

RULES & APPOINTMENTS COMMITTEE

AGENDA

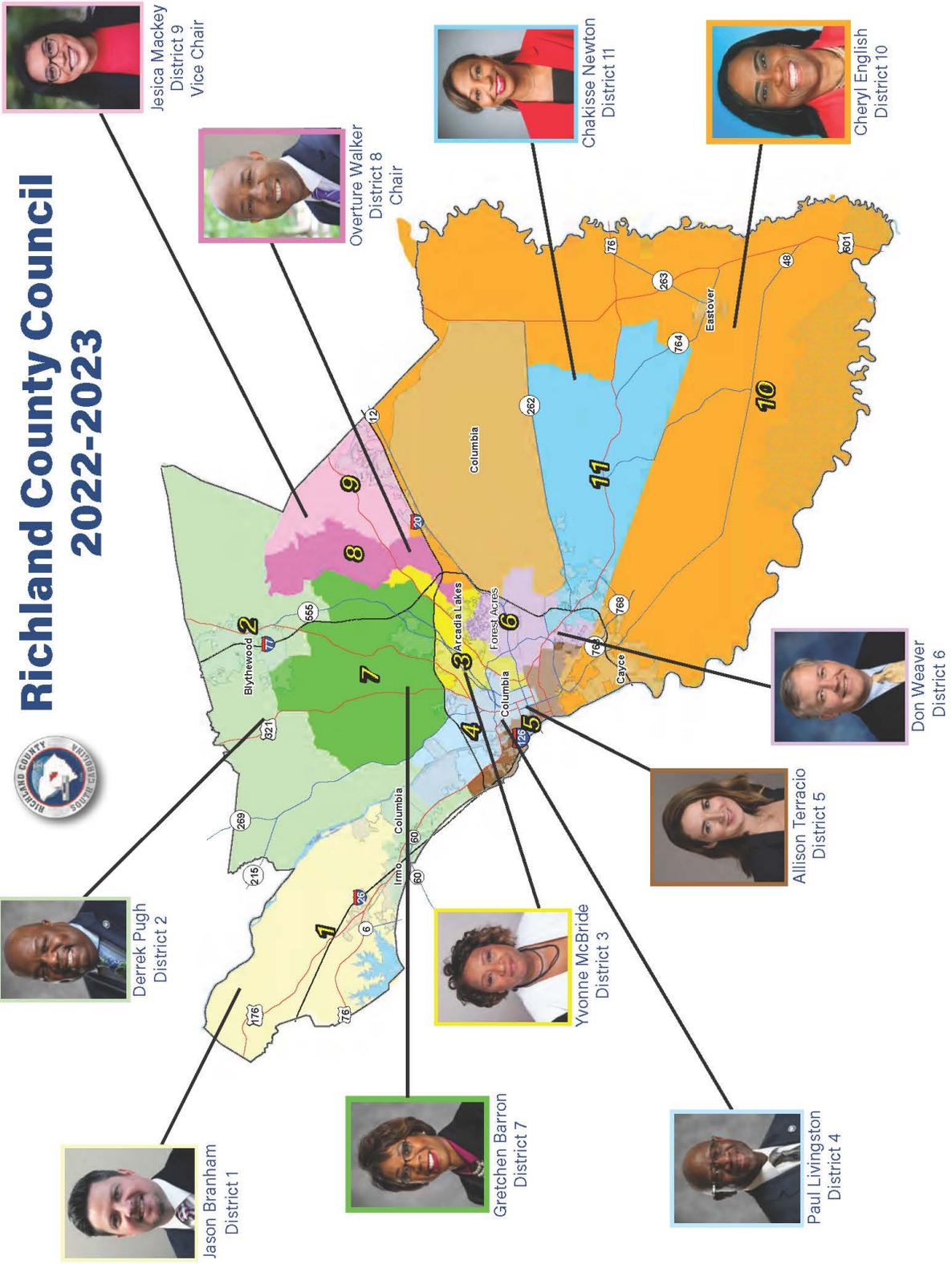


TUESDAY MAY 2, 2023

3:00 PM

COUNCIL CHAMBERS

Richland County Council 2022-2023





**Richland County
Rules & Appointments Committee**

AGENDA

May 2, 2023 - 3:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

The Honorable Jason Branham	The Honorable Allison Terracio	The Honorable Gretchen Barron, Chair
County Council District 1	County Council District 5	County Council District 7

1. **CALL TO ORDER** The Honorable Gretchen Barron

2. **APPROVAL OF MINUTES** The Honorable Gretchen Barron
 - a. April 18, 2023 [\[PAGES 7-9\]](#)

3. **ADOPTION OF AGENDA** The Honorable Gretchen Barron

4. **INTERVIEWS** The Honorable Gretchen Barron
 - a. Accommodations Tax Committee – Six (6) Vacancies
(ONE applicant must have a background in the lodging industry, THREE applicants must have a background in the hospitality industry, ONE applicant must have a cultural background and ONE applicant will fill an At-large seat)
 1. April Shawn Morgan
 2. Jasmine Farrior

 - b. Building Codes Board of Appeals – Nine (9) Vacancies
(ONE applicant must be from the Architecture Industry, ONE from the Gas Industry, ONE from the Building Industry, ONE from the Contracting Industry, ONE applicant must be from the Plumbing Industry, ONE applicant must be from the Electrical Industry, ONE applicant must be from the Engineering Industry and TWO from Fire Industry as alternates)
 1. Jesse Burke

 - c. Midlands Workforce Development Board – Six (6) Vacancies
(Three [3] applicants must be from the Private Sector; One [1] applicant must represent Career & Technical Education; One [1] applicant represent Adult Education; and One [1] applicant must represent the SC Department of Employment & Workforce)

1. Eileen Kershaw
2. Stephany Reid-McKnight (Applicant also applied for the Community Relations Council)
3. Danielle Diaz
4. Fabian Edward Zalewa (*SC Dept. of Employment & Workforce Representative)
5. Bobby Cunningham (*Incumbent - Adult Education)
6. Michael Ray (*Incumbent - Private Sector)
7. David Prigge ("Incumbent - Career & Technical Education)
8. Harry Plexico (*Incumbent - Private Sector)
9. Sue Taylor
10. Destiny Douglas

5. APPOINTMENTS

The Honorable Gretchen Barron

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- c.** Midlands Workforce Development Board – Six (6) Vacancies (Three [3] applicants must be from the Private Sector; One [1] applicant must represent Career & Technical Education; One [1] applicant represent Adult Education; and One [1] applicant must represent the SC Department of Employment & Workforce)

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9. Sue Taylor
10. Destiny Douglas

6. ITEMS FOR INFORMATION

- a. Boards, Commissions and Committees Advertisement Schedule **[PAGE 10]**
- b. Applications Currently on File **[PAGES 11-12]**
***Highlighted applicants have applied for more than one board, commission or committee.*

7. ADJOURNMENT

The Honorable Gretchen Barron



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



Richland County Council
Rules and Appointment Committee
MINUTES
April 18, 2023 – 3:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Gretchen Barron, Chair, and Allison Terracio

NOT PRESENT: Jason Branham

OTHERS PRESENT: Don Weaver, Kyle Holsclaw, Ashiya Myers, Leonardo Brown, Patrick Wright, Michelle Onley, Anette Kirylo, Dale Welch, Abhijit Deshpande, Chelsea Bennett, and Angela Weathersby, Tammy Beagan.

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 3:00 PM.
Ms. Barron stated that due to health issues, Mr. Branham would not be attending the meeting today.
2. **APPROVAL OF MINUTES**
 - a. **March 21, 2023** – Ms. Terracio moved to approve the minutes as distributed, seconded by Ms. Barron.
In Favor: Terracio and Barron
Not Present: Branham
The vote in favor was unanimous.
3. **ADOPTION OF THE AGENDA** – Ms. Terracio moved to adopt the agenda as published, seconded by Ms. Barron.
In Favor: Terracio and Barron
Not Present: Branham
The vote in favor was unanimous.
4. **ITEMS FOR DISCUSSION/ACTION**
 - a. **Midlands Workforce Development Board Terms of Service** – Ms. Barron noted the Midlands Workforce Development Board is unique. You have to have individuals from specific fields serve on the board. Last year, the Rules Committee discussed having different term lengths to ensure we do not have all of the individuals coming off at the same time. The committee requested the Clerk's Office to contact the board for guidance.

Ms. Tammy Beagan, Midlands Workforce Development Board – Interim Director, stated they are a federally mandated board; therefore, they are governed by the SC Department of Labor and SC Department of Employment and Workforce, which operates the State level unit. The attachment included in the agenda packet is an instruction letter from the SC Department of Employment and Workforce outlining how they wished to have the seats appointed. She noted the board covers Lexington, Fairfield, and Richland counties. While all seats are required, they must also have representatives across the three counties. When they first got the legislation, they looked at the seats and tried to make some distinguishing factors. Fairfield is a fairly rural county, so they tried to be judicious in the kinds of seats

Rules and Appointments Committee
April 18, 2023

they would be able to fill. The seats are also proportionately distributed by the amount of funds received and the county's population. There are also three (3) seats the State has mandated where the partner organization appoints them, and their county of residence cannot be considered. The current SC Department of Employment and Workforce representative lives in Richland County. The Department of Vocational Rehabilitation and the Commission for the Blind representatives typically reside in Lexington County. She noted that the private sector appointments are the most flexible, but they are looking for people with decision-making authority in their company. The ideal candidate would be able to advise them on how to design and implement employment and training programs since that is what the board does. In the other seats, they are seeking stakeholders to help advise them on policies and strategies.

Ms. Barron noted on p. 14 there is a proposed term of service recommendation. She inquired if the Midlands Workforce Development Board submitted the proposed terms of service.

Ms. Anette Kirylo, Clerk to Council, responded the Clerk's Office worked with Ms. Beagan to propose terms that would work best for the board. She noted they did request that the three core organizations' terms be for the length of the appointee's employment.

Ms. Beagan stated, for example, the SC Department of Employment and Workforce has an area manager that oversees the work centers for the three counties, so that is their designee. The person in that position could change at any given time, which is the case with the individual appointed in February. She noted that the Adult Education appointee tends to stay in place for a reasonably long period, and there are only a few individuals to choose from.

Ms. Barron stated for clarification, the Economic Development, SC Employment and Workforce Development, and Adult Education appointees would flow through the committee for appointment, but there would be no term limits for those appointees.

Ms. Beagan responded that is the recommendation.

Ms. Barron indicated the other terms would be as follows: Private Sector (3 – five-year terms; 2 – three-year terms); Apprentice (2 – five-year terms); Education (MTC – five-year term; Career and Technical Education or Youth Education – three-year term). She noted her only concern with the recommendation is the committee potentially having to appoint all the five-year terms at the same time. She noted we want to avoid a board being vacated. She would like to see the terms staggered more (i.e., three, four, and five-year terms).

Mr. Patrick Wright, County Attorney, suggested the initial appointment be for a different term. Once the first term has concluded, you could set a five-year term.

Ms. Barron inquired if the board would take ownership of that or would the County.

Mr. Wright responded the only difference would be the first appointment so that the terms would be staggered.

Ms. Terracio stated we could appoint someone new to the board every other year.

Ms. Kirylo stated there are five appointees for the private sector; of those five, three will serve five years, and two will serve three years. Therefore, the terms will be staggered.

Ms. Barron stated several appointments are five-year terms. Her concern is if the three in the private sector, the two in apprentice, and the one from Midlands Tech are all appointed in the same year, we would have fifteen people no longer on the board and need to be replaced. She inquired if it would be to our advantage to look at the currently seated individuals and assign terms to them and the new individuals.

POINT OF PERSONAL PRIVILEGE – Ms. Barron noted for the first time in three years, we are not conducting interviews.

Mr. Wright responded to ensure that you have the staggered terms; you can do that with the individuals currently serving and those appointed in the future.

Ms. Terracio stated she is surprised there has not been more of a natural staggering.

Ms. Barron indicated she believes part of that is because we were so backlogged with interviews. She noted that we might want to look at doing this for a couple other boards.

Mr. Wright stated that if someone were to resign, you could appoint someone to fill their vacancy, creating a continuous staggering.

Ms. Terracio moved to forward to Council the proposed terms of service for the Midlands Workforce Development Board, seconded by Ms. Barron.

Ms. Barron inquired if we need to be specific about assigning the terms of those already appointed and those being appointed in the future.

Mr. Wright responded if you want to implement the staggered terms, you would need to delineate how the terms will be staggered.

Ms. Barron indicated we would need supporting documents to accompany the motion.

Mr. Wright replied you would need something to show the initial terms for the current and future appointees.

Ms. Terracio amended her motion as follows: to forward to Council the proposed terms of service, with the addition of creating an initial term of three years for a five-year term and one year for a three-year term to create staggered expiring terms, seconded by Ms. Barron.

In Favor: Terracio and Barron

Not Present: Branham

The vote in favor was unanimous.

- b. Request all Boards, Committees, and Commissions whose members are appointed by Richland County Council to re-evaluate the number of members they need to serve on that particular entity in order to address their need for a reduction or an increase of members to be appointed and serve. [BARRON – January 3, 2023] – Ms. Barron stated the premise behind this motion is that we have been operating and filling the boards based upon past recommendations. When we were cleaning up the board descriptions, we realized there were some boards we no longer needed. In addition, we discovered some of these boards are extremely large or small. The recommendation is that the boards, commissions, and committees not governed by ordinance or State statute look at their makeup and determine if they need an increase or decrease in the number of members. She does not believe this will require a motion but to direct the Clerk’s Office in communicating with the boards, commissions, and committees to request they reevaluate their membership.

5. ITEMS FOR INFORMATION

- a. Boards, Commissions, and Committee Advertisement Schedule – Ms. Barron noted the current ad would close on April 21st and interviews will begin on May 2nd. She thanked the Clerk’s Office for their work in scheduling the interviews and meetings to fill these vacancies.

Ms. Terracio inquired where constituents would be able to find the ad.

Ms. Kirylo responded the ad is published on the County’s website, in the State newspaper, and on the County’s social media platforms. She noted the Clerk’s Office encourages those individuals interested to go to the County’s website and submit an online application.

- b. Applications Currently on File – Ms. Barron noted the highlighted names have applied for more than one board, commission, or committee. If the individual has previously been interviewed, their name will be added when appointments are made. If Ms. Terracio or Mr. Branham have any questions about an individual previously interviewed, she will gladly share her insight on those applicants.
- c. Quarterly Attendance Reports – Ms. Barron noted we have requested all boards, commissions, and committees to submit quarterly attendance reports. We often appoint individuals who do not attend the meeting, and we want the appointees to be active. We are getting a better response from the boards, commissions, and committees, but we are still not getting all the reports. She again praised the Clerk’s Office for implementing the online reporting system that provides continuity and consistency.

6. ADJOURNMENT – Ms. Terracio moved to adjourn the meeting, seconded by Ms. Barron.

In Favor: Terracio and Barron

Not Present: Branham

The vote in favor was unanimous.

The meeting was adjourned at approximately 3:30 PM.

**BOARDS, COMMISSIONS AND COMMITTEE
VACANCY AND APPLICATION DEADLINE SCHEDULE**

SUBMIT VACANCY LISTING TO RULES COMMITTEE	PUBLICATION OF AD (Estimate)	APPLICATION SUBMITTAL DEADLINE
June 6, 2023	June 16, 2023	July 14, 2023
September 12, 2023	September 22, 2023	October 20, 2023
December 5, 2023	December 15, 2023	January 12, 2024

APPLICATIONS ON FILE

April 24, 2023

Board/Committee/Commission	Name	Municipality	District	Application Received	Interviewed	Notes
Accommodations Tax Committee	April Shawn Morgan	Unincorporated	9	4/18/2023	5/2/2023	
Accommodations Tax Committee	Jasmine Farrior	Unincorporated	9	4/20/2023	5/2/2023	
Airport Commission	Charles Flowers	Columbia	6	3/24/2023		
Airport Commission	John Washington	Unincorporated	6	3/24/2023		
Airport Commission	Brianna Barrineau	Columbia	5	4/4/2023		
Airport Commission	Edward Frazier	Columbia	6	4/20/2023		
Airport Commission	George Johnson	Unincorporated	8	4/21/2023		
Airport Commission	John Stringfellow	Columbia	10	4/21/2023		
Airport Commission	Kendrick Gilliam	Unincorporated	11	4/22/2023		
Board of Zoning Appeals	Annette Nelson	Unincorporated	10	3/27/2023		
Board of Zoning Appeals	S. Blakely Copeland Cahoon	Unincorporated	2	4/4/2023		
Board of Zoning Appeals	Alexander McDaniel	Unincorporated	7	4/6/2023		
Board of Zoning Appeals	Craig Teller	Unincorporated	9	4/7/2023		
Board of Zoning Appeals	Mandy Lautzenheiser	Columbia	5	4/21/2023		
Building Codes Board of Adjustments	Jesse Burke (Engineer)	Columbia	5	3/28/2023	5/2/2023	
Community Relations Council	Sheila Harris	Unincorporated	2	3/9/2023		
Community Relations Council	Bryant White	Unincorporated	2	3/23/2023		
Community Relations Council	T. Todd Simon	Unincorporated	2	3/23/2023		
Community Relations Council	Cor'Deija Horne	Unincorporated	2	3/24/2023		
Community Relations Council	Porsha' Gatewood	Unincorporated	9	3/24/2023		
Community Relations Council	Chequita Jones	Unincorporated	11	3/30/2023		
Community Relations Council	S. Blakely Copeland Cahoon	Unincorporated	2	4/4/2023		
Community Relations Council	Carlotta Stackhouse	Columbia	4	4/6/2023		
Community Relations Council	Sean Samon	Unincorporated	8	4/8/2023		
Community Relations Council	Christopher Clay	Unincorporated	8	4/10/2023		
Community Relations Council	Mark Talbert	Unincorporated	11	4/11/2023		
Community Relations Council	Donna Mack	Unincorporated	7	4/21/2023		

APPLICATIONS ON FILE

April 24, 2023

Community Relations Council	Stefany Reid-McKnight	Columbia	9	4/21/2023	5/2/2023
Employee Grievance Committee	Deborah Moore	Unincorporated	9	3/2/2023	
Employee Grievance Committee	Antonia Manigault	Unincorporated	9	4/3/2023	
Internal Audit Committee	Vernell Butler	Unincorporated	8	2/17/2022	
Midlands Workforce Development	Danielle Diaz	Unincorporated	9	6/25/2022	5/2/2023
Midlands Workforce Development	Bobby Cunningham	Unincorporated	9	10/21/2022	5/2/2023
Midlands Workforce Development	Michael Ray	Unincorporated	9	11/11/2022	5/2/2023
Midlands Workforce Development	Eileen Kershaw	Unincorporated	3	3/24/2023	5/2/2023
Midlands Workforce Development	Sue Taylor	Forest Acres	6	3/24/2023	5/2/2023
Midlands Workforce Development	Fabian Edward Zalewa	Unincorporated	2	3/27/2023	5/2/2023
Midlands Workforce Development	David Prigge	Unincorporated	7	3/27/2023	5/2/2023
Midlands Workforce Development	Harry Plexico	Unincorporated	1	4/4/2023	5/2/2023
Midlands Workforce Development	Destiny Douglas	Unincorporated	9	4/7/2023	5/2/2023
Midlands Workforce Development	Lisa Brownlee	Unincorporated	1	4/17/2023	
Midlands Workforce Development	Stefany Reid-McKnight	Columbia	9	4/21/2023	5/2/2023
Planning Commission	Matthew Mursewick	Columbia	5	2/13/2023	
Planning Commission	Christopher Yonke	Unincorporated	11	3/7/2023	
Planning Commission	Lashawnte McCray-Sarvis	Unincorporated	8	3/19/2023	
Richland Library Board of Trustees	Valerie Byrd Fort	Unincorporated	1	11/3/2022	
Richland Memorial Hospital Board	Algeron Williams, Sr.	Unincorporated	7	12/6/2022	
Transportation Penny Advisory Committee	Sheila Harris	Unincorporated	2	3/9/2023	
Transportation Penny Advisory Committee	Judith Holliday	Columbia	11	4/19/2023	