



Richland County  
Employee Evaluation Oversight Ad Hoc Committee  
September 28, 2021 – 2:30 PM  
4<sup>th</sup> Floor Conference Room  
2020 Hampton Street, Columbia, SC 29204

MEMBERS PRESENT: Chakisse Newton, Chair, Bill Malinowski, Yvonne McBride, and Jesica Mackey

OTHERS PRESENT: Tamar Black and Gretchen Barron

1. **CALL TO ORDER** – Ms. Newton called the meeting to order at approximately 2:37 PM.
2. **APPROVAL OF THE MINUTES** - Ms. Newton noted the minutes from the July 27<sup>th</sup> meeting were not included in the packet.

Ms. McBride noted she was not present at the July 9<sup>th</sup> meeting because she was doing County business.

- a. **July 9, 2021** – Ms. McBride moved, seconded by Mr. Malinowski, to approve the minutes as distributed.

Mr. Malinowski noted did not reflect if the Committee forwarded a recommendation to Council to have the Clerk to Council position reposted, and inquired if the posting was legitimate.

Ms. Newton responded part of the confusion may be because they were missing some of the minutes. She noted it was taken to Council, approved and posted.

Mr. Malinowski inquired if anyone had a copy of those minutes.

Ms. Black stated the previous committee meeting was primarily in Executive Session, and the motion coming out of Executive Session was to proceed as discussed in Executive Session.

Mr. Malinowski stated he wanted a copy of the Council minutes. He moved to defer the agenda, so they could get a definitive answer on Council's action.

Ms. McBride inquired, if they could not prove Council's approval, if they could not move forward with this process.

Mr. Malinowski responded in the affirmative.

Ms. Newton stated committee minutes do not reflect actions approved by Council.

Mr. Malinowski stated the minutes should reflect if the committee unanimously voted to forward the

**Employee Evaluation Oversight Ad Hoc Committee  
September 28, 2021**

recommendation to Council.

Ms. McBride inquired if they could legitimately move forward with the discussion.

Ms. Newton stated, for clarification, the minutes provided reflected to move forward with the job description. The minutes that are not included reflected moving forward with the search process.

Mr. Malinowski noted he was fine with the minutes included, but there are missing minutes.

In Favor: Malinowski, McBride, Mackey and Newton

Not Present: English

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Ms. McBride moved, seconded by Ms. Mackey, to approve the agenda as published.

In Favor: McBride, Mackey and Newton

Opposed: Malinowski

Not Present: English

The vote was in favor.

4. **ITEMS FOR DISCUSSION** – Ms. Newton noted the Clerk to Council Candidates and the County Administrator Evaluation were personnel items that should be discussed in Executive Session.

Ms. McBride moved, seconded by Ms. Mackey, to go into Executive Session to discuss the Clerk to Council candidates and the County Administrator Evaluation.

Mr. Malinowski inquired if item 4(a) was properly before them since they did not have confirmation on Council's action regarding the posting of the position. He inquired if they could recess and all the Clerk to look up the minutes.

Ms. McBride stated, based on the agenda, they could still discuss the item.

Mr. Malinowski stated, if they did not have permission to post the job, they may be discussing something that was not properly before them.

In Favor: McBride, Mackey and Newton

Opposed: Malinowski

Not Present: English

The vote was in favor.

*The committee went into Executive Session at 2:49 PM and came out of Executive Session at 3:45 PM.*

**Employee Evaluation Oversight Ad Hoc Committee  
September 28, 2021**

- a. **Clerk to Council Candidates[Executive Session]** – This item was taken up in Executive Session.
  - b. **County Administrator Evaluation[Executive Session]** – This item was taken up in Executive Session.
  - c. **Other Items** – Ms. Newton stated she wanted to start documenting the hiring process in the committee. She noted it would be a way to establish the best practices, but Council will still have the opportunity to proceed as they would like.
5. **Pending Actions** – None.
  6. **ADJOURNMENT** – The meeting adjourned at approximately 4:00 PM.