Matching Fund.

**Lisa Scott** - Right, but is there a rollover that would go into the 80% part of it if we have money left in fiscal 2020 because we're not a full year and we're hiring someone so it may or not.

**Steve Randazzo** - You're subject to whatever the Legislature appropriates to the CFB to be able to spend so that's something that I would suggest and advise that you advocate once you put together a budget and become more formally part of the Legislative process for advocating for your budgetary needs. Yeah, I don't think that, you know, whatever's left over from the 184 evaporates, I think it gets assumed back into either 166 or just the broader sense of the CFB dollars but I would not consider that money appropriated for ...

**Lisa Scott** - Right. Okay, all right. That was the question we had. Were there any other questions?

**Honorable John Toomey** - No.

**Lisa Scott** - We can't approve the minutes, we discussed that. So do we wanna discuss anything in the group or do we want to go into executive session first? What do you want to do?

**Honorable John Toomey** - I have nothing to discuss in the group.

**Adrian Fassett** - No, I mean, I don't see why we got to go into executive session either.

**Lisa Scott** - Okay.

**Honorable John Toomey** - We took care of business the last time in executive session.

**Adrian Fassett** - One thing we have to do if we decide that we're not going to proceed on the consultant basis, we have to rescind our last resolution so we would have to make a resolution to rescind that resolution before we could do another resolution.

**Lisa Scott** - Right but that does or does not have to go into executive session?

**Adrian Fassett** - No.

**Honorable John Toomey** - No, it's not a personal...

**Lisa Scott** - Because it's no names or details.

**Adrian Fassett** - There's nothing we really need to go into executive session about.

**Lisa Scott** - All right. So do we have a motion?

**Adrian Fassett** - I'll make a motion to rescind the motion that was made at the last formal meeting where we were gonna hire the person on a consultant basis and we have all the verbiage in the actual minutes.

**Honorable John Toomey** - The motion is to vacate the prior resolution. Correct?

**Adrian Fassett** - Yes.

**Honorable John Toomey** - I'll second.

**Lisa Scott** - Okay. All in favor? Aye.

**Honorable John Toomey** - Aye, aye. All right, we're back to square one.

**Lisa Scott** - All right. Do we want to put another motion on the table?

**Adrian Fassett** - We need to figure out the starting point that we come up with a date yet. I know May 1<sup>st</sup>, June 1<sup>st</sup>.

**Honorable John Toomey** - Yeah, June 1<sup>st</sup>, I guess, would be good. That'd be seven full months.

**Lisa Scott** - Yeah.

**Honorable John Toomey** - Cause something will happen, something's gonna happen in the meantime so if we shoot for June 1<sup>st</sup>, I think that's a very likely date to get everything in order to get the room ready, everything that they...

**Adrian Fassett** - And what was the step?

**Lisa Scott** - 36 step.

**Honorable John Toomey** - 36 is the grade.

**Lisa Scott** - Yeah, I gave it to you guys. Yeah, no, no, no...but I looked it up...it came out to...

**Honorable John Toomey** - It's 36 is the grade and we have to go to the step.

**Lisa Scott** - Yeah and I sent that in the text. I looked up on the...

**Honorable John Toomey** - No, we could decide what step we want to go to.

**Lisa Scott** - Right but the one that's on the table that we were...

**Adrian Fassett** - Closet to 112.

**Lisa Scott** - I think you left it with that when we were conversationally talking about it as we were trying to find the chart to make sure we had the right information.

**Honorable John Toomey** - Right.

**Lisa Scott** - Oh, I emailed it to you both that's why I don't see it, on Wednesday afternoon last week. Do either of you have that?

**Honorable John Toomey** - I don't think I got it. Where'd you email it on my personal email?

**Lisa Scott** - No, no. The county.

**Honorable John Toomey** - Oh, in the county. No, I haven't gotten a county email...remember we used to get the...

**Lisa Scott** - The attestations.

**Honorable John Toomey** - I don't get that.

**Adrian Fassett** - I don't get anything anymore.

**Dan Dubois** - You're not getting anything anymore?

**Honorable John Toomey** - No, I never got that email you're talking about.

**Adrian Fassett** - Okay, but anyways, yes, it's grad 36, step 6.

**Lisa Scott** - Step 6.

**Honorable John Toomey** - Step 6.

**Lisa Scott** - Which is 113,334.

**Honorable John Toomey** - Do you have it?

**Lisa Scott** - No, cause I now email him on his personal via the county.

**Honorable John Toomey** - Just tell me, Adrian, what is step 6? How much is it per year?

**Lisa Scott** - 113,334.

**Steve Randazzo** - Are you sure? I'm seeing 115,466.

**Honorable John Toomey** - 36, step 6; Steve?

**Lisa Scott** - Wait a second.

**Steve Randazzo** - Cause there's on the chart it talks about for employees hired after November 21, 2013 and then there are salary rates as of July 1, 2020.

**Lisa Scott** - Oh, the second page, oh, third page, okay.

**Adrian Fassett** - Okay, so what do you have; Steve?

**Lisa Scott** - Yeah, give us the correct then.

**Steve Randazzo** - Yeah, so you were probably quoting it looked like you were looking at the chart where it said step 6 was 113,770, that is now 115,466.

**Lisa Scott** - And what's the one below that?

**Steve Randazzo** - 110,690.

**Lisa Scott** - So the 110 is a step 5?

**Steve Randazzo** - Yes.

**Lisa Scott** - Okay, so it's grade 36, step 5 and the 115,466 is grade 36, step 6.

**Steve Randazzo** - Correct.

**Lisa Scott** - Okay, thank you. I have all the pages but I only looked at the first one.

**Honorable John Toomey** - I would go with the step 6 at the 115.

**Lisa Scott** - Yeah, the 115,466 and it works...

**Honorable John Toomey** - She gets the benefit of the raise.

**Steve Randazzo** - That may be subject to additional raises per the AME contract. I want to...it may be slightly off because the...there are within a few months time there was another one percent salary increase, it's a very complicated step increase formula over time so that number may now be closer to like 116 and change, maybe 116,600 or something like that.

**Honorable John Toomey** - But no event would it be less than 115,466.

**Lisa Scott** - Yeah, that would be before any of the...that increase.

**Honorable John Toomey** - Right, so, I mean, we're okay with that. If it's 117, I don't care.

**Steve Randazzo** - Yeah, I think as of, okay, if you keep going on the chart way back on July 1<sup>st</sup> of 2021 there are further increases, so step 5 becomes 112,909 and then step 6 becomes 117,789. So if you were looking for 113 beginning July 1<sup>st</sup>, you're probably closer to, you know, you're \$100 off of step 5 at 113.

**Lisa Scott** - I would be inclined to do that because, you know.

**Adrian Fassett** - Cause why?

**Lisa Scott** - It's very much in the range and everything. Adrian?

**Adrian Fassett** - Step 6, it's not gonna kill us one way or another.

**Lisa Scott** - Yeah, okay.

**Adrian Fassett** - 36, step 6.

**Honorable John Toomey** - 36, 6, start with.

**Lisa Scott** - All right. So I'll look again, Steve, but could you just when you get a chance text or email that number because the way I'm looking at the chart I have the biweekly so I had to do the math.

**Honorable John Toomey** - You're at 115,466, Steve. Correct?

**Steve Randazzo** - There's one after the other. So the biweekly...let's just say as of...because you said you're planning for a June 1 hire.

**Lisa Scott** - Yeah.

**Steve Randazzo** - Contractually the AME salaries go up July 1 so the biweekly for step 5 will be 4326 and the biweekly for step 6 will be 4513, which equates to 112,909 and 117,789 for 6.

**Honorable John Toomey** - It's 5000 a year.

**Lisa Scott** - All right and so 117,786 is as of July 1<sup>st</sup>?

**Dan Dubois** - July 1.

**Steve Randazzo** - July 1, 2021, yes.

**Lisa Scott** - Okay, all right.

**Steve Randazzo** - You could even, you look into out years as well, you know, the year after there's another raise, it becomes 119,564 for 6 and then 114,605.

**Honorable John Toomey** - We just want to know where to start, I mean, the raises will take care of themselves.

**Lisa Scott** - And the contract is the contract so it will go up.

**Steve Randazzo** - Yeah, I mean, you want to know when it starts but you also want to know where it's gonna be going over time. It's certainly your fiduciary obligation to track that.

**Lisa Scott** - Oh yeah, no, but to me it's not about the number it's about the percent, you know, like how does the contract operate, it's like a one and-a-half or a one or a two or whatever.

**Steve Randazzo** - It's many different numbers over time. In a few years it becomes 2.5, next year it's 1.5.

**Lisa Scott** - Okay, all right.

**Honorable John Toomey** - But in any event, we got to start at 36 and it's a question whether it's 5 or 6. We agreed on 6 and it'll just take its course on the raises that come in.

**Lisa Scott** - Right.

**Adrian Fassett** - It is what it is.

**Honorable John Toomey** - We can't negotiate.

**Lisa Scott** - No, I understand that but as Steve said the fiduciary part of it is we know we are capped so...in moving forward in years so not that the five grand is gonna make a huge amount of difference but if...

**Adrian Fassett** - That's a whole nother subject that we need to address later whether or not we need to revisit that cap that the Legislature's...capped.

**Lisa Scott** - Oh yeah, absolutely.

**Honorable John Toomey** - You take it to its logical conclusion we're not gonna be able to afford her in certain amount of years it's gonna run out.

**Lisa Scott** - Right, right.

**Steve Randazzo** - But remember for every year of service you go up a step so the executive director if hired on or before July 1<sup>st</sup> performs a year of satisfactory service, that executive director will be the next step anyway the following year and the following year after that.

**Adrian Fassett** - Right.

**Steve Randazzo** - And you're, as of right now, unless you change the Charter, you cannot spend more than \$200,000 next year cumulatively on staff and benefit associated expenses of the staff. So if you're going to be bringing in a secretary you're going to be running very close to and probably exceeding that 200,000 dollar number if you were to bring in a full-time executive director with benefits and a full-time secretary with benefits.

**Honorable John Toomey** - And our side, whatever it would be, which would probably come out to, you know, the other 10, 15,000 dollars cumulatively would come out of the 200. Correct; Steve?

**Steve Randazzo** - Could you repeat that; Jack.

**Lisa Scott** - For the board.

**Honorable John Toomey** - For the board like we're doing 600 a meeting so if we did 20 meetings would be \$12,000...excuse me, you figure about \$10,000.

**Dan Dubois** - There is a cap on that.

**Honorable John Toomey** - Of 5?

**Dan Dubois** - I forget exactly what the number is.

**Honorable John Toomey** - It'd be 15,000.

**Adrian Fassett** - It doesn't come out of the salary line. It does not come out of the 200,000.

**Honorable John Toomey** - Well, that's what I was asking. Does that come out of the salary? I thought it did. Last week it did.

**Steve Randazzo** - Your stipends?

**Lisa Scott** - Yes.

**Steve Randazzo** - Dan, any on the fly interpretation?

**Dan Dubois** - Yeah, I don't know, that's a budget question that I don't have the answer.

**Honorable John Toomey** - I asked the question last week and the answer was yes but that doesn't mean that it is this week.

**Steve Randazzo** - I don't remember ever answering a question about your salaries counting towards the 20%.

**Honorable John Toomey** - No, you might not, I mean, you might not of been the one. All right, we don't know.

**Lisa Scott** - I think we were looking at the 184 not future. Okay.

**Honorable John Toomey** - Well, that's the problem we have is the 200,000.

**Lisa Scott** - Right and whether it's step 5 or 6 to start, we're still not gonna be able to afford a full-time secretary with their benefits plus this.

**Dan Dubois** - But also keep in mind that next year nobody can get qualified for the program cause you need to have an opponent so that can't even happen until 2023.

**Lisa Scott** - Right.

**Dan Dubois** - So while things are gonna ramp up next year to an extent, you're not gonna have...it's not gonna be the full extent of the program so you might not need a full-time secretary just yet.

**Lisa Scott** - Right and we could contract for some assistant services somewhere.

**Dan Dubois** - Sure there are some options that you have.

**Adrian Fassett** - What does it take to change the law so the percentage changes?

**Dan Dubois** - A resolution of the Legislature.

**Steve Randazzo** - You need a Charter amendment, which is a higher threshold than just a simple resolution.

**Lisa Scott** - Yeah, yeah.

**Steve Randazzo** - But, yes, you need a legislative act.

**Adrian Fassett** - And a Charter resolution is what, I mean, when you say a higher threshold, what do you mean by that? I really don't know.

**Steve Randazzo** - You have to have a public hearing on it and I think you still need just a majority of the legislators.

**Dan Dubois** - Yes. It's just a majority.

**Steve Randazzo** - It's not two-third's; right?

**Dan Dubois** - No, it's just a majority, it's a slightly longer process but it wouldn't...you don't need 12 votes for that, you just need 10.

**Lisa Scott** - Right, all right. Okay and that's in the rules of the Legislature anyway so we could always pull that out so we can all get a copy.

**Dan Dubois** - Yes.

**Lisa Scott** - So going back to the numbers then, one of you want to make a motion then?

**Adrian Fassett** - I make a motion that we hire...what's her name again?

**Lisa Scott** - Well, no, let's talk about the salary first. What do we establish...

**Adrian Fassett** - We don't...the motion. The one with the motion.

**Lisa Scott** - Oh, okay, sounds good. Go ahead.



**Adrian Fassett** - What's her name again?

**Honorable John Toomey** - Mercy.

**Lisa Scott** - Mercy Smith.

**Adrian Fassett** - Mercy Smith as the...the Director of the CFB starting on June 1<sup>st</sup> at grade 36, step 6.

**Honorable John Toomey** - I'll second it.

**Lisa Scott** - Okay. All in favor?

**Adrian Fassett** - Aye.

**Honorable John Toomey** - Aye.

**Lisa Scott** - Aye. Okay, all right.

**Adrian Fassett** - Our work is done.

**Lisa Scott** - So, Steve, in terms of the paperwork we need to do, you had sent some forms along and then I realized some of them also related to consultant forms so I wanna make sure we get the...once we put the offer out there we need to have the paperwork and, you know, who in personnel gets involved and all of that. Is there a source for that information, like in personnel, they would give us all that or the person. How do we do this?

**Steve Randazzo** - I sent you a SCIN document. A SCIN document should be filled out by you and submit it to your budget contact.

**Lisa Scott** - Oh, yeah, to Massiel, yeah.

**Steve Randazzo** - So to be clear, for the remainder of the fiscal year you're now encumbering around \$165,000 of your 184 allotment so if there were any plans to procure financial technology and auditing technology between now and next January you have...assuming this is not including your own stipend, you know, \$20,000.

**Dan Dubois** - Wait, Steve, how did you reach that number cause it's a partial year.

**Steve Randazzo** - Because they're...sorry, hold on.

**Dan Dubois** - Yeah, it's not the full amount.

**Steve Randazzo** - Well, you have actually 100,000, right, cause it's half year.

**Lisa Scott** - Yeah.

**Honorable John Toomey** - Right, about 80, 90.

**Lisa Scott** - Yeah, yeah cause it's 7 out of 12's of the salary.

**Honorable John Toomey** - Steve, is there another question now where if we hired an IT that that would come out of that 20% or could we contract as a independent contractor for that and go through a...

**Steve Randazzo** - If you hired an IT...a County employee who is considered IT, that would count towards your staffing expenses. If you used IT's Enterprise IT services, there may be an argument for you to not have to contribute towards that person's salary and therefore the 20%. I think it really just depends on how much IT resources you're planning on using going forward. If you need someone from IT almost like the equivalent of a full-time job, they're gonna probably want to chargeback that expense to the fund.

**Lisa Scott** - But there's the IT that...for the hire, hopefully Mercy will then learn about through her contacts on the CFB side cause there is specific software that works, we're not gonna ask Suffolk to reinvent the wheel. The idea is to start investigating the...and if it's over 25 grand we need to do a Waiver Committee or get an RFP on it.

**Dan Dubois** - Yeah.

**Steve Randazzo** - If it's over 25,000 you have to do an RFP unless you go to Waiver Committee.

**Lisa Scott** - Yeah, okay.

**Honorable John Toomey** - But once we go through the RFP we're not hitting the 20% money.

**Adrian Fassett** - No.

**Lisa Scott** - No because it's an outside contractor.

**Honorable John Toomey** - Right, well, that was in my question.

**Lisa Scott** - Yeah but he was asking, when you said IT, IT is the department here.

**Honorable John Toomey** - Well, I meant our own IT, I mean, Information Technology. I thinking the generic, not the Suffolk County.

**Lisa Scott** - Yeah, but the terminology changes when you contract out like that because they would be software developers kinda stuff.

**Honorable John Toomey** - All right.

**Lisa Scott** - Okay, so the SCIN document gets filled out by us and I'll get it over to the Budget department.

**Steve Randazzo** - If she's accepted the offer or...

**Adrian Fassett** - We have to offer it to...now, does medical insurance start immediately or is there a 90-day waiting period or what, I don't know with the County medical insurance does, does it start immediately or is there a waiting period?

**Steve Randazzo** - I would follow up with Budget and Civil Service on that. I believe it's 30 days, on or around 30 days.

**Adrian Fassett** - Okay.

**Lisa Scott** - Okay and in terms of, you said there's room in the Dennison Building, is that something that we can get set up a bit ahead of time?

**Steve Randazzo** - Send me an email request and I will get that over to folks who manage our facilities. I could imagine if there is any new IT equipment; desks, tables, chairs, etcetera, that need to be furnished in some form of an office that that would likely be charged back to CFB as well.

**Lisa Scott** - Okay and if they, you know, obviously will be meeting so would we then flip over to meeting somewhere in the Dennison Building or would we still be able to meet over here? Cause you're not gonna ask for an office that's gonna necessarily have a big conference table in it or can you. Does it matter?

**Steve Randazzo** - I mean, I think meeting space, you know, at least right now is pretty open, I'm not restricted to doing meetings only on the 12<sup>th</sup> floor of Dennison, it's wherever you could find a conference room really and just based on availability to speak to that perspective department.

**Lisa Scott** - Okay, all right.

**Adrian Fassett** - That's fine.

**Lisa Scott** - All right. Any other questions, any procedural stuff? Anything else? So I'll draft the email to Mercy and run it by you guys on your personal email since neither one of you have a County email.

**Honorable John Toomey** - Today when I looked I realized that I haven't gotten, I thought sometimes I don't get it except for the attestation and thought that they stopped doing the attestation.

**Dan Dubois** - Mercy's first job can be to help you guys get your email set up.

**Lisa Scott** - Yeah, really. Yeah, okay. Steve, anything else from your perspective that you want to bring up?

**Steve Randazzo** - No, I'm just happy that you guys came to a decision and let's just make sure when we're keeping track of...it's like a dual-track, you have a lot more flexibility this fiscal year but just going back to my other comment, the 163 number just came from a quick math of salary plus benefits I was doing around 40%.

**Lisa Scott** - Right.

**Steve Randazzo** - Which would mean you have under \$40,000 next January if you want to bring on additional staff member.

**Lisa Scott** - Right, when we're at the full year salary.

**Steve Randazzo** - Right.

**Lisa Scott** - Yeah, got it. Thank you.

All right. Do we want to schedule another meeting or wait till we resolve things?

**Adrian Fassett** - Wait till we find out what is going on with Mercy.

**Lisa Scott** - Okay. Dan, was there anything on your side? No? Okay. Steve, thank you.

**Adrian Fassett** - Steve, thank you.

**Honorable John Toomey** - All right, thanks, Steve.

**Adrian Fassett** - Be safe, Buddy.

**Honorable John Toomey** - Move to adjourn.

**Lisa Scott** - Okay, all right.

**Steve Randazzo** - Take care.

**Honorable John Toomey** - Bye-bye, Steve.

**Lisa Scott** - You second?

**Adrian Fassett** - Second.

**Lisa Scott** - Okay. We're adjourned, thank you.

*(\*The meeting was adjourned at 1:28 PM\*)*

