

RICHLAND COUNTY
RULES & APPOINTMENTS
COMMITTEE AGENDA



Tuesday, DECEMBER 07, 2021

4:00 PM

COUNCIL CHAMBERS

The Honorable Bill Malinowski, Chair

County Council District 1

The Honorable Gretchen Barron

County Council District 7

The Honorable Jesica Mackey

County Council District 9

RICHLAND COUNTY COUNCIL 2021



Bill Malinowski
District 1
2018-2022



Derrek Pugh
District 2
2020-2024



Yvonne McBride
District 3
2020-2024



Paul Livingston
District 4
2018-2022



Allison Terracio
District 5
2018-2022



Joe Walker III
District 6
2018-2022



Gretchen Barron
District 7
2020-2024



Overture Walker
District 8
2020-2024



Jessica Mackey
District 9
2020-2024



Cheryl English
District 10
2020-2024



Chakisse Newton
District 11
2018-2022





Richland County Rules & Appointments Committee

December 07, 2021 - 4:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

1. **CALL TO ORDER** The Honorable Bill Malinowski

2. **APPROVAL OF MINUTES** The Honorable Bill Malinowski
 - a. November 16, 2021 [PAGES 6-8]

3. **ADOPTION OF AGENDA** The Honorable Bill Malinowski

4. **INTERVIEWS**
 - a. Richland Memorial Hospital Board of Trustees - 2
 1. Algeron Williams [PAGES 9-13]
 2. Sheila Harris [PAGES 14-18]
 3. Caroline Keith [PAGES 19-22]
 4. Candance Pattman [PAGES 23-27]

5. **ADJOURNMENT** The Honorable Bill Malinowski



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 Appointments Committee
November 16, 2021 – 4:00 PM
Zoom Meeting

COMMITTEE MEMBERS PRESENT: Bill Malinowski, Chair, Gretchen Barron, Jessica Mackey

OTHERS PRESENT: Allison Terracio, Michelle Onley, Tamar Black, Angela Weathersby, Kyle Holsclaw, Justin Landy, Leonardo Brown, Patrick Wright, Lori Thomas, Ashiya Myers, Randy Pruitt, Stacey Hamm, Dwight Hanna, Steven Gaither and Dale Welch

1. **CALL TO ORDER** – Mr. Malinowski called the meeting to order at approximately 4:00 PM.
2. **APPROVAL OF MINUTES** – Ms. Barron moved, seconded by Ms. Mackey, to approve the minutes as distributed.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Ms. Barron moved, seconded by Ms. Mackey, to adopt the agenda as distributed.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

4. **ITEMS FOR ACTION**

- a. **Boards, Committees and Commissions Recruitment**

1. Direct the Rules Committee to determine which Richland County Boards, Committees and Commissions should have as a qualification that the person applying must reside in the unincorporated area of Richland County only. There are some of these positions where other municipalities appoint individual and if a person applying for one of those positions resides in that municipality then they should make application through them [Malinowski – October 6, 2020] – Ms. Barron stated she was not in favor of the seven that were presented at the previous meeting. She reiterated her previous statements regarding citizens that live in the City of Columbia, but have a business in Richland County should still have the opportunity to serve on any board, they would just have two opportunities to apply.

Mr. Malinowski stated it is like giving people “two bites of the apple” being that they could be

**Rules and Appointments Committee
November 16, 2021**

-1-

appointed to two hospitality tax committees and vote to have them both committees spend taxes on the same item.

Ms. Mackey stated it was the responsibility of the committee to vet. She noted if someone was already serving on the City's Hospitality Committee the County should not select them. She stated it was part of the committee application process to decide who makes the best candidate.

Ms. Terracio stated some of her constituents have the benefit of having a City Councilmember, two at-large members, herself, a State House member, and a State Senator, and they should have a say in the business of the County.

Ms. Barron noted the Community Relations Council members could be appointed by the County, the City, CRC or the Chamber of Commerce. She stated, if CRC or the Chamber wanted to appoint someone from Richland County they could do so. While the City and County seats require residency in their respective municipalities. She noted, if the City seats were filled, the applicant should still have a chance to apply with the County.

Mr. Malinowski stated the CRC rule states that Richland County appoints 10 of the 30. The City and the Chamber of Commerce appoint the remaining 20. If the County appoints two (2) from the City, the City would have 22 of the 30. He does not believe that is fair.

Ms. Mackey moved, seconded by Ms. Barron, to recommend all boards, commissions and committees remain "as is" and not change the process.

In Favor: Barron and Mackey

Opposed: Malinowski

The vote was in favor.

2. Based on the fact the Planning Commission makes decisions that affect unincorporated Richland County only, members assigned must reside in unincorporated Richland County [Malinowski – September 21, 2021] – Ms. Mackey moved, seconded by Ms. Barron, to continue appointing to the Planning Commission as stated in the current ordinance.

In Favor: Barron and Mackey

Opposed: Malinowski

The vote was in favor.

- b. **Boards, Commission and Committee Descriptions** – Ms. Mackey inquired if the descriptions were shared with all the Boards, Commissions and Committees leaders to confirm the information was correct.

Ms. Onley responded she had only shared it with the committee members.

Ms. Mackey stated she would like the leaders to see their descriptions prior to Council approval. She inquired when the next round of advertisements were as she would like the updated descriptions to be available by then.

**Rules and Appointments Committee
November 16, 2021**

Ms. Onley responded the next advertisement would be in February, and she would like to have Council approval prior to the vacancies going to committee.

Mr. Malinowski moved, seconded by Ms. Mackey, to keep this item in committee to allow the Clerk's Office to reach out to the boards, commission, and committee to ensure complete and accurate information is provided. The leaders' responses should be received by January 3rd, so it can be formatted and disseminated to Council for additional input. Council's input should be received by January 24th. The updated descriptions will be taken up by the committee and full Council at the February 8, 2022 meetings.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

5. **ADJOURNMENT** – The meeting adjourned at approximately 4:16 PM.

Applicant Information

First Name*

ALGERON

Last Name*

WILLIAMS

Home Address* Apt

381 Garvey
Circle

City*

Columbia

State*

SC

Zip*

29203

** Please enter a physical address. No PO Boxes. **

Work Address* Suite

5941 Two Notch
Rd.

City*

Columbia

State*

SC

Zip*

29203

Number* Type*

(803)477-
4700

Mobil
e

Secondary Phone Type

Email Address*

algerronw@gmail.com

Sex*

Male Female

Age Group

18 - 25 26 - 50 Over 50

Background

Education Level*

Some College

Professional Background

Licensed Mortgage Loan Branch Manager
Ordained Minister & Pastor of the Zion Chapel Baptist Church &
New Dimension Baptist Church

Service Information

Presently serve on any County Committee, Board or Commission? *

Yes No

Name of Committee, Board or

Commission in which interested: *
Richland Memorial Hospital Board of
Trustees (14)

Reason for interest: *

As a lifelong citizen of Richland county and pastor I have great concern for the health and well being of members of our community. I have a passion to serve and a desire to further contribute to the county I love and have been a part of all my life.

Your characteristics/qualifications, which would be an asset to

Committee, Board or Commission: *

My business insight and my closeness to the citizens of this community through my pastoral work.

Any additional information you wish to share:

Recommended by a Council Member? *

Yes No

Council Member name(s):

Cheryl English

Hours willing to commit each month:

Open

Conflict of Interest Policy

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete. Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

*

Yes No

Statement of Financial or Personal Interest

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

*

Yes No

If so, describe:

Resume (1)

Resume

[CCC - Resume - 11/9/2021 - Richland Memorial Hospital Board of Trustees \(14\) -](#)

Signature

I understand that checking this box and entering my name constitutes a legal signature*

First Name * **Last Name ***

Algeron Williams

Submit

Algeron Williams Sr.

Objective

My objective is to offer my experience, passion and concern for the citizen of Richland County.

Experience

2021, April – Present **Columbia, South Carolina**
Loan Officer Team Lead **Silverton Mortgage Company.**
Gathers, analyze and processes necessary documentation from applicant(s), credit bureaus, employers, and various creditors to verify financial information and credit standing. Backlog meeting with builder, real estate agents.
Process all phases of residential/government mortgage loans.
Conforming and Non-Conforming Mortgage Loans.
Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
Management and oversight of telemarketing department.
Experience in encompass origination software trained.
Experienced in DU/LP underwriting systems.
Review credit and income for loan qualification.
Worked as Loan Originator for local builders, realtor new construction.
Presentation to builders, realtor's, and contractors.

2018, February – April 2021 **Charlotte, North Carolina**
Loan Officer Team Lead **Guaranteed Rate Affinity Inc.**
Gathers, analyze and processes necessary documentation from applicant(s), credit bureaus, employers, and various creditors to verify financial information and credit standing. Backlog meeting with builder, real estate agents.
Process all phases of residential/government mortgage loans.
Conforming and Non-Conforming Mortgage Loans.
Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
Management and oversight of telemarketing department.
Experience in encompass origination software trained.
Experienced in DU/LP underwriting systems.
Review credit and income for loan qualification.
Worked as Loan Originator for local builders, realtor new construction.
Presentation to builders, realtors and contractors

2018, April – February 2019 **Columbia, South Carolina**
Branch Manager **Acre Mortgage & Financial Services Inc.**
Originate and processing of mortgage loans.
Backlog meeting with builder, real estate agents.
Process all phases of residential/government mortgage loans.
Conforming and Non-Conforming Mortgage Loans.
Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
Management and oversight of telemarketing department.
Calyx Loan Origination Software trained.
Experienced in DU/LP underwriting systems.
Review credit and income for loan qualification.
Worked as Loan Originator for local builders, realtor new construction.
Presentation to builders, realtors and contractors

2017, November – April 2018 **Columbia, South Carolina**

Sales Manager**Loan Depot LLC.**

Originate and process mortgage loans.
 Execute captive rate goals set by upper management.
 Communicate with builder manager and sales team trends and updates.
 Process all phases of residential/government mortgage loans.
 Conforming and Non-Conforming Mortgage Loans.
 Providing second level underwriting reviews for MLO.
 Hire, train and recruit new loan officers.
 Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
 Management and oversight of marketing and strategy growth plans.
 Encompass Loan Origination Software trained.
 Experienced in DU/LP underwriting systems.
 Review credit and income for loan qualification.
 Assign MLO to subdivision and oversee sales meetings with agents.

2015, April – Sept. 2017**West Columbia, South Carolina****Branch Manager****DHI Mortgage a DR Horton Company**

Oversight entire Mortgage Branch Operation.
 Manage and oversee Mortgage Loan Officer.
 Manage P&L and branch financials.
 Manage sales and branch operations report.
 Execute captive rate goals set by upper management.
 Communicate with builder manager and sales team trends and updates.
 Process all phases of residential/government mortgage loans.
 Conforming and Non-Conforming Mortgage Loans.
 Providing second level underwriting reviews for MLO.
 Hire, train and recruit new loan officers.
 Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
 Management and oversight of marketing and strategy growth plans.
 Empower/Encompass Loan Origination Software trained.
 Experienced in DU/LP underwriting systems.
 Review credit and income for loan qualification.
 Assign MLO to subdivision and oversee sales meetings with agents.
 Presentation to builders, realtors and contractors.

2008, September – April 2015**Columbia, SC****Branch Manager Loan Simple Inc. Loan Simple Inc. aka Ascent Home Loan**

Oversight entire Mortgage Branch Operation.
 Hire and train MLO.
 Process all phases of residential/government mortgage loans.
 Conforming and Non-Conforming Mortgage Loans.
 Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
 Management and oversight of telemarketing department.
 Calyx Loan Origination Software trained.
 Experienced in DU/LP underwriting systems.
 Review credit and income for loan qualification.
 Worked as Loan Originator for local builders, realtor new construction.
 Presentation to builders, realtors and contractors

2001-2008**Columbia, South Carolina****Sr. Loan Originator Manager/ Sales Manager****Mortgage Lenders Direct**

Process all phases of residential mortgage loans.
 Conforming and Conforming FHA/VA Rural Housing Mortgage Loans.
 Overseeing and Managing 25 plus loan officers.
 Strong computer knowledge in desktop underwriter.
 Problem solving concerning title and escrow matters.
 Hiring and training of new loan officers.
 Review credit and income for loan qualification with credit signing authority.

1997-2001

Sr. Loan Originator Manager

**Columbia South Carolina
Professional Mortgage Brokers**

Manage all office operations.

Personally, originated loans in excess of one million dollars per month.

Implemented training course for new recruits — speeding profitability

Hired and trained all new employees.

Managed all advertisement efforts.

1994-1997

**Columbia, South Carolina
Chase Mortgage Co.**

Branch Sales Manager/Loan Officer

Worked as a processor and loan officer.

Promoted to Sales Manager.

Hire and train all loan officers

1993-1995.

Choice Rental Car Sales Cola. South Carolina

Sales Representative

Sales agent with an average of 15 plus units a month.

1988-1993

Greenlawn Memorial Garden Cola. South Carolina

Sales Manager

Hired and train loan officers

Manage the pre-need and at-need sales department.

Manage advertisement and recruitment of new employees.

Oversight of telemarketing department.

Education

1983-1987

Keenan High School

Cola, South Carolina

Interests

Also serve as the Pastor of Zion Chapel Baptist Church, Columbia, SC.

And the New Dimension Baptist Church of Northeast, Columbia, SC.

Ministry Service, Spending time with family and friends. Mentor to the Benedict College Men's Basketball team.

Reference:

References provided upon request

Applicant Information

First Name *

SHEILA

Last Name *

HARRIS

Home Address *

127 TRADITIONS
CIR

Apt

City *

COLUMBIA

State *

SC

Zip *

29229

**** Please enter a physical address. No PO Boxes. ****

Work Address *

5937 Two Notch
Road

Suite

Suite
C

City *

Columbia, SC 29223

State *

SC

Zip *

29223

Number *

(803)463-
8100

Type *

Mobil
e

Secondary Phone Type

Email Address *

sheilavharris1725@gmail.com

Sex *

Male Female

Age Group

18 - 25 26 - 50 Over 50

Background

Education Level *

Associates

Professional Background

I am federally licensed Residential Lender with 26 years of finance and banking experience.

Service Information

Presently serve on any County Committee, Board or Commission? *

Yes No

Name of Committee, Board or

Commission in which interested: *
Richland Memorial Hospital Board of
Trustees (14)

Reason for interest: *

I have passion to serve the people of Richland county and to ensure they receive the best medical care the county has to offer.

Your characteristics/qualifications, which would be an asset to

Committee, Board or Commission: *

I have 26 years of banking & finance experience and I feel I would be an asset to the Richland Memorial Board of Trustees. Also, I have an outstanding record of service in the Richland County.

Any additional information you wish to share:

Recommended by a Council

Member? *

Yes No

Council Member name(s):

Hours willing to commit each month:

30

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Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

*

Yes No

Statement of Financial or Personal Interest

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

*

Yes No

If so, describe:

Resume (1)

Resume

[CCC - Resume - 11/9/2021 - Richland Memorial Hospital Board of Trustees \(14\) -](#)

Signature

I understand that checking this box and entering my name constitutes a legal signature*

First Name * **Last Name ***

Sheila Harris

Submit

Sheila V. Harris
127 Traditions Circle
Columbia, SC 29223
803-463-8100 Direct Phone
sheilavharris1725@gmail.com

Sheila V. Harris

Objective My objective is to assist Branch Manager on oversight of branch management, business development, recruiting and relationship management with customers and clients. To aid in the process of leading the branch in meeting or exceeding all branch/company goals.

Experience 2019, February – Present **Guarantee Rate Affinity**
Vice President of Lending - Columbia, South Carolina

Originator and manufacture residential mortgage loans.
Develop a relationship with local realtors, branch managers.
Build and develop outside realtor agents and self-sourced leads.
Recruit and provide support to mortgage team and affiliates.
Develop a detailed sales and marketing plan annually.
Processing & Originate FHA/VA, Conventional Mortgage Loans.
Communicate with clients, agents and upper management.
Direct communication with attorney, appraisal, vendors.
Review credit and income for loan qualification.
Monitor process from contract to close of all loans.
Provide training and public presentations for weekly sales meetings.
Provide mortgage info and training to real estate agents.
Partner with Broker-in-Charge and Mortgage Manager team.
Host open houses and other events

January 2005- February 2019 **Elite Property Realtors Inc.**
Assistant Sales Manager - Columbia, South Carolina

Assist the sales agents and broker owner in contract review.
List and sell residential real estate.
Negotiate purchase agreements and contracts with buyers and sellers
Host open houses and other events
Prepare market analysis to help determine property value
Educate clients on basic real estate procedures
Verify and disclose property facts to clients
Assist buyers in mortgage preparations.
Design marketing plans and strategies for sales.
Provide reports and assist in MLS updates.
Worked concurrently with mortgage lending firm.

July 2018 - February 2019 **Acre Mortgage & Financial Services**
Branch Sales Manager - Columbia, South Carolina

- Originator and manufacture residential mortgage loans.
- Develop a relationship with local realtors, branch managers.
- Build and develop outside realtor agents and self-sourced leads.
- Recruit and provide support to mortgage team and affiliates.
- Develop a detailed sales and marketing plan annually.
- Processing & Originate FHA/VA, Conventional Mortgage Loans.
- Communicate with clients, agents and upper management.
- Direct communication with attorney, appraisal, vendors.
- Review credit and income for loan qualification.
- Monitor process from contract to close of all loans.
- Provide training and public presentations for weekly sales meetings.
- Provide mortgage info and training to real estate agents.
- Partner with Broker-in-Charge and Mortgage Manager team.
- Train and provide onboarding of new loan officers.

2014, Sept. – Dec. 2017 **DHI Mortgage a DR Horton Company**
Branch Supervisor – Columbia, South Carolina

- Oversight entire Mortgage Branch Operation.
- Manage and oversee Mortgage Loan Officer.
- Manage sales and branch operations report.
- Execute captive rate goals set by upper management.
- Communicate with builder manager and sales team trends and updates.
- Process all phases of residential/government mortgage loans.
- Conforming and Non-Conforming Mortgage Loans.
- Providing second level underwriting reviews for MLO.
- Train and recruit new loan officers.
- Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
- Management and oversight of marketing and strategy growth plans.
- Empower/Encompass Loan Origination Software trained.
- Experienced in DU/LP underwriting systems.
- Review credit and income for loan qualification.
- Assign MLO to subdivision and oversee sales meetings with agents.

2010, Sept. – April 2014 **First Citizens Bank.**
Closing Coordinator/Processor – Columbia, South Carolina

- Providing second level underwriting reviews for MLO.
- Processing & Originate FHA/VA, Rural Housing Mortgage Loans.
- Management and oversight of marketing and strategy growth plans.
- Encompass Loan Origination Software trained.
- Experienced in DU/LP underwriting systems.
- Review credit and income for loan qualification.
- Performs other duties as assigned.
- Calculates taxes and fees associated with loan purchases and sends alerts.
- Prepare closing documents for attorney's office.

2010, Sept. – April 2014 Mortgage Lenders Direct
Sr. Loan Originator Manager - Columbia, South Carolina

Process all phases of residential mortgage loans.
Conforming and Conforming FHA/VA Rural Housing Mortgage Loans.
Overseeing and Managing 25 plus loan officers.
Strong computer knowledge in desktop underwriter.
Problem solving concerning title and escrow matters.
Hiring and training of new loan officers.
Review credit and income for loan qualification with credit signing authority.

1997 Sept. – September 2010 Professional Mortgage Brokers
Loan Originator Manager - Columbia, SC

Originate and manage mortgage loan process.
Personally, originated loans in excess of one million dollars per month.
Assist Hired and trained all new employees.
Managed all advertisement efforts.

Education

University of South Carolina Cola, South Carolina
Graduate - Associate of Science, in Business Administration
Area of Concentration: Finance & Marketing

Interests

Working in Ministry and community service, Spending time with family as well as working within the real estate and mortgage industry.

Professional

Licensed Mortgage Loan Originator
Licensed Real Estate Agent
South Carolina Notary Public

Reference:

Upon Request

Applicant Information

First Name*

CAROLINE

Last Name*

KEITH

Home Address*

3820 Palmetto
Avenue

Apt

City*

Columbia

State*

SC

Zip*

29203

** Please enter a physical address. No PO Boxes. **

Work Address*

3820 Palmetto
Avenue

Suite

City*

Columbia

State*

SC

Zip*

29203

Number*

(770)317-
6346

Type*

Mobil
e

Secondary Phone Type

Email Address*

caroline.keith@gmail.com

Sex*

Male Female

Age Group

18 - 25 26 - 50 Over 50

Background

Education Level*

Master's

Professional Background

JD 2011. 8 years' experience working for the state health plan on insurance appeals, and for the department of employment and workforce holding unemployment appeal hearings. I currently work remotely for Castle Biosciences as a senior appeal specialist, focusing primarily on Medicare hearings and state complaints for insurance coverage.

Service Information

Presently serve on any County Committee, Board or Commission? *

Yes No

Name of Committee, Board or Commission in which interested: *

Richland Memorial Hospital Board of Trustees (14)

Reason for interest: *

I am passionate about fair access to healthcare, and want to be involved in helping more people have better access.

Your characteristics/qualifications, which would be an asset to

Committee, Board or Commission: *

Experience from both the payer/insurance and the provider perspective on coverage, finances, and barriers to treatment. Experience in hearing and evaluating testimony and evidence, from attorneys, from employers, from medical professionals, and laypeople. I am fair in my decision making, and able to follow and understand procedures, contracts, and laws.

Any additional information you wish to share:

Recommended by a Council

Member? *

Yes No

Council Member name(s):

Hours willing to commit each

month:

~25

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All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete. Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

*

Yes No

Statement of Financial or Personal Interest

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

*

Yes No

If so, describe:*

I work for and own shares in Castle Biosciences, Inc., a molecular diagnostics provider. If the Hospital makes any contracts directly with providers, I could potentially have a conflict.

Resume (1)

Resume

[CCC - Resume - 11/17/2021 - Richland Memorial Hospital Board of Trustees \(14\) -](#)

Signature

I understand that checking this box and entering my name constitutes a legal signature*

First Name* **Last Name***

Caroline Keith

Submit

Caroline E. Keith, JD

3820 Palmetto Avenue • Columbia, SC 29203 • 770.317.6346 • caroline.keith@gmail.com

Selected Work Experience

Castle Biosciences, Inc, Friendswood, TX (remote)

Senior Appeal Specialist

February 2021 to Present

- Drafted briefs to the Office of Medicare Hearings and Appeals, provided testimony at hearings
- Worked to submit and monitor internal and external appeal submissions for coverage of genetic profiling for skin cancer treatment
- Drafted and tailored appeal submissions for specific payer requirements and denial reasons
- Submitted state and employer complaints

South Carolina Department of Employment and Workforce, Columbia, SC

Administrative Hearing Officer (Hearings Officer III)

December 2018 to February 2021

- Held approximately 20 hearings per week to determine a claimant's eligibility for unemployment insurance benefits
- Entered evidence, ruled on objections, and managed witnesses in telephonic hearings
- Issued decisions within 30 days of appeal filing date

PEBA Insurance Benefits, Columbia, SC

Appeals Manager (Program Coordinator I), Legal Department

May 2015 to December 2018

Appeals Coordinator (Program Coordinator I), Legal Department

June 2014 to May 2015

Law Clerk, Legal Department

April 2013 to June 2014

- Subject Matter Expert on State Health Plan medical and pharmacy appeals
- Managed lifecycle for health, eligibility, and disability appeals
- Moderated Appeals Committee meetings
- Trained and supervised law student clerks, created style guides and writing workshops
- Drafted appeal decisions, briefs, and other pleadings for the Administrative Law Court

Education

Charleston School of Law, Charleston, SC

Juris Doctor

May 2011

Honors: Charleston School of Law Merit Scholarship 2008-2011

Activities: *Resolved: Journal of Alternative Dispute Resolution*, Articles Editor; CSOL Ambassadors; Charleston County Bar Association

University of Georgia, Athens, GA

Bachelor of Science: Psychology, Minor in English

May 2008

Honors: HOPE Scholarship, 2004-2008; Psi Chi Psychology Honor Society

Applicant Information

First Name*

CANDACE

Last Name*

PATTMAN

Home Address* Apt16 Staunton
Court**City***

Columbia

State*

SC

Zip*

29229

** Please enter a physical address. No PO Boxes. **

Work Address* Suite

501 Main St

City*

Blythewood

State*

SC

Zip*

29016

Number*(843)731-
6170**Type***Mobil
e**Secondary Phone Type****Email Address***

Candace.Pattman@gmail.com

Sex* Male Female**Age Group** 18 - 25 26 - 50 Over 50

Background

Education Level*

Doctoral

Professional Background

An accomplished professional educator who is student focused and eager to bring twenty-first century designs with a unique combination of educational and virtual experience in digital integration. Several years of experience working with K-12, post-secondary students, and the general public has cultivated my ability to create favorable learning environments for students and teachers. A dynamic and motivated leader who is a team player with a long track record of collaborating to establish and strengthen partnerships with community agencies and educational institutions.

Service Information

Presently serve on any County Committee, Board or Commission? * Yes No**Name of Committee, Board or Commission in which interested: ***

Richland Memorial Hospital Board of Trustees (14)

Reason for interest: *

I believe that there should be diverse voices on each committee that can provide a balanced approach to changes that need to be made for Richland County. I would like to provide that voice and help to implement change to ensure the success of Richland County as we continue to grow.

Your characteristics/qualifications, which would be an asset to**Committee, Board or Commission: ***

- Intentional Inclusionist
- Change Embracer
- High-energy, confident professional enthusiast
- Results-oriented and people-focused.
- Analytical problem-solver.
- Trauma Informed Educator
- Restorative Practitioner
- High-quality communication with diverse populations of students and adults.

Any additional information you wish to share:

Recommended by a Council

Member?*

Yes No

Council Member name(s):*

Gretchen Barron

Hours willing to commit each month:

20

Conflict of Interest Policy

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete. Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

*

Yes No

Statement of Financial or Personal Interest

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

*

Yes No

If so, describe:

Resume (1)

Resume

CCC - Resume - 11/18/2021 - Richland Memorial Hospital Board of Trustees (14) -

Signature

I understand that checking this box and entering my name constitutes a legal signature *

First Name * **Last Name ***

Candace Pattman

Submit

Candace M. Pattman

16 Staunton Ct. Columbia, S.C. 29229
(843) 731-6170 | cpattman@richland2.org

PROFESSIONAL SUMMARY

An accomplished professional educator who is student focused and eager to bring twenty-first century designs with a unique combination of educational and virtual experience in digital integration. Several years of experience working with K-12, post-secondary students, and the general public has cultivated my ability to create favorable learning environments for students and teachers. A dynamic and motivated leader who is a team player with a long track record of collaborating to establish and strengthen partnerships with community agencies and educational institutions.

PROFESSIONAL QUALIFICATIONS

- Intentional Inclusionist
- Change Embracer
- High-energy, confident professional enthusiast
- Results-oriented and people-focused.
- Analytical problem-solver.
- Trauma Informed Educator
- Restorative Practitioner
- High-quality communication with diverse populations of students and adults.

PROFESSIONAL WORK EXPERIENCE

Science Professor, June 2016-present

Content: Integrated Physical Science
Western Governors University, SLC, Utah

Certified Science Teacher, High School, August 2019 to present

Subjects Taught: Biology I, Biology II, Environmental Science, Study Skills

Blythewood Academy, Blythewood, SC

Certified Science Teacher, Middle/Summer School, March 2019 to July 2019

Subjects Taught: Science 6, Science 7, Science 8
Blythewood Academy, Blythewood, SC

Certified Science and Advisory Teacher, High School, August 2014 to March 2019

Subjects Taught: Physical Science, Anatomy
South Carolina Connections Academy, Columbia, SC

Certified Science Teacher, High School, August 2012 to June 2014

Subjects Taught: Biology, Chemistry, Anatomy and Physiology

Marion High School, Marion, SC

Administrator, 2012-2018

Murrell Construction Institute, Marion, SC
Responsible for 200+ adult learners obtaining a trade

Educational Director, 2011 to 2012,

Waynesville R-VI School District, Waynesville, MO

Executive Administrator 2001 to 2006

James Murrell Reinforcement, Marion, SC
Supervised 20+ employees

EDUCATION

Principal Endorsement Certification

John Hopkins University, Baltimore MD, 2021

Ed.D. Transformational Leadership

Concordia University, Portland, OR., 2019, GPA 3.97

M. Ed Learning and Technology

Western Governors University, Salt Lake City, UT., 2014,
GPA 3.0

M.A.T. Science Education

Western Governors University, Salt Lake City, UT., 2012,
GPA 3.0

Bachelor of Science Biology

University of South Carolina, Columbia, SC., 2005, GPA
3.0

CERTIFICATIONS/ACHIEVEMENTS

Google Certified Educator (Level 1) (2019)

Global Career Development Facilitator (GCDF 15003)

- Center for Credentialing & Education, Inc. June 2016

NCCER Master Trainer 2013

Educator Certifications

- SC Educational Leadership: Administration and Supervision 2020
- SC State Middle Level/Secondary Science Education 2020
- NIET 4.0 Teacher Evaluator
- MO State Middle/Secondary Biological Science 2014
- UT State Secondary Science Education (6-12) 2012
- WA State Designated Biology Residency Permit 2013

TRAINING

- Preventing Workplace Harassment
- Bloodborne Pathogens
- Student in Distress
- Child Abuse and Neglect
- School Safety
- Foundations of School Leadership Cohort 40 (2021)
- NIET 4.0 Teacher Evaluator Training
- New Art and Science of Teaching Institute (9/2017)
- INACOL Symposium Conference (10/2018)
- Congressional Black Caucus Institute (10/2019)
Advocacy and Educational Policy

LEADERSHIP EXPERIENCE

Designed and conducted various faculty and student workshops for training in bullying, peer pressure, and pathways to success.

Waynesville High School- Club Tiger, Director, 2010-2011

- Responsible for staff of 10
- Held various afterschool clubs and programs to keep students engaged.

WGU Mentor Support Workshop, May 2019

- Diversity and Inclusion Presentation
- Cultural Relevancy as it relates to Higher Education

BNE Vacation Bible School, June 2019

- Facilitated youth between ages of 13-19 understand life centered actions.
- Discussed the relationship between our actions and our goals.

2019 First Steps Education Round Table, July 2019

- Discussed ways in which our youth are affected and how education plays an important role.
- Shared ideas on how to provide support and structure for the youth from ages PK-12.

2021 USC CEEAAS Participant, January 2021

- Equity in Education

Blythewood Academy Summer School Administrator,

June-August 2021

- Modeled positive environment for students
- Discipline
- Coaching conversations with teachers
- Integration of Socio-Emotional Learning skills

2019-2021 BLYTHEWOOD ACADEMY TEAMS

AVID Advisory Team

Met frequently to discuss AVID school-wide efforts. Presented AVID strategies to faculty, provided support and guidance to achieve implementation of AVID/WICOR strategies in all classes.

Phoenix Student Advisory Team

Assisted in reviewing and adapting Individualized Graduation Plans, Individualized Learning Plans, Individualized Educational Plans, 504 Plans, and an Intervention Assistance Team Member.

Principal's Improvement Team

Worked with administration to build and maintain a strong image for educators as it aligns with Richland 2 policies and procedures. Created communications strategies and helped to strengthen partnerships with community agencies.

Science Department Professional Learning Team, Chair

Studied and recommended policies and procedures for consideration by Blythewood Academy administration in the areas of classroom curriculum, instructional materials, instructional methods, and professional development.

Community Outreach Team, Co-Chair

Worked to identify supportive community organizations, develop existing and new relationships that focuses on common interests for the Academy and the organizations.

Organization and Hospitality Team, Chair

Coordinated with other committees to ensure a common goal was reached, welcomed new staff to Blythewood Academy, planning and assisting with holiday events and celebrations, worked with administration to plan, execute, and evaluate plans that benefited the school, students, and staff

VOLUNTEER EXPERIENCE / COMMUNITY SERVICE

VISTA Summer of Service Associate, May 2011 to August 2012

- Volunteered in the community, Instructed summer school classes (K-8) Waynesville, MO

Board of Directors

- Agapeland Community Services, August 2010 to present
- James Murrell Reinforcement, September 2005- present

PROFESSIONAL AFFILIATIONS

- Afterschool Alliance Member
- National Educator Association Member
- National Science Teacher Association Member
- INACOL Member
- Solution Tree Member
- Emerge America
- South Carolina Educator Association
- Alpha Kappa Alpha Sorority Incorporated