



Executive Office

Duane Parrish
Agency Director

Justin Lofurno
Director of Human Resources

South Carolina Department of Parks, Recreation & Tourism



Strategy 1.4 - Ensure Efficient Agency Operations through Executive Leadership and Administrative Support Services

Objective 1.4.1 - Provide Leadership to Ensure Efficient Agency Operations through Intra-Agency Collaboration and Optimal Use of Human Resources



Human Resources

Office Budget

	FY2016-2017	FY2017-2018	FY2018-2019
Classified Positions	\$285,634	\$272,051	\$299,063
Temporary Personnel	\$15,000	\$18,794	\$30,000
Operating	\$22,500	\$22,500	\$22,500
Employer Contributions	\$117,109	\$111,541	\$130,115
Total	\$440,243	\$424,886	\$481,678

Office Staff



Employee Retention

Agency-wide Turnover Rates:

FY2016 10.2%
FY2017 11.72%
FY2018 24.02%

	Executive Office	Administrative Services	Office of Recreation, Grants & Policy	Tourism Sales & Marketing	Welcome Centers Facilities Maintenance	State Park Service	Communications	Research	Film Commission
FY 15	33.00%	5.50%	0.00%	16.32%	0.00%	13.24%	0.00%	0.00%	0.00%
FY 16	0.00%	16.66%	0.00%	12.24%	0.00%	11.14%	0.00%	0.00%	40.00%
FY 17	0.00%	5.50%	33.33%	6.89%	22.22%	11.49%	0.00%	0.00%	0.00%
FY 18	44.44%	25.00%	0.00%	22.00%	30.00%	24.45%	0.00%	0.00%	0.00%

Employee Diversity

Category	#	%
White Female	99	28.5%
Black Female	19	5.5%
Asian Female	1	0.3%
Hispanic Female	1	0.3%
Two or More Races Female	1	0.3%
White Male	205	59.1%
Black Male	20	5.8%
Asian Male	1	0.3%
Total	347	100.0%

Diversity Recruitment Efforts

Career Fair Participation

Allen University
Claflin University
Benedict College
South Carolina State University
Voorhees College
20th Annual CHEC Career Expo

Human Resources Training Opportunities & Needs

- Sexual Harassment
- Time and Leave Administrator Training
- Interviewing Skills
- The Hiring Process (including new hire paperwork)
- Coaching and Counseling
- Performance Management
- Basic Supervisory Skills
- New Leader Training
- FMLA
- Customer Service

Employee Health & Wellness



August 2018

Incentives & Communication PLATINUM AWARD

SC Department of Parks, Recreation & Tourism

In recognition of achieving Working Well's Platinum status for meeting best practice standards in incentive and communication efforts at the workplace.

A blue ink signature of Thornton Kirby.

Thornton Kirby, CEO, Thornton Kirby
President and CEO, SCHA

A Healthier State
Make every workday great.



Working Well

Healthy Worksites, Healthy Communities

Affiliated with the South Carolina Hospital Association

Employee Health & Wellness

2018 State Employee Benefits and Wellness Week

Monday September 17th	Tuesday September 18th	Wednesday September 19th	Thursday September 20th	Friday September 21st
<p>←-----Stair-Step Challenge-----></p> <p>←-----First Floor Friday-----></p>				
<p style="text-align: center;">Step-Tember! Wellness Walk</p> <p>Time: 11:00 AM - Noon Location: State House Grounds</p> <p>Start the week off on the right foot! Get moving and get fit! Grab your friends and co-workers for a fun walk-break. Join us and earn a GOLD STAR just for walking.</p> <p style="text-align: center;">Lunch & Learn Physicians Footcare</p> <p>Time: Noon - 1:00 PM Location: State House Grounds, Edgar Brown Building, room 252</p> <p>We never think about our feet until they hurt. Join  Sam Altman and learn to properly care for your feet, before they start bothering you, and what to do if you already have foot issues. Earn a GOLD STAR for attending.</p> <p style="text-align: center;">Weekly Yoga Class</p> <p>Time: 5:10 - 6:00 PM Location: State House Grounds, Edgar Brown Building, room 252</p> <p>This is an ongoing Monday evening class instructed by Beverly Shelley. Please join us after work for a fun and relaxing session. Earn a GOLD STAR </p>	<p style="text-align: center;">Basic Yoga</p> <p>Time: 12:10 - 12:50 PM Location: State House Grounds, Edgar Brown Building, room 252</p> <p>Beverly Shelley will instruct this 40-minute class to introduce attendees to basic yoga poses that help increase flexibility and relieve stress. Great for all skill levels and body types. Bring a yoga mat and a playful spirit. Loose clothing recommended. GOLD STAR</p> <p style="text-align: center;">Lunch & Learn Will Preparation</p> <p>Time: 1:00 - 2:00 PM Location: State House Grounds, Edgar Brown Building, room 415</p> <p>This may be on your to-do list, so now is the perfect time to check it off. Join us with Meghan Barnes from Kirby Law Firm to learn the ins and outs of preparing your will. Your family will thank you for it some day. Great advice and a GOLD STAR when you sign in for the session.</p> <p style="text-align: center;">Line and Hip-Hop Dancing</p> <p>Time: 2:30 - 4:30 PM Location: State House Grounds, Edgar Brown Building, room 252</p> <p>Do we really need to say anything? See you there!</p>	<p style="text-align: center;">2018 State House Wellness & Benefits Fair</p> <p>Time: 10:00 AM - 2:00 PM Location: State House Grounds, concourse between Edgar Brown and Wade Hampton Buildings</p> <p>You're invited to join us for the 2018 State House Wellness & Benefits Fair outside on the Edgar Brown Building Concourse</p> <p>This event will host vendors that will be sharing their great benefit options and wellness products, workplace wellness information, giveaways and door prizes, plus, just for the fun of it, we'll have Cornhole!</p> <p style="text-align: center;">Community Risk Reduction</p> <p></p> <p>Time: 3:00 - 4:00 PM Location: State House Grounds, Edgar Brown Building, room 252</p> <p>Please join Anthony Scoggin for his presentation on what you should know about safety and prevention. Learn to protect yourself, your home, and the ones you love. Bonus! Earn a GOLD STAR for attending the session.</p>	<p style="text-align: center;">Flu Shot Clinic</p> <p>FREE FLU SHOT </p> <p>Time: 9:00 AM - 12:00 PM Location: State House Grounds, Edgar Brown Building, room 415</p> <p>Get your flu shot early this year! The vaccination is free to all state health plan participants. Please have the pre-registration form filled out before you arrive, and bring your insurance card and picture ID with you. (Forms to come soon)</p> <p style="text-align: center;">Lunch & Learn Nutrition</p> <p>Time: Noon - 1:00 PM Location: State House Grounds, Edgar Brown Building, room 252</p> <p>Join Kay MacInnis from Providence Hospital for a course on nutrition and healthy eating. Earn a GOLD STAR when you sign in. </p>	<p style="text-align: center;">Palmetto Health Digital Mobile Mammography</p> <p>Time: 8:00 AM - 4:30 PM Appointments required Location: Sumter Street between Senate and Pendleton Streets</p> <p>Free to all female state health plan participants under the age of 40, or with a doctor's referral. Please have your insurance card and picture ID when you arrive at your appointment time.</p> <p style="text-align: center;">Veggie Man</p> <p>Time: 11:45 AM - 12:15 PM Location: Senate Street near Sumter Street</p> <p>Come out and see what's in season! GOLD STAR</p> <p style="text-align: center;">Lunch & Learn Healthy Lifestyle</p> <p>Time: 1:00 - 2:00 PM Location: State House Grounds, Edgar Brown Building, room 252</p> <p>Tania Roof with HealthWorks @ Palmetto Health will present a session a living a healthy lifestyle. With all the temptations and challenges of the holidays coming up, you won't want to miss this. Get a head start on a healthy New Year and earn a GOLD STAR.</p>

Employee Health & Wellness



Wellness Week (Sept 17-21)

- Refer to calendar for list of events
- Benefit/Wellness Fair (40 benefit and wellness vendors available to speak with State employees in one location)

Monthly Themes (Fun in the Sun, Gratitude)

Wellness Walks on State House grounds

Line Dancing

Weight Loss Challenge (just completed; 1st-3rd place; lost 17-30 lbs)

Lunch & Learns

- Nutrition
- Skin Care
- Meditation
- Outdoor safety
- Fire & life safety
- Will preparation

Veggie Man – every Friday

Yoga classes

Stair step challenge

Trigger Point Sessions

Health Screenings

Promote activities offered by other agencies (seminars on retirement, social security, health screenings, tax information)



Directorate

Office Budget

	FY2016-2017	FY2017-2018	FY2018-2019
Agency Head	\$129,768	\$132,806	\$132,806
Classified Positions	\$109,944	\$113,670	\$55,073
Unclassified	\$127,287	\$129,730	\$129,730
Temporary Personnel	\$185,000	\$119,144	\$143,000
Operating	\$85,914	\$85,914	\$85,914
Employer Contributions	\$183,769	\$175,689	\$165,969
Total	\$821,682	\$756,953	\$712,492

Office Staff

Duane Parrish
Agency Director
7 Years State Service

Victoria Lewis
Executive Assistant
23 Years State Service

Toni Nance
Director of Governmental
Affairs
Temporary/Part Time

Amy Duffy
Chief of Staff
29 Years State Service

Emily Johnson
General Counsel
Temporary/Part Time

Deliverable 2: Assist S.C. Department of Transportation (SCDOT) with the Tourism Oriented Directional Signage (TODS) program.

Required by:

- S.C. Code Ann. §57-25-810 Creation of program to provide directional signs leading to tourism and agritourism facilities; regulations
- S.C. Code Ann §57-25-820 Department of Transportation responsibility for signs; coordination with other departments; criteria for selection of qualified agritourism facilities; approval of applications for signs.
- S.C. Code of Reg. Chapter 63 - Section 339 (Agritourism and Tourism-Oriented Directional Signing)

Deliverable 2: Assist S.C. Department of Transportation (SCDOT) with the Tourism Oriented Directional Signage (TODS) program.

Number of Approved TODS Applications

FY 14	FY 15	FY 16	FY 17	FY 18
22	18	7	2	7



Deliverable 16: Perform initial review of county and municipal applications for tourism infrastructure admissions tax certification

Required by:

Tourism Infrastructure Admissions Tax Act enacted in 1997:

- S.C. Code Ann. §12-21-6530 Portion of tax to be paid to county or municipality where establishment located; use of funds
- S.C. Code Ann. §12-21-6540 Portion of tax to be transferred to State Treasurer for deposit in special tourism infrastructure development fund; applications for grants; review of applications; guidelines
- S.C. Code Ann. §12-21-6550 Certification application to be filed in county or municipality where major tourism or recreation area located; request for classification.

Deliverable 16: Perform initial review of county and municipal applications for tourism infrastructure admissions tax certification

- Allocation of Funds for public infrastructure improvements:
 - 25% of state admissions tax to county or municipality where facility is located
 - 25% of state admissions tax to special tourism infrastructure development fund administered by SC Coordinating Council
 - 15-year benefit period
- Eligibility:
 - \$20.0mm new capital investment over 5 year period
 - Facilities that collect admissions tax (theme park, museum, aquarium, cultural center, theater, arena, coliseum, golf course, sports facilities, etc.)
 - Investment may include secondary support facilities (hotel, restaurant or retail built to support the admissions tax project)

Deliverable 16: Perform initial review of county and municipal applications for tourism infrastructure admissions tax certification

- Two Development Scenarios:
 - Stand-Alone Tourism or Recreation Facility
 - Designated Development Area
- Eligible Public Infrastructure Improvements:
 - Road or pedestrian access way, right-of-way, bridge, water or sewer facility, electric or gas facility, landfill or waste treatment facility, hospital or medical facility, fire station, school, transportation facility, telephone or communications systems, publically owned tourism or recreation facility

Deliverable 16: Perform initial review of county and municipal applications for tourism infrastructure admissions tax certification

Process:

- SCPRT point of contact for local governments for information and assistance.
- SCDOR Form L-2091 completed by local government and returned to SCPRT.
- PRT reviews application for completeness and reviews invoices to determine if required investment is met.
- PRT submits request to SC Coordinating Council to determine project classification as new or an expansion.
- PRT submits application package to SC Department of Revenue for certification.

Deliverable 16: Perform initial review of county and municipal applications for tourism infrastructure admissions tax certification

- Application Process for Tourism Infrastructure Development Fund administered by SC Coordinating Council:
 - Application completed by local government and submitted to SCPRT to check for completeness.
 - PRT signs application and submits to Coordinating Council for consideration.

Deliverable 3: Designate establishments to receive extraordinary retail establishment tax refunds.

Allowed by: S.C. Code Ann. §12-21-6590 Designation of extraordinary retail establishments; additional infrastructure improvements and other expenditures supporting construction or operation; application for conditional certification.

- Tourism Infrastructure Admission Tax Act amended in 2006 by adding incentive for Extraordinary Retail Establishments (ERE)
- Allocation of funds for public and private infrastructure improvements:
 - 50% of state sales tax to county or municipality where facility is located
 - 15-year benefit period

Deliverable 3: Designate establishments to receive extraordinary retail establishment tax refunds.

- Eligibility:
 - Must be a single store.
 - Requires new capital investment of at least \$25mm.
 - Located within 2 miles of interstate highway or in a county with at least 3.5mm visitors/year.
 - Must be a destination retail establishment that attracts at least 2mm visitors/year, of which 35% traveling 50 miles.
 - One hotel must be built within 3 years.
 - ERE must collect & remit at least \$2mm in state sales tax/year.

Deliverable 3: Designate establishments to receive extraordinary retail establishment tax refunds.

- Eligible Infrastructure improvements:
 - Aquarium, natural history exhibits or museum located within or contiguous to the ERE
 - Site prep
 - Construction of real or personal property
 - Parking
 - Roadways
 - Ingress & egress
 - Utilities
 - Other expenditures of the ERE that directly support or service the aquarium or natural history exhibits.
- Certification process:
 - Local government and ERE complete the application and submit to SCPRT for review.
 - PRT grants conditional certification based on projections submitted by the ERE that they will meet the minimum requirements to qualify.
 - A maximum of 4 EREs can be certified.

Deliverable 4: Serve on the Coordinating Council for Economic Development.

Required by: S.C. Code Ann. §13-1-1710 Coordinating Council for Economic Development

Deliverable 5: Provide the Governor names of two individuals to appoint to the New Horizons Development Authority.*

Required by: S.C. Code Ann. §13-11-20 New Horizons Development Authority

Deliverable 6: Transfer assets to the New Horizons Development Authority

Required by: S.C. Code Ann. §13-11-120 Deposits and expenditures; use of funds; receipt of gifts.

*Authority no longer active

Deliverable 7: Serve on the Coordinating Council for the Division on Aging

Required by: S.C. Code Ann. §43-21-120 Coordinating council.

Deliverable 8: Serve on the S.C. Conservation Bank board as an ex officio member without voting privileges.

Required by: S.C. Code Ann. §48-59-40 South Carolina Conservation Bank; board members and meetings; terms, recusal, and personal liability of members.

Deliverable 9: Serve on the Heritage Trust Advisory Board

Required by: S.C. Code Ann. §51-17-50 Heritage Trust Advisory Board created; composition

Deliverable 10: Serve on the War Between the States Heritage Trust Advisory Board**

Required by: S.C. Code Ann. §51-18-60 War Between the States Heritage Trust Advisory Board

Deliverable 11: Serve on the Old Exchange Building Commission as an ex officio member with voting privileges.

Required by: S.C. Code Ann. §51-19-10 Old Exchange Building Commission created

**Board no longer active

Deliverable 12: Serve on the Scenic Highways Committee

Required by: S.C. Code Ann. §57-23-50 Scenic Highways Committee created; membership; terms of office

Deliverable 13: Participate as one of the parties to proceedings related to certification required before construction of a major utility facility

Required by: S.C. Code Ann. §58-33-140 Parties to certification proceedings; limited appearances; intervention.

Deliverable 14: Serve as a member of the South Carolina Civil War Sesquicentennial Advisory Board**

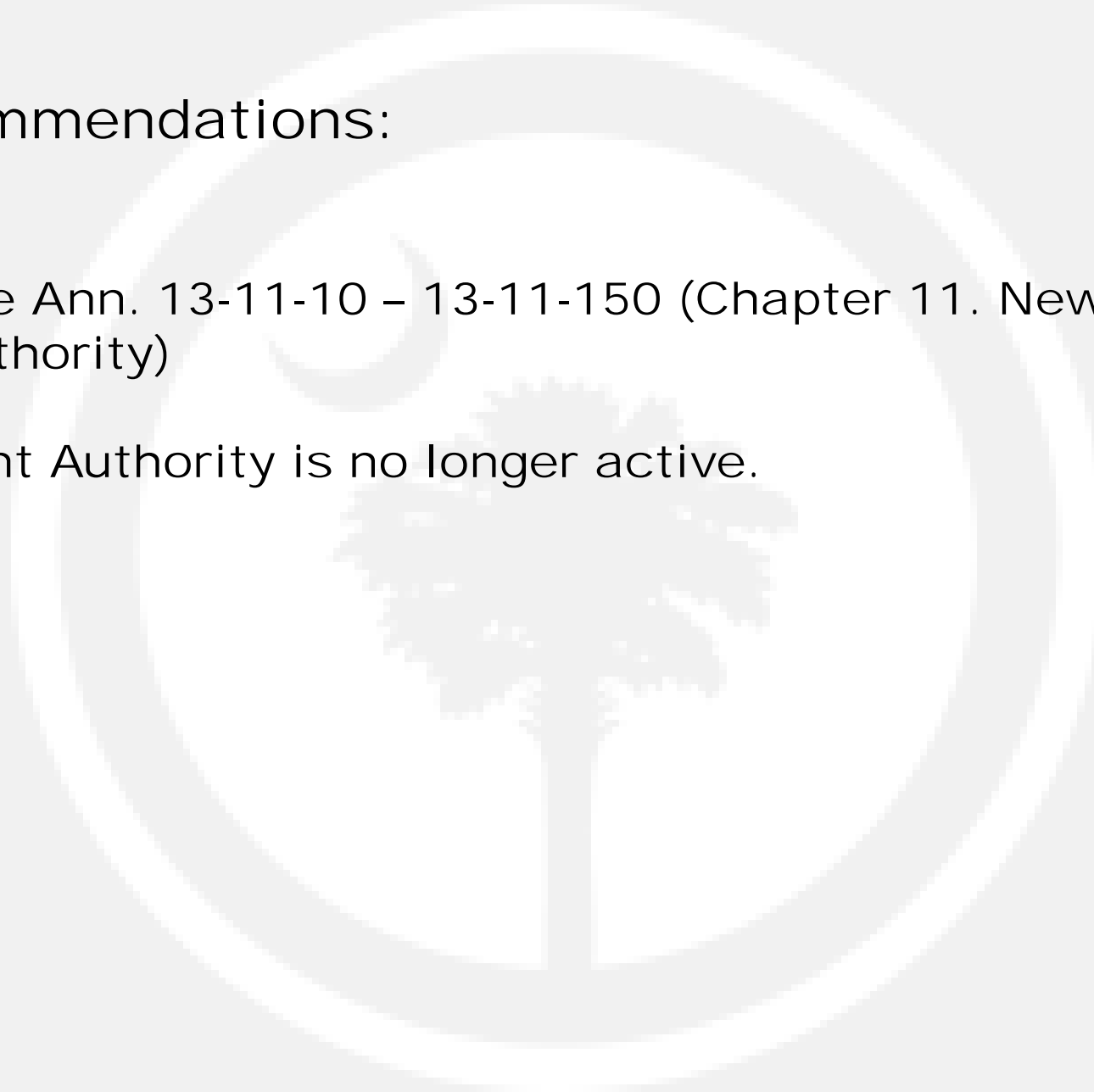
Required by: S.C. Code Ann. §60-11-150 Board created; membership; terms.

***Expired December 31, 2016

Agency Recommendations:

Repeal S.C. Code Ann. 13-11-10 – 13-11-150 (Chapter 11. New Horizons Development Authority)

This Development Authority is no longer active.



Agency Recommendations:

Eliminate 51-1-300 and 51-1-310. SCPRT no longer has this Division as part of the Agency Structure. Transfer purpose and general duties as part of SCPRT's overall powers and duties in S.C. Code Ann. 51-1-60.

~~ARTICLE 3. Division of Community Development.~~

~~SECTION 51-1-300. Division established; management committed to deputy director.~~

~~The Division of Community Development is a Division of Parks, Recreation and Tourism. The administration and management of the division is committed to the deputy director of the division.~~

~~HISTORY: 1993 Act No. 181, § 1274, eff July 1, 1993.~~

~~SECTION 51-1-310. Purpose and general duties.~~

~~The division shall promote economic diversity in all areas of the State by extending to them the full benefits of tourism and recreation development. The division shall coordinate and act as a liaison with regional tourism organizations, local chambers of commerce, development agencies and other federal, state, regional and local agencies and organizations to promote economic and business development, the expansion of tourism, recreation, cultural, retirement, and heritage events. The division shall have such additional duties and responsibilities as may be assigned by the director of the department.~~

~~HISTORY: 1993 Act No. 181, § 1274, eff July 1, 1993.~~

Agency Recommendations:

Modify 51-1-60 to include language from 51-1-310 regarding community development activities.

Recommended additions to 51-1-60 (Powers and Duties of Department):

(j) to promote economic diversity in all areas of the State by extending to them the full benefits of tourism and recreation development.

(k) to coordinate and act as a liaison with regional tourism organizations, local chambers of commerce, development agencies and other federal, state, regional and local agencies and organizations to promote economic and business development, the expansion of tourism, recreation, cultural, retirement, and heritage events.

A circular logo with a white border. Inside the circle, there is a stylized palm tree in the center and a crescent moon in the upper left quadrant. The background of the circle is a light gray gradient.

Thank You