

RULES & APPOINTMENTS COMMITTEE

AGENDA



TUESDAY SEPTEMBER 12, 2023

3:00 PM

COUNCIL CHAMBERS

Richland County Council 2023



Deirek Pugh
District 2



Jason Branham
District 1



Gretchen Barron
District 7



Yvonne McBride
District 3



Allison Terracio
District 5



Paul Livingston
District 4



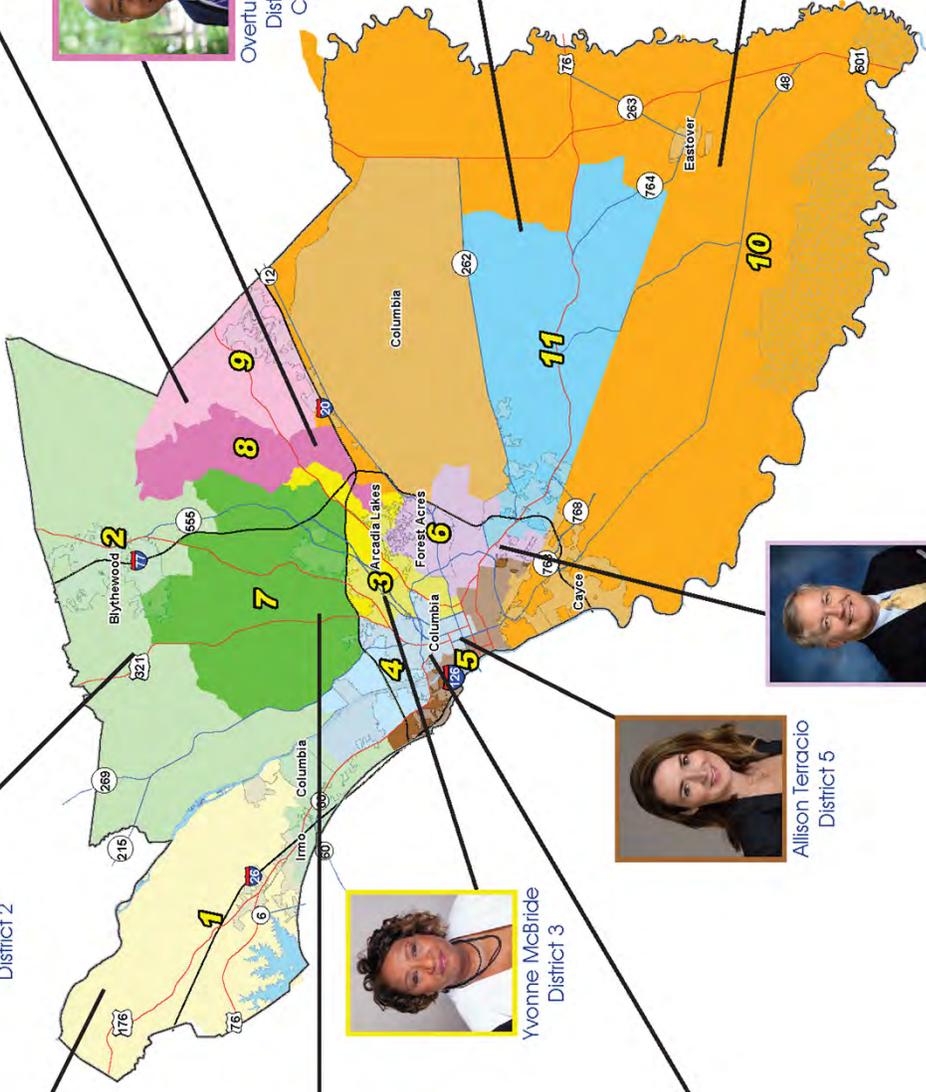
Overture Walker
District 8
Chair



Chakisse Newton
District 11



Cheryl English
District 10



Don Weaver
District 6



**Richland County
Rules & Appointments Committee**

AGENDA

September 12, 2023 - 3:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

The Honorable Jason Branham County Council District 1	The Honorable Allison Terracio County Council District 5	The Honorable Gretchen Barron, Chair County Council District 7
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- 1. **CALL TO ORDER** The Honorable Gretchen Barron

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

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

- 4. **INTERVIEWS** The Honorable Gretchen Barron
 - a. Richland Library - Four (4) Vacancies
 - 1. Valerie Byrd Fort
 - 2. Brenda Branic (*Incumbent)
 - 3. Nitiki Satterwhite
 - 4. David Campbell
 - 5. Scott Lindenberg
 - 6. Lisa Hammond
 - 7. Robert Mathews
 - 8. Tyson Brown (Applicant also applied for Midlands Workforce Development Board)

 - b. Midlands Workforce Development Board - Two (2) Vacancies (One applicant must be from the Private Sector and one applicant must represent the Labor Industry)
 - 1. Debra Stripling
 - 2. Kevin McNerney
 - 3. Tyson Brown (Applicant also applied for Richland Library)

5. APPOINTMENTS

The Honorable Gretchen Barron

- a. Richland Library - Four (4) Vacancies
 - 1. Valerie Byrd Fort
 - 2. Brenda Branich (*Incumbent)
 - 3. Nitiki Satterwhite
 - 4. David Campbell
 - 5. Scott Lindenberg
 - 6. Lisa Hammond
 - 7. Robert Mathews
 - 8. Tyson Brown (Applicant also applied for Midlands Workforce Development Board)

- b. Midlands Workforce Development Board - Two (2) Vacancies (One applicant must be from the Private Sector and one applicant must represent the Labor Industry)
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 - 3. Tyson Brown (Applicant also applied for the Richland Library)

6. NOTIFICATION OF VACANCIES [PAGES 10-11]

The Honorable Gretchen Barron

- a. 1. Accommodations Tax Committee – Four (4) Vacancies (ONE applicant must have a background in the lodging industry, TWO applicants must have a background in the hospitality industry, and ONE applicant must have a cultural background)
- 2. Airport Commission – One (1) Vacancy
- 3. Board of Zoning Appeals – One (1) Vacancy

4. Building Codes Board of Appeals – Eight (8) Vacancies (ONE applicant must be from the Architecture Industry, ONE applicant must be from the Gas Industry, ONE applicant must be from the Building Industry, ONE applicant must be from the Contracting Industry, ONE applicant must be from the Plumbing Industry, ONE applicant must be from the Electrical Industry, and TWO applicants must be from Fire Industry as alternates)
5. Business Service Center Appeals Board – Three (3) Vacancies (ONE applicant must be from the Business Industry and TWO applicants must be CPAs)
6. Central Midlands Council of Governments – Two (2) Vacancies
7. Central Midlands Regional Transit Authority – One (1) Vacancy
8. East Richland Public Service District – One (1) Vacancy
9. Hospitality Tax Committee – Three (3) Vacancies (TWO applicants must be from the Restaurant Industry)
10. Midlands Workforce Development Board – Two (2) Vacancies (ONE applicant must be from the Private Sector and ONE applicant must be from the Labor Industry)
11. Planning Commission – Two (2) Vacancies
12. Richland Library Board – Four (4) Vacancies
13. Richland Memorial Hospital Board – Five (5) Vacancies
14. Transportation Penny Advisory Committee (TPAC) – Four (4) Vacancies

7. ITEMS FOR INFORMATION

The Honorable Gretchen Barron

- a. Boards, Commissions, and Committee Advertisement Schedule [\[PAGE 12\]](#)
- b. Applications Currently on File [\[PAGES 13-14\]](#)

8. 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
July 18, 2023 – 3:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

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

OTHERS PRESENT: Kyle Holsclaw, Michelle Onley, Anette Kirylo, Lori Thomas, Dale Welch, Leonardo Brown, Patrick Wright, Aric Jensen, Chelsea Bennett, Venyke Harley, Allyce Bailey, and Angela Weathersby

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 3:00 PM.
2. **APPROVAL OF MINUTES**
 - a. June 6, 2023 – Mr. Branham moved to approve the minutes as distributed, seconded by Ms. Barron.
In Favor: Branham, Terracio, and Barron
The vote in favor was unanimous.
3. **ADOPTION OF THE AGENDA** – Ms. Anette Kirylo, Clerk to Council, noted that Mark Taylor and Stephanie Cameron withdrew their applications.
Mr. Wright stated he needed to provide information during Executive Session to the committee regarding the Employee Grievance Committee.
Ms. Terracio moved to adopt the agenda as amended, seconded by Mr. Branham.
In Favor: Branham, Terracio, and Barron
The vote in favor was unanimous.
4. **INTERVIEWS** – Ms. Barron acknowledged that the Rules and Appointments Committee had previously appointed several individuals to the Employee Grievance Committee. We are back to appoint additional committee members, as we need alternates.
Mr. Branham moved to go into Executive Session to conduct interviews for the Employee Grievance Committee, seconded by Ms. Terracio.
In Favor: Branham, Terracio, and Barron
The vote in favor was unanimous.

***The Committee went into Executive Session at approximately 3:07 PM
and came out at approximately 4:15 PM***

Ms. Terracio moved to come out of Executive Session, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

Ms. Barron indicated no action was taken in Executive Session. She pointed out the committee conducted these interviews based on the need to diversify the Employee Grievance Committee to ensure we have representation from different departments.

The following people were interviewed:

- a. Employee Grievance Committee – Six (6) Vacancies (Two (2) Member Vacancies and Four (4) Alternates) – Mr. Ernest Starling, Mr. Kevin Bland, Ms. Kenneth Kinney, Ms. Dawn Green, Ms. Clarissa Dickerson, Ms. Sharon Long, Mr. Shep Headley, Mr. Alexander Burton, Ms. Tameka Barczak, Ms. Julia Anderson, and Ms. Keisha Bell were interviewed for the Employee Grievance Committee.

5. APPOINTMENTS

- a. Employee Grievance Committee – Six (6) Vacancies (Two (2) Member Vacancies and Four (4) Alternates

Mr. Branham recommended the following applicants be considered for the six vacancies: Mr. Kevin Bland, Ms. Clarissa Dickerson, Mr. Shep Headley, Ms. Tameka Barczak, and Ms. Keisha Bell.

Ms. Terracio also recommended considering Mr. Kenneth Kinney.

Ms. Terracio moved to appoint Ms. Clarissa Dickerson as a member, seconded by Mr. Branham.

Ms. Barron noted Ms. Dickerson was one of her top three choices, but due to the grievances pending, she would prefer appointing someone else to the “member” vacancy.

Ms. Terracio withdrew her motion.

Mr. Branham moved to appoint Mr. Kevin Bland and Mr. Shep Headley to the Employee Grievance Committee, seconded by Ms. Terracio.

In Favor: Branham, Terracio, and Barron.

The vote in favor was unanimous.

Mr. Branham moved to appoint Mr. Kenneth Kinney, Ms. Clarissa Dickerson, Ms. Tameka Barczak, and Ms. Keisha Bell, seconded by Ms. Terracio.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

Ms. Barron shared that the Employee Handbook states the Employee Grievance Committee needs five (5) members to be present for a quorum. However, by law, only four (4) members need to be present. Administration will be sending revisions to the Employee Handbook to Council.

6. ITEMS FOR INFORMATION

- a. Boards, Commissions, and Committee Advertisement Schedule – No action was taken.
- b. Applications Currently on File – No action was taken.

7. **ADJOURNMENT** – Ms. Terracio moved to adjourn the meeting, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

The meeting was adjourned at approximately 4:29 PM.



**Richland County Council
Boards, Commissions and Committees Vacancies**

Richland County Council will accept applications through October 20, 2023 at 5:00 pm for Service on the following Boards, Commissions or Committees:

1. Accommodations Tax Committee – Four (4) Vacancies (**ONE** applicant must have a background in the lodging industry, **TWO** applicants must have a background in the hospitality industry, and **ONE** applicant must have a cultural background)
2. Airport Commission – One (1) Vacancy
3. Board of Zoning Appeals – One (1) Vacancy
4. Building Codes Board of Appeals – Eight (8) Vacancies (**ONE** applicant must be from the Architecture Industry, **ONE** applicant must be from the Gas Industry, **ONE** applicant must be from the Building Industry, **ONE** applicant must be from the Contracting Industry, **ONE** applicant must be from the Plumbing Industry, **ONE** applicant must be from the Electrical Industry, and **TWO** applicants must be from Fire Industry as alternates)
5. Business Service Center Appeals Board – Three (3) Vacancies (**ONE** applicant must be from the Business Industry and **TWO** applicants must be CPAs)
6. Central Midlands Council of Governments – Two (2) Vacancies
7. Central Midlands Regional Transit Authority – One (1) Vacancy
8. East Richland Public Service District – One (1) Vacancy
9. Hospitality Tax Committee – Three (3) Vacancies (**TWO** applicants must be from the Restaurant Industry)
10. Midlands Workforce Development Board – Two (2) Vacancies (**ONE** applicant must be from the Private Sector and **ONE** applicant must be from the Labor Industry)
11. Planning Commission – Two (2) Vacancies
12. Richland Library Board – Four (4) Vacancies
13. Richland Memorial Hospital Board – Five (5) Vacancies
14. Transportation Penny Advisory Committee (TPAC) – Four (4) Vacancies

The Rules and Appointments committee will tentatively start the interview process in September 2023 with recommendations for appointments following thereafter.

Please visit www.richlandcountysc.gov to submit an online application for the board, commission or committee you are interested in serving on. Please note the dates and times that particular board, commission or committee meets to ensure your availability to attend those meetings prior to submitting your application. Once you have submitted the application and resume, the Clerk of Council's Office will contact you to schedule a brief interview with the Rules and Appointments Committee. Interviews take place on Tuesdays afternoon.

You are **strongly encouraged to speak with your Council District Representative** and to visit www.richlandcountysc.gov to learn more about the board, commission or committee you are

interested in serving on prior to applying. If you need additional information, please contact the Richland County Clerk to Council Office at (803) 576-2060 or by e-mail at rccoco@richlandcountysc.gov.

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

SUBMIT VACANCY LISTING TO RULES COMMITTEE	PUBLICATION OF AD (Estimate)	APPLICATION SUBMITTAL DEADLINE
September 12, 2023	September 22, 2023	October 20, 2023
December 5, 2023	December 15, 2023	January 12, 2024
March 5, 2024	March 15, 2024	April 23, 2024
June 4, 2024	June 14, 2024	July 12, 2024

APPLICATIONS ON FILE
September 6, 2023

Board/Committee/Commission	Name	Municipality	District	Application Received	Interviewed	Notes
Airport Commission	Robert Luke	Unincorporated	9	5/22/2023		**Currently No Vacancies
Airport Commission	Tyson Grinstead	Columbia	6	5/31/2023		**Currently No Vacancies
Airport Commission	Sally McCants	Columbia	5	7/7/2023		**Currently No Vacancies
Board of Zoning Appeals	Charles Disharoon	Unincorporated	9	5/16/2023		9/19/2023
Board of Zoning Appeals	Dallas Massey	Unincorporated	4	5/31/2023		9/19/2023
Board of Zoning Appeals	DeAnta Reese	Unincorporated	10	6/14/2023		9/19/2023
Board of Zoning Appeals	Troy Green	Unincorporated	10	7/26/2023		
Board of Zoning Appeals	Alexander Alderan	Unincorporated	7	8/23/2023		
Central Midlands Council of Governments	Thomas Murphy	Unincorporated	2	6/2/2023		
Central Midlands Council of Governments	Kimberley Brown	Unincorporated	8	7/14/2023		
Central Midlands Council of Governments	Mark Duffy	Unincorporated	1	7/14/2023		
Community Relations Council	Rachel Jeanean Petoskey	Columbia	5	6/28/2023		**Currently No Vacancies
Community Relations Council	Lorrie Floyd-Goodson	Unincorporated	11	8/6/2023		**Currently No Vacancies
Historic Columbia	Cearra Harris	Columbia	10	7/12/2023		**Currently No Vacancies
Midlands Workforce Development Board	Debra Stripling	Irmo	2	5/26/2023		9/12/2023
Midlands Workforce Development Board	Kevin McNerney	Columbia	5	7/14/2023		9/12/2023
Midlands Workforce Development Board	Tyson Brown	Unincorporated	9	7/14/2023		9/12/2023
Planning Commission	Matthew Mursewick	Columbia	5	2/13/2023		9/19/2023
Planning Commission	Christopher Yonke	Unincorporated	11	3/7/2023		9/19/2023
Planning Commission	Lashawnte McCray-Sarvis	Unincorporated	8	3/19/2023		9/19/2023
Planning Commission	Alexandria Brown	Eastover	10	7/5/2023		9/19/2023
Planning Commission	Algeron Williams	Unincorporated	7	7/11/2023		9/19/2023
Planning Commission	Mark Duffy	Unincorporated	1	7/14/2023		9/19/2023
Richland Library Board of Trustees	Valerie Byrd Fort	Unincorporated	1	11/3/2022		9/12/2023
Richland Library Board of Trustees	Brenda Branic	Unincorporated	8	7/3/2023		9/12/2023

**Highlighted Applicants have multiple applications on file.

APPLICATIONS ON FILE

September 6, 2023

Richland Library Board of Trustees	Nitiki Satterwhite	Unincorporated	3	7/6/2023	9/12/2023
Richland Library Board of Trustees	David Campbell	Columbia	6	7/7/2023	9/12/2023
Richland Library Board of Trustees	Paige Whalen	Columbia	6	7/7/2023	9/12/2023
Richland Library Board of Trustees	Cearra Harris	Columbia	10	7/12/2023	Withdraw
Richland Library Board of Trustees	Scott Lindenberg	Columbia	5	7/12/2023	9/12/2023
Richland Library Board of Trustees	Linda Hammond	Unincorporated	6	7/14/2023	9/12/2023
Richland Library Board of Trustees	Robert Mathews	Columbia	5	7/14/2023	9/12/2023
Richland Library Board of Trustees	Tyson Brown	Unincorporated	9	7/14/2023	9/12/2023
Richland Library Board of Trustees	Todd Beasley	Unincorporated	10	8/24/2023	
Richland Memorial Hospital Board	Algeron Williams, Sr.	Unincorporated	7	12/6/2022	**Currently No Vacancies
Transportation Penny Advisory Committee	Ashton Williams	Unincorporated	9	7/7/2023	

**Highlighted Applicants have multiple applications on file.