



RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS

Jim Manning	Bill Malinowski, Chair	Julie-Ann Dixon
District 8	District 1	District 9

**MARCH 17, 2015
4:00 PM**

4th Floor Conference Room

CALL TO ORDER

Approval Of Minutes

1. March 3, 2015 [PAGES 3-5]

Adoption Of Agenda

Interviews

2. Accommodations Tax Committee - 2 [PAGES 6-8]
 - a. Randy A. Hurtt

3. Board of Zoning Appeals - 2 **[PAGES 9-11]**
 - a. Christopher Sullivan

4. Employee Grievance Committee - 3 **[PAGES 12-22]**
 - a. Teresa W. Grissom
 - b. Timothy R. Lippett
 - c. Beverly Williams Leeper
 - d. Suzie Hayne
 - e. John Monroe

Items For Action

5. Notification of Vacancies: **[PAGE 23]**
 - a. Board of Zoning Appeals - 2
 - b. Richland County Airport Commission - 1
 - c. Hospitality Tax Committee - 1

Adjournment



Richland County Council Request of Action

Subject

March 3, 2015 [PAGES 3-5]

Purpose

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA



RULES AND APPOINTMENTS COMMITTEE

March 3, 2015
4:00 PM
4th Floor Conference Room

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building

CALL TO ORDER

Mr. Malinowski called the meeting to order at approximately 4:03 PM

APPROVAL OF MINUTES

February 17, 2015 – Mr. Manning moved, seconded by Mr. Malinowski, to approve the minutes as submitted. The vote in favor was unanimous.

ADOPTION OF THE AGENDA

Mr. Manning moved, seconded by Mr. Malinowski, to adopt the agenda as published. The vote in favor was unanimous.

INTERVIEWS

Accommodations Tax Committee – 2 – Mr. Adam Miller was interviewed. The Committee will make an appointment recommendation once all applicants have been interviewed.

Richland Memorial Hospital Board – 1 – Mr. Benjamin Mustian, Mr. Julius McKay, II and Mr. Michael Brandon Bailey were interviewed, the Committee recommended Mr. Mustian for appointment to the Richland Memorial Hospital Board.

Central Midlands Council of Governments (COG) – 1 – Mr. Michael Brandon Bailey was interviewed, the Committee recommended Mr. Bailey for appointment to the Central Midlands Council of Governments.

Employee Grievance Committee – 3 – Mr. Joseph Scott Hallbick and Ms. Ashley Powell were interviewed. The Committee will make an appointment recommendation once all applicants have been interviewed.

Committee Members Present

Bill Malinowski, Chair
Jim Manning

Others Present:

Greg Pearce
Kelvin E. Washington, Sr.
Monique McDaniels
Michelle Onley

Item# 1

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

Rules and Appointments Committee
Tuesday, March 3, 2015
Page Two



ITEMS FOR ACTION

- a. Building Codes of Board of Appeals - 2
- b. Business Service Center Appeals Board - 1
- c. Board of Zoning Appeals - 2
- d. Internal Audit Committee - 1
- e. Planning Commission - 4
- f. Procurement Review Panel - 2

Mr. Manning moved, seconded by Mr. Malinowski, to advertise for the above-referenced vacancies. The vote in favor was unanimous.

ADJOURNMENT

The meeting adjourned at approximately 5:00 PM.

The Minutes were transcribed by Michelle M. Onley, Deputy Clerk of Council

Richland County Council Request of Action

Subject

Accommodations Tax Committee - 2 [PAGES 6-8]

a. Randy A. Hurtt

Purpose



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Randy A. Hurtt

Home Address: 3118 Travis Court

Telephone: (home) (803) 917-7340 (work) (803) 917-7340

Office Address: _____

Email Address: mathman1956@gmail.com

Educational Background: BA (Math), 1978; MDiv, 1988; MEd (1991); MSS, 2005

Professional Background: Retired math teacher; Retired Army officer

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Accommodations Tax Committee

Reason for interest: Learn from another angle how government works. Serve my county.

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

I'm an analytical thinker, good at considering particular situations and determining how to make them better.

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? I look forward to serving.

Recommended by Council Member(s): None. I'm responding to an email.

Hours willing to commit each month: As needed.

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
Item# 2
Attachment number 1 in Page 1

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 RAH _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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 RAH _____

If so, describe: _____


Applicant's Signature

25 Feb 15
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only

Date Received: _____ Received by: _____ Item# 2

Date Sent to Council: _____

Richland County Council Request of Action

Subject

Board of Zoning Appeals - 2 [**PAGES 9-11**]

- a. Christopher Sullivan

Purpose



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Christopher Sullivan

Home Address: 305 Burger Circle, Irmo, SC 29063

Telephone: (home) 803-602-2315 (work) 803-602-2315

Office Address: 305 Burger Circle, Irmo, SC 29063

Email Address: christopheramsullivan@gmail.com

Educational Background: Midlands Technical College

Professional Background: Public Relations & Advertising

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Richland County Board of Zoning Appeals

Reason for interest: As a resident of Richland County for more than 21

years, I believe it is absolutely critical that our county remains to have a B.O.Z.A that is dedicated to protecting the character & integrity of our county. Your characteristics/qualifications, which would be an asset to Committee, Board or

Commission:

I believe I bring several assets to the Richland County Board of Zoning Appeals, including but not limited to: effective communicator, relationships w/ local residents, understanding of county govt, etc.

Presently serve on any County Committee, Board or Commission? Richland County Board of Zoning Appeals

Any other information you wish to give? N/A

Recommended by Council Member(s): Damon Jeter, Norman Jackson, Seth Rose & Paul Livingston

Hours willing to commit each month: I am willing to commit whatever number of hours that are necessary to fulfill my duties as a member of the R.C.B.O.Z.A. CONFLICT OF INTEREST POLICY

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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.

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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 X _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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 X _____

If so, describe: N/A


Applicant's Signature

01/28/14
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

2

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	Item# 3
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	Attachment number 1 \nPage 2

Richland County Council Request of Action

Subject

Employee Grievance Committee - 3 [PAGES 12-22]

- a. Teresa W. Grissom
- b. Timothy R. Lippett
- c. Beverly Williams Leeper
- d. Suzie Hayne
- e. John Monroe

Purpose



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Teresa W. Grissom
Home Address: 268 Bushberry Road P.O. Box 825, Pelion SC 29123
Telephone: (home) (803) 429-1695 (work) (803) 929-6150
Office Address: 1701 Main St. Room 403B
Email Address: grissomt@rcgov.us
Educational Background: Tech, some college courses
Professional Background: Senior Paralegal
Male Female Age: 18-25 26-50 Over 50
Name of Committee in which interested: Grievance Committee
Reason for interest: I want to help people. I listen well and believe in honesty and fairness. I am aware that difficulties arise and should be handled in the workplace.
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:
I have worked as a Paralegal with the Public Defender Office for 25 years. I am in constant contact with the public and help resolve their legal problems daily.
Presently serve on any County Committee, Board or Commission? No
Any other information you wish to give? No
Recommended by Council Member(s): _____
Hours willing to commit each month: What is needed.

CONFLICT OF INTEREST POLICY

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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 INTERESTS

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: _____

Theresa Hissom
Applicant's Signature

2/13/15
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	Item# 4

2



APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Timothy R. Lippett
Home Address: 400 Guard Tower Lane
Telephone: (home) (803) 665-3328 (work) (803) 576-3200
Office Address: 201 John Mark Dial Drive
Email Address: Lippett@rcgov.us
Educational Background: Studied at Benedict College (social work)
Professional Background: Watch Commander(supervisor for 8 yrs) Total 11yrs in correcti
Male Female Age: 18-25 26-50 Over 50
Name of Committee in which interested: Employee Grievance Committee
Reason for interest: By being a part of this committee, I will be given to opportunity to be apart of the due process Richland County has formulated.
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:
I am a part of the Alvin S Glenn Detention Center's Policy and Procedure committee as well as the Field training Officer program.
Presently serve on any County Committee, Board or Commission? No
Any other information you wish to give? I study human behavior as a hobby.
Recommended by Council Member(s): _____
Hours willing to commit each month: 25

CONFLICT OF INTEREST POLICY

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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.

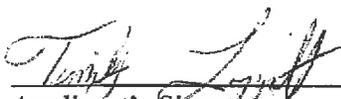
Yes _____ No ^x _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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 ^x _____

If so, describe: _____



Applicant's Signature

2-20-2015

Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
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Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	Item# 4

2



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Beverley Williams Leeper

Home Address: 303 Grinders Mill Road-Columbia, SC 29223-8010

Telephone: (home) 803.788.7807 (work) 803.576.2237

Office Address: 2020 Hampton Street, Room 4048, Columbia, SC 29204

Email Address : leperb@rcgov.us

Educational Background: BS-Criminal Justice (USC), AAS-Law Enforcement (Central Texas College)

Professional Background: Safety Officer (RC), OSHA Investigator(LLR)

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Employee Grievance Committee

Reason for interest: I believe that I can bring a new, impartial, opinion that does not delineate from policy or other promulgated laws at they pertain to employees seeking fair resolution to/for concerns.

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

I have 16+ years as an Investigator (OSHA) and Safety Manager in which I have investigated numerous employee complaints and concerns as well as investigating 11-C (OSHA) which target complaints by employees seeking protection under the OSHA Act. I will render a fair, unbiased opinion and will always recuse myself from issues that may concern my involvement as Safety Officer for Richland County Government. Every decision will be fair and equitable based on and supported by law, policy, and guidelines

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? No

Recommended by Council Member(s): No

Hours willing to commit each month: Whatever is necessary to complete the task

Item# 4

CONFLICT OF INTEREST POLICY

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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 X _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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 X _____

If so, describe: N/A _____



Applicant's Signature

2.12.15

Date

Return to:
Clerk of Council | P. O. Box 192, Columbia, SC 29202
For information call (803) 576-2060 or email rccoco@rcgov.us

One form must be submitted for each Committee, Board or Commission you wish to serve on.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved	<input type="checkbox"/> Denied <input type="checkbox"/> On file

Item# 4

Attachment number 1 \nPage 6



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Suzie Hayne

Home Address: 1740 Alba Drive

Telephone: (home) (803) 920-2111 (work) (803) 576-2176

Office Address: 2020 Hampton St. Columbia, SC 29202

Email Address: haynessu@rcgov.us

Educational Background: College

Professional Background: Richland County Boards & Committees Coordinator

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Grievance Committee

Reason for interest: I believe every employee at Richland County should be treated fairly and with equality.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:
Serving as the Boards and Committees Coordinator for both PC and BOZA I have learned how to really listen to all sides.

Presently serve on any County Committee, Board or Commission? no

Any other information you wish to give? Everyone should have a chance to be heard.

Recommended by Council Member(s): _____

Hours willing to commit each month: As many as needed

CONFLICT OF INTEREST POLICY

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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 ^x _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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 ^x _____

If so, describe: _____

Suzette Thomas
Applicant's Signature

2/17/15
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file

2

Item# 5

Attachment number 1 \nPage 2
Item# 4



APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: John Monroe
Home Address: 200 Trowbridge rd Columbia, SC 29229
Telephone: (home) (803) 760-9109 (work) (803) 576-3260
Office Address: 201 John Mark Dial dr. Columbia, SC 29209
Email Address: monroe.john78@gmail.com, monroej@rcgov.us
Educational Background: Some college
Professional Background: Alvin S. Glenn Detention Center Assistant Watch Commander
Male Female Age: 18-25 26-50 Over 50
Name of Committee in which interested: Employee Grievance Committee
Reason for interest: To make a personal contribution to the Richland county government as well as to gain more professional growth.
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:
I have taken a few classes from MTC such as: Managing stressful situation, business writing, managing stressful communications and am currently a supervisor as ASGDC
Presently serve on any County Committee, Board or Commission? No
Any other information you wish to give? _____
Recommended by Council Member(s): _____
Hours willing to commit each month: probably around five to ten hours.

CONFLICT OF INTEREST POLICY

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Richland County Council Request of Action

Subject

Notification of Vacancies: **[PAGE 23]**

- a. Board of Zoning Appeals - 2
- b. Richland County Airport Commission - 1
- c. Hospitality Tax Committee - 1

Purpose