

RULES & APPOINTMENTS COMMITTEE

AGENDA



TUESDAY DECEMBER 5, 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



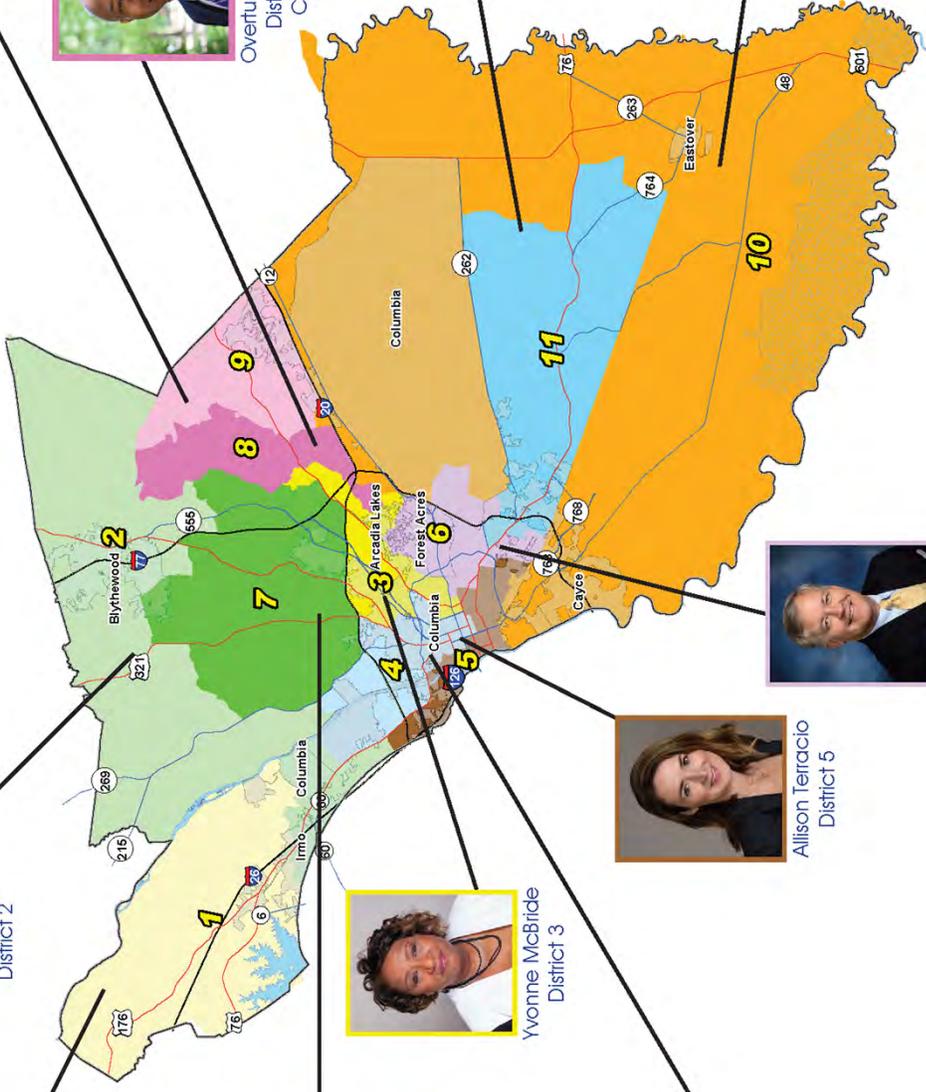
Paul Livingston
District 4



Allison Terracio
District 5



Don Weaver
District 6



Overture Walker
District 8
Chair



Chakisse Newton
District 11



Cheryl English
District 10



**Richland County
Rules & Appointments Committee**

AGENDA

December 5, 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. November 14, 2023 [\[PAGES 6-8\]](#)

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

4. **INTERVIEW AND APPOINTMENT**
 - a. Richland County First Steps Partnership Board: Richland Library Appointment
 1. Lee Patterson

5. **NOTIFICATION OF VACANCIES** [\[PAGES 9-16\]](#)
 - a. a. 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)

 - b. Board of Zoning Appeals - One (1) Vacancy

 - c. 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)

d. Business Service Center - Three (3) Vacancies (ONE applicant must be from the Business Industry and TWO applicants must be CPAs)

e. Central Midlands Regional Transit Authority - One (1) Vacancy

f. Hospitality Tax Committee - Three (3) Vacancies (TWO applicants must be from the Restaurant Industry)

g. Lexington Richland Alcohol and Drug Abuse Council (LRADAC) - Two (2) Vacancies

h. Richland Memorial Hospital Board - Four (4) Vacancies

6. ITEMS FOR DISCUSSION / ACTION

The Honorable Gretchen Barron

a. Richland County First Steps Partnership Board Description
[\[PAGE 17\]](#)

b. I move that Council establishes written guidelines regarding the number of proclamations and acknowledgement resolutions that can be presented at County Council meetings [WEAVER and TERRACIO]

7. ITEMS FOR INFORMATION

The Honorable Gretchen Barron

a. Boards, Commissions, and Committee Advertisement Schedule [\[PAGE 18\]](#)

b. Applications Currently on File [\[PAGES 19-20\]](#)

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
November 14, 2023 – 3:30 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

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

OTHERS PRESENT: Derrek Pugh, Don Weaver, Michelle Onley, Anette Kirylo, Angela Weathersby, Wayne Thornley, Stacey Hamm, Tamar Black, Jennifer Wladischkin, and Ashiya Myers

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 3:00 PM.

2. **APPROVAL OF MINUTES**

a. November 7, 2023 – Ms. Terracio moved to approve the minutes as distributed, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

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: Branham, Terracio, and Barron

The vote in favor was unanimous.

4. **ITEMS FOR DISCUSSION/ACTION**

a. Midlands Workforce Development Board – One (1) Vacancy (The applicant must represent the Labor Industry) – Ms. Barron noted there was a request made by the Midlands Workforce Development Board to make an additional appointment. The Committee requested the County Attorney to discuss the request with the Midlands Workforce Development Board and their staff to ensure this was in line with State and Federal guidelines. There have been some changes, and the Committee can appoint an additional person. She noted we will have to update the board's description. The matter before the Committee is whether to appoint the applicant who interviewed in September or re-advertise for the vacancy.

The Clerk to Council, Anette Kirylo, stated the applicant would have to meet the criteria for the position; therefore, we cannot re-advertise for the position.

Ms. Barron stated for clarification, this is one of those positions that comes with a recommendation.

Ms. Terracio moved to appoint Ms. Debra Stripling, seconded by Ms. Barron.

Mr. Branham inquired where we got the applicant's name and recommendation.

Ms. Kirylo responded the vacancy was advertised during the last notice of vacancies advertisement. The Clerk's Office received three applications. One of the applicants was appointed to the Private Sector position, and the other was appointed to the Richland County Library Board. The recommendation to appoint Ms. Stripling to the Labor position came from the Midlands Workforce Development staff.

Mr. Branham inquired if the application came from the general public advertising.

Ms. Kirylo stated that historically, the Rules and Appointments Committee sets the advertisement for all boards and committees with a vacancy, even if they come with a recommendation. Anyone can apply for the vacancy, but certain positions must meet specific criteria (i.e., Adult Education, Labor).

Ms. Terracio inquired about Ms. Stripling's qualifications for the position.

Ms. Kirylo responded Ms. Stripling would meet the labor representative criteria.

Ms. Barron noted this board has certain groups we have to appoint. In this case, it is labor. Other members must come from particular agencies; those positions are "appointed" by the Midlands Workforce Development Board. Those "appointments" come to the Committee as an applicant. This does not apply to this vacancy, and she is not opposed to re-advertising.

Mr. Branham indicated we are referencing State Instruction 14-03, Change 1, from the Department of South Carolina Department of Employment and Workforce. This State agency is issuing this policy to elected officials in local workforce development areas. This committee plays a role in making recommendations to Council. Under the section entitled "Board Composition," there are two references to labor organizations: (B)(i): "shall include representatives of labor organizations who have been nominated by local labor federations; (B)(ii): shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such program exists in the area, such representative of an apprenticeship program in the area, if such a program exists.

Ms. Barron stated the Midlands Workforce Development Board originally had 12 members. She noted we do not want to rush the appointment as this is an organization that we will need in the coming months as we look to strengthen our workforce development and prepare for Scout Motors. The question before the committee is whether we want to appoint Ms. Stripling or re-advertise and include Ms. Stripling and then make an appointment.

Ms. Terracio indicated it is her general practice to have a choice, so there is another person we can weigh out the qualifications of the candidates.

Ms. Barron inquired if there were additional applications on file for the board.

Ms. Kirylo responded there were no additional applicants.

Ms. Terracio withdrew her motion.

Ms. Terracio moved to re-advertise for the vacancy, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

- b. I move that Council establishes written guidelines regarding the number of proclamations and acknowledgement resolutions that can be presented at County Council meetings [WEAVER and TERRACIO] – Mr. Weaver stated his concern, after speaking with staff, is the number of resolutions and proclamations keep growing. It was a shock to him that there are no rules regarding this; therefore, he felt the committee could develop rules related to this matter. His suggestions were:

- A maximum number of resolutions/proclamations (i.e., three);
- Request information from the Association of Counties as to best practices;
- Minimum notice to Council members when a resolution or proclamation is requested;
- Time limit for speakers;
- If the maximum number of resolutions/proclamations is reached, the others would roll to the next Council meeting.

Ms. Terracio noted there was a time when we did not do a photograph or allow the recipients to speak. The process has evolved, and we have tried to streamline it.

Mr. Branham stated there is value in the proclamations and resolutions. We like having the opportunity to recognize individuals and organizations. He suggested only reading the first and last paragraphs of the document. In addition, he would like to know that at least one Council member felt strongly enough about it that they wanted it to be on the agenda.

Ms. Barron agrees with Mr. Branham that it is great to be able to highlight the work and success of the citizens of Richland County. She believes we need some guidelines but does not know if she supports limiting the number of resolutions and proclamations.

Ms. Barron moved to direct the Clerk's Office to research SCAC's best practices and bring it back to the committee, seconded by Ms. Terracio.

Mr. Pugh stated he understands wanting to have guidelines, but we do not want to give citizens the impression that we do not have time for them.

Mr. Branham noted that not every proclamation is presented at a Council meeting.

Mr. Pugh stated Council members could also coordinate with PIO to visit the recipients at their organizations.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

5. **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 4:03 PM.



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

Richland County Council will accept applications through January 12, 2024 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. 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)
3. Board of Zoning Appeals – One (1) Vacancy
4. Business Service Center Appeals Board – Three (3) Vacancies (**ONE** applicant must be from the Business Industry and **TWO** applicants must be CPAs)
5. Central Midlands Regional Transit Authority – One (1) Vacancy
6. Hospitality Tax Committee – Three (3) Vacancies (**TWO** applicants must be from the Restaurant Industry)
7. Lexington Richland Alcohol and Drug Abuse Council – Two (2) Vacancies
8. Richland Memorial Hospital Board – Four (4) Vacancies

The Rules and Appointments committee will tentatively start the interview process in February 2024 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.

ACCOMMODATIONS TAX ADVISORY COMMITTEE

Purpose(s)/Service(s): The committee was created by the Richland County Council on January 22, 1985, according to State law, to make recommendations and provide advisory assistance to the County Council on the expenditure of revenue generated from the Accommodations Tax as required by Article 6, Title 12, Chapter 35 South Carolina Code of Laws.

The Committee consists of **SEVEN (7)** members appointed for **TWO (2)** year terms. The majority of the members are from the Hospitality Industry. **At least TWO (2)** members must be from the Lodging Industry and **ONE (1)** member must represent the cultural organizations. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year of non-service.

The committee meets twice during normal working hours in March/April at 2020 Hampton Street. The date(s) to be determined based on membership availability. The first meeting may last up to **SIX (6)** hours. The second may last up to **TWO (2)** hours. The members are expected to review applications over a 4-week period, which can take approximately **FIFTEEN (15)** hours. The total time commitment may be up to **TWENTY-THREE (23)** hours.

BOARD OF ZONING AND APPEALS

Purpose(s)/Service(s): The Board guides development in accordance with existing and future needs, the Comprehensive Plan, with reasonable consideration of the characters of each, and its peculiar suitability for particular uses.

Council appoints **SEVEN (7)** members for **THREE (3)** year terms. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year on non-service.

Meetings are held on the 1st Wednesday of each month at 3:00 PM in Council Chambers located at 2020 Hampton Street, and last approximately 2 ½ hours.

Preferred Qualities:

- Ability to listen and communicate;
- Be fair and open-minded;
- Analytical;
- Prepared; and
- Consistent with policies of the Land Development Code

BUILDING CODES BOARD OF APPEAL

Purpose(s)/Service(s): Richland County Ordinance, Section 6-75 establishes a Board of Appeals that meets the requirements of the most prescriptive adopted building codes mandated by the South Carolina Building Code Council, thus facilitates all matters/areas of building code appeals that may come before them. Appeals to decisions made by the building official are referred to the Board by the Building Official. The Board shall hear and decide appeals of orders, decisions, or determinations made by the Building or Fire Official relative to the application and interpretation of the various codes adopted. After a hearing, the interpretation may be modified and/or reversed. The Board shall have no authority to waive the requirements of any currently adopted code dealing with existing or proposed structures within Richland County.

The Board consists of **SEVEN (7)** members appointed by Council. **ONE (1)** member must come from each of the following industries: Architecture, Engineering, Contracting, Building, Electrical, Plumbing and Gas. In addition, **TWO (2)** alternate members must come from the Fire Industry. The Board shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction, and are not employees of the jurisdiction. The members serve **THREE (3)** year terms. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year of non-service.

The Board shall meet within **TEN (10)** days after notice of an appeal is received from the Building or Fire Official. Meetings are usually scheduled on the 2nd Thursday of the month at 1:30 PM.

Required Experience:

- Registered design professional who is a registered architect; or a builder or superintendent of building construction with not less than 10 years' experience, 5 years of which shall have been responsible/in charge of work.
- Registered design professional with structural engineering or architectural experience.
- Registered design professional with mechanical and plumbing engineering experience; or a mechanical and plumbing contractor without less than 10 years' experience, 5 years of which shall have been responsible/in charge of work.
- Registered design professional with electrical engineering experience; or an electrical contractor with not less than 10 years' experience, 5 years of which shall have been responsible/in charge of work.
- Registered design professional with fire protection engineering experience; or a fire protection contractor with not less than 10 years' experience, 5 years of which shall have been responsible/in charge of work

****All professionals must be registered in the State of South Carolina.**

BUSINESS SERVICE CENTER APPEALS BOARD

Purpose(s)/Service(s): The Richland County Business Service Center Appeals Board shall serve as the appeals function expounded in the Richland County Code of Ordinances, Chapter 16, Article I. The Board will hear appeals resulting from any person aggrieved by a final assessment, charge backs from an audit, or a denial of a business license by the License Official. In that capacity and as a finder of fact, the Appeals Board shall have the following responsibilities:

- Adopting procedures relating to the execution of the Appeal Board's function;
- Receiving written appeals from businesses;
- Holding meetings to receive testimony by the business, the Business Service Center official, and any other official approved by the Appeals Board;
- Reviewing and analyzing the information presented in the testimonies provided;
- Making a factual conclusion as to the issue in question based on the review and analysis; and
- Writing a formal determination regarding the decision made as to the issue in question.

The Board consists of **FIVE (5)** members. The Board traditionally is comprised of no more than **THREE (3)** and no less than **TWO (2)** Certified Public Accountants, no more than **TWO (2)** and no less than **ONE (1)** member of the SC Bar Association, and no more than **TWO (2)** and no less than **ONE (1)** business person. The members serve **FOUR (4)** year terms. A member may be reappointed for a consecutive second term. After this second term, a member may be reappointed for a third term, but only after **TWO (2)** years have elapsed from the last day of the last term served.

A business person is defined as a local business owner, or someone who is part of the executive leadership team of a larger corporation like a CEO (Chief Executive Officer), CFO (Chief Financial Officer), or COO (Chief Operating Officer) that is physically located inside unincorporated Richland County. An ideal candidate, would be someone who is familiar with business licensing and what that process entails.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY (RTA) BOARD

Purpose(s)/Service(s): The primary purpose of the Board of Directors is to promote transportation opportunities for all citizens within Richland County and a limited service area in Lexington County.

Richland County has **THREE (3)** representatives to the Board: **TWO (2)** elected officials and **ONE (1)** citizen. Each representative will serve a **THREE (3)** year term. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year on non-service.

Board meetings are held the 4th Wednesday of each month at 3613 Lucius Road at 12:00 PM and last approximately 2 hours.

Preferred Experience:

- Knowledge of transportation; finance services/management; governance, audit and/or operational risk assessment and management; grant and/or contract administration; communications/public relations; and legal.
- Be able to devote, on average, 5-10 hours per month to attend Board meetings, standing committee meetings, and to review agenda materials;

- Bring a broad range of knowledge and depth of experience from their chosen business or profession, as well as an understanding of the principles and values of the COMET and the communities it serves;
- Possess a fundamental understanding of their role and responsibility to the Board. The members' primary responsibility is to act at all times in the best interests of the COMET, the Board, staff and serviced communities;
- Possess integrity, be willing to articulate his/her views frankly, be able to work productively with others, and have the ability and willingness to commit the time and effort required;
- Represent the interest of their appointing body while endeavoring to achieve regional consensus;
- Fiduciary responsibility to vote for the best interests of the region and not those of their appointing body;
- Able to work cooperatively in a multi-jurisdictional setting;
- Able to attend Board and standing committee meetings consistently;
- Responsible for informing their respective jurisdictions of key issues, facilitating communication between those entities and the COMET, and helping build consensus;
- Participate in the COMET Leadership Academy;
- Provide value and expertise on improving transportation and mobility within the region.
- A core knowledge of the transportation sector, and the concepts, principles and values of the COMET;
- Ability to act without a real or perceived conflict of interest that could reasonably be perceived to conflict with the individual's responsibility to act in the best interests of the Board;
- Stature in the individual's chosen business or profession, or community involvement;
- Willingness to ask probing questions and challenge management within the appropriate governance context;
- Ability to operate "as a team" at the Board level and "speak with one voice" once a full discussion has been undertaken and a decision has been made by the Board;
- Ability to review and examine budgets to ensure projected expenses and income are realistically comprehensive and assess the implications of financial and audit reports;
- Ability to bring a perspective of external business, social and regional issues to the deliberations of the Board;
- Ability to use tact, discretion and sound independent judgment;
- Ability to communicate effectively, both orally and in writing;
- High ethical standards;
- Willingness to adhere to protocols and policies regarding staff and personnel operations and communications;
- A commitment to continuous learning to maintain a knowledge of potential changes and trends facing the future of the COMET and transportation industry, best practices and policies (via webinars, local, regional and national conferences);
- An understanding of governance and the fiduciary duties and responsibilities of both a Board of Directors as well as of individual members (in particular – a comfort level with the principles of the by-laws under which the Board operates); and
- Ability to provide leadership, strategic direction and oversight.

Board Member Mission and Commitment:

- Willingness to make a real contribution to the COMET and the communities it serves;
- Commitment to the COMET strategic objectives, vision, mission and values;
- Willingness to participate in COMET related activities including utilizing the transportation services provided by the COMET, such as occasionally riding the bus;

- Willingness to act in the best interests of the COMET and the communities it serves independently of any particular interest arising as a result of any previous, existing or future relationship with the COMET staff, Board of Directors, or the suppliers; and
- Willingness to stay informed, available, and engaged as well as to attend meetings and represent the Board or its interests in the public.

HOSPITALITY TAX COMMITTEE

Purpose(s)/Service(s): The Committee shall review applications of those entities who are seeking funding from the County Promotions portion of the Hospitality Tax funds. The Committee will then make recommendations to County Council for the allocation and distribution of such funds.

The Committee shall consist of **FIVE (5)** members appointed for **TWO (2)** year terms, or until a successor is appointed. All members must be citizens residing in the County. At least **TWO (2)** members must represent the Restaurant Industry. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year of non-service.

The Committee meets twice during normal working hours in March/April at 2020 Hampton Street. The date(s) to be determined, based on membership availability. The first meeting may last up to **SIX (6)** hours. The second may last up to **TWO (2)** hours. The members are expected to review applications over a 4-week period, which can take approximately **TWENTY-FIVE (25)** hours. The total time commitment may be up to **THIRTY-THREE (33)** hours.

Preferred Attributes: Members of the committee must be interested citizens residing in the County.

LEXINGTON/RICHLAND ALCOHOL AND DRUG ABUSE COUNCIL

Purpose(s)/Service(s): The Council was established pursuant to Ordinance Nos. 439-77HR and 669-80HR. LRADAC provides alcohol and drug abuse services to Lexington and Richland Counties. The services include a **SIXTEEN (16)** bed detoxification center, outpatient services, including therapy to individuals, family members, and people interested in helping someone with a problem. It also offers education and prevention services to community groups, individuals and schools.

Richland County Council appoints **SIX (6)** members, and the Lexington County Council appoints **SIX (6)** members for **THREE (3), THREE (3)** year terms. A person who has served **THREE (3)** consecutive terms on the board is ineligible for re-appointment for an additional term unless a period of at least **TWO (2)** years has lapsed since the expiration of the person's last term. Each board member shall serve until his/her successor is elected and qualified. All terms begin January 1st and ends on December 31st.

Meetings are held the 2nd Thursday of every month; however, there are no meetings in January and July. Meetings take place at 2711 Colonial Drive, Columbia at 12 Noon and last for approximately an hour.

The board membership shall consist of a diverse mix of individuals including age, gender, race, background expertise, a balance of those who are and are not in substance misuse recovery, and have a passion for LRADAC's service and mission.

Preferred Qualities:

- Motivation to serve LRADAC and sincere interest in the services provided by the organization.
- Commitment to the mission of the organization, which is to create and support pathways for prevention and recovery from substance misuse for individuals, families and communities.
- Eagerness to participate in Board meetings and committees, while being supportive and willing to express their own opinion.
- A vision, but is flexible to the possibilities of change.
- Sensitive to the communities in which the organization serves.
- Highly regarded and respected by others. Influential member of the organization and/or community.
- Able to strengthen the organization because of the expertise they bring to the business and/or professional background.
- An expert specific to the organization's field, donor committed to the cause, or community leader able to attract support.
- Informed, available and engaged; willing to attend meetings and represent the organization or its interests at community events and donor circles; willing to help bring in necessary resources.
- Conscientious steward who is as interested in the business of developing the organization and monitoring its health as they are in promoting its programs.



PLANNING COMMISSION

Purpose(s)/Service(s): The Commission was established pursuant to 14-355, 1971 Code of Laws and Section 2-326 of the County Code. The Planning Commission plans programs for the physical, social, and economic growth, development and redevelopment of the unincorporated areas of Richland County.

The Commission shall consist of not less than **FIVE (5)** or more than **NINE (9)** members for a term of **FOUR (4)** years. Any person who is appointed to the commission after September 1, 2006 must reside in Richland County. In appointing members to the commission, Council shall give due consideration as to whether applicants live in an unincorporated or incorporated area of the County. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year of non-service.

Meetings are held the 1st Monday of the month in Council Chambers located at 2020 Hampton Street at 3:00 PM and last approximately 2-2 ½ hours.

Preferred Qualities:

- Ability to listen;
- Knowledge/understanding of issues facing the community;
- Open-minded;
- Ability to communicate;
- Analytical;
- Understanding of Planning, Land Use and Land Development;
- Ability to be consistent with policies/plans adopted by Council



RICHLAND MEMORIAL HOSPITAL BOARD OF TRUSTEES
(PRISMA HEALTH)

Purpose(s)/Service(s): The Board was established pursuant to Act 830 of 1971, Act 1485 of 1974, Act 430 of 1975, and Sections 2-326/2-328 of the County Code.

The Board consists of FOURTEEN (14) members appointed by County Council for FOUR (4) year terms, renewable for a 2nd term of FOUR (4) years, and after an interval of at least ONE (1) year, for a 3rd and last term of FOUR (4) years, provided; however, an initial appointment for the unexpired portion of any term shall not count as an appointment for a full term. Additionally, the Chief and Vice Chief of Prisma Health Richland Hospital Campus Executive Committee of the Medical and Dental Staff serve ex-officio as full voting members of the Board during their term of office.

The Board has quarterly business meetings (March, June, September and December) that typically last 3 hours, and quarterly Board education sessions (February, April, August and October) lasting approximately 2 hours. The meetings are held at 9 Medical Park – Suite 200A at 3:00 PM.

RICHLAND COUNTY FIRST STEPS PARTNERSHIP BOARD

Purpose(s)/Service(s): The Richland County First Steps Partnership Board was established pursuant to Section 59-152-60 of the Code of Laws of South Carolina. First Steps initiative is to develop, promote, and assist efforts of agencies, private providers, and public and private organizations and entities, at the state level and the community level, to collaborate and cooperate in order to focus and intensify services, assure the most efficient use of all available resources, and eliminate duplication of efforts to serve the needs of young children and their families. The Board shall ensure that collaborations, the existence and continued development of partnerships, and the sharing and maximizing of resources occur so that the funding of grants and services, may continue.

The Board must be comprised of individuals with resources, skills, knowledge, and interest in improving the readiness of young children for school.

- The legislative delegation shall appoint six members to the Partnership Board;
- No more than four members may be elected to sit on the Partnership Board;
- The Department of Social Services, Department of Health and Environmental Control, and Head Start or early Head Start shall recommend one member to the legislative delegation for appointment by the delegation to serve as a member of the local First Steps Partnership Board;
- The County Public Library staff within the First Steps Partnership coverage area shall recommend one employee of the system for appointment by its County Council to serve as a member of the partnership, and the Council either shall make the appointment or reject and ask the library staff to make another recommendation;
- Each public school district board located within the First Steps Partnership coverage area shall appoint one of its employees to serve as a member of the local First Steps Partnership;
- The legislative delegation may by resolution delegate some or all of its appointments to county council;
- Members who miss more than three consecutive meetings without excuse are considered terminated from membership and a vacancy is created;
- When a vacancy occurs, the vacancy, the vacancy timely must be filled with a person from the same category and in the same manner of election or appointment as the vacated member
- The terms of the member of the local First Steps Partnership Board are for four year; however, excluding all appointed members, membership on the board may not exceed eight consecutive years. Elected members may not serve in a holdover capacity after their term ends.

The First Steps Partnership Board meets at 2:30 PM at 1800 St. Julian Place, Suite 406, unless otherwise noted. Meetings are open to the public. A meeting agenda will be posted online and at 1800 St. Julian Place, Suite 406, Columbia, SC 29204, 24 hours prior to the scheduled meeting.

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

SUBMIT VACANCY LISTING TO RULES COMMITTEE	PUBLICATION OF AD (Estimate)	APPLICATION SUBMITTAL DEADLINE
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 27, 2023

Board/Committee/Commission	Name	Municipality	District	Application Received	Interviewed	Notes
Airport Commission						
Airport Commission	Robert Luke	Unincorporated	9	5/22/2023		
Airport Commission	Tyson Grinstead	Columbia	6	5/31/2023		
Airport Commission	Sally McCants	Columbia	5	7/7/2023		
Airport Commission	Cynthia Giles	Columbia	1	9/27/2023		
Airport Commission	Kendrick Scott	Unincorporated	10	10/17/2023		
Board of Zoning Appeals - 0						
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						
Central Midlands Council of Governments	Jeffrey Hunter	Columbia	11	10/12/2023		
Central Midlands Regional Transit Authority - 1 (Term Expires: 11/23)						
Central Midlands Regional Transit Authority	Jeffrey Hunter	Columbia	11	10/12/2023		
Community Relations Council - 0						
Community Relations Council	Rachel Jeanne Petoskey	Columbia	5	6/28/2023		**Currently No Vacancies
Community Relations Council	Lorrie Floyd-Goodson	Unincorporated	11	8/6/2023		**Currently No Vacancies
Community Relations Council	Jeffrey Hunter	Columbia	11	10/12/2023		**Currently No Vacancies
Historic Columbia - 0						
Historic Columbia	Cearra Harris	Columbia	10	7/12/2023		**Currently No Vacancies
Lexington Richland Alcohol and Drug Abuse Council - 0						
Lexington Richland Alcohol and Drug Abuse Council	Jeffrey Hunter	Columbia	11	10/12/2023		
Lexington Richland Alcohol and Drug Abuse Council	Harold C. Ward	Columbia	6	11/15/2023		
Planning Commission - 0						
Planning Commission	Lakesha McKelvey	Unincorporated	11	10/7/2023		
Planning Commission	Tyler Roberts	Unincorporated	2	10/8/2023		
Planning Commission	Neil Devaney	Unincorporated	1	10/20/2023		
Planning Commission	Brittany Sumter	Unincorporated	10	10/31/2023		
Richland Library Board of Trustees - 0						
Richland Library Board of Trustees	Todd Beasley	Unincorporated	10	8/24/2023		**Currently No Vacancies
Richland Memorial Hospital Board - 4 (Term Expires: 12/23)						
Richland Memorial Hospital Board	Lochlan Wooten	Columbia	6	11/15/2023		

**Highlighted Applicants have multiple applications on file.

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Richland Memorial Hospital Board	Fred Stover	Unincorporated	9	11/27/2023
Transportation Penny Advisory Committee				
Transportation Penny Advisory Committee	Jeffrey Hunter	Columbia	11	10/12/2023
Transportation Penny Advisory Committee	Melody Spivey	Unincorporated	9	11/2/2023
Transportation Penny Advisory Committee	Scott Hicks	Unincorporated	1	11/7/2023

**Highlighted Applicants have multiple applications on file.