

**RICHLAND COUNTY**  
**RULES & APPOINTMENTS**  
**COMMITTEE AGENDA**



**Tuesday, JULY 20, 2021**

**3:00 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

July 20, 2021 - 3:00 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. July 13, 2021 [PAGES 10-12]
  
3. **ADOPTION OF AGENDA** The Honorable Bill Malinowski
  
4. **NOTIFICATION OF VACANCIES**
  - a. 1. Accommodations Tax – Five (5) Vacancies (TWO applicants must have a background in the lodging industry, THREE applicants must have a background in the hospitality industry, and ONE applicant will fill an At-large seat)
  
  2. Airport Commission – Two (2) Vacancies (One applicant must reside within the Rosewood, Shandon, or Hollywood-Rose-Hill-Wales Garden neighborhoods)
  
  3. Building Codes Board of Appeals – Six (6) Vacancies (ONE applicant must be from the Architecture Industry, ONE from the GAS Industry, ONE from the Building Industry, ONE from the Contracting Industry & TWO from Fire Industry as alternates)
  
  4. Business Service Center – Four (4) Vacancies (TWO applicants must be from the Business Industry and TWO applicants must be a CPA)
  
  5. Central Midlands Council of Governments – One (1) Vacancy
  
  6. Community Relations Council – One (1) Vacancy

- 7. Employee Grievance Committee – Six (6) Vacancies (MUST be a Richland County employee; 2 seats are alternates)
- 8. Hospitality Tax – Three (3) Vacancies (ONE applicant must be from the Restaurant Industry)
- 9. Internal Audit Committee – Two (2) Vacancies (applicant with CPA preferred)
- 10. LRADAC – One (1) Vacancy
- 11. Music Festival – Two (2) Vacancies
- 12. Planning Commission – Two (2) Vacancies
- 13. Procurement Review Panel – Two (2) Vacancies – (One applicant must be from the public procurement arena & one applicant must be from the consumer industry)
- 14. Richland Memorial Hospital Board of Trustees – Two (2) Vacancies
- 15. River Alliance – One (1) Vacancy
- 16. Township Auditorium – Two (2) Vacancies
- 17. Transportation Penny Advisory Committee (TPAC) – Six (6) Vacancies

**5. INTERVIEWS**

- a. Business Service Center Appeals Board - Four (4) Vacancies (TWO applicants must be from the Business Industry and TWO applicants must be a CPA)
  - 1. Coulter R. Templeton [PAGES 13-14]
- b. Employee Grievance - Six (6) Vacancies (MUST be a Richland County employee; 2 seats are alternates)
  - 1. Mark Cheslak [PAGES 15-16]
  - 2. Meghan Easler [PAGES 17-18]
  - 3. Elizabeth "Katie" Marr [PAGES 19-20]
- c. Lexington Richland Alcohol and Drug Abuse Council - One (1) Vacancy

1. Bonnie H. Kelly [**PAGES 21-22**]

**d.** Music Festival Commission - Two (2) Vacancies

1. Phillip Gilchrist [**PAGES 23-26**]

**di.** River Alliance - One (1) Vacancy

1. Javar A. Juarez [**PAGES 27-28**]

## **6. NOTIFICATION OF APPOINTMENTS**

**a.** Airport Commission – Two (2) Vacancies (One applicant must reside within the Rosewood, Shandon, or Hollywood-Rose-Hill-Wales Garden neighborhoods)

1. Lynn I. Hutto [**PAGES 29-30**]

2. Lindsey Forrest Ott [**PAGES 31-32**]

3. Wendy Nipper Homeyer [**PAGES 33-36**]

4. Jeffrey Hunter [**PAGES 37-40**]

**b.** Business Service Center Appeals Board - Four (4) Vacancies (TWO applicants must be from the Business Industry and TWO applicants must be a CPA)

1. Coulter R. Templeton

**c.** Employee Grievance - 6 (MUST be a Richland County employee; 2 seats are alternates)

1. Mark Cheslak

2. Meghan Easler

3. Elizabeth "Katie" Marr

**d.** Music Festival - Two (2) Vacancies

1. Phillip Gilchrist

**e.** Planning Commission – Three (3) Vacancies

a. John K. Baxter [**PAGES 41-42**]

**f.** Richland Memorial Hospital Board of Trustees – Two (2) Vacancies

1. William Alvin McElveen [**PAGES 43-50**]

2. Stacey V. Brennan [PAGES 51-56]
  3. Virginia L. Crocker [PAGES 57-59]
  4. Raquel Michelle Richardson Thomas [PAGES 60-66]
  5. Millisa "Millie" M. Bates [PAGES 67-69]
- g.** River Alliance - One (1) Vacancy
- a. Javar A. Juarez
  - b. Lisa Ellis [PAGES 70-71]

**7. ITEMS FOR ACTION**

- a.** I move that Council work with staff to conduct a comprehensive review of Council rules and recommend changes to streamline the rules to improve the functioning of Council business [NEWTON]

**8. ITEMS FOR DISCUSSION/INFORMATION**

- a.** Boards, Committees and Commissions Recruitment
- b.** Once Council approves an action no Council member is to individually go to a staff member in an effort to accomplish/change something that was not in the approved information/action by Council [MALINOWSKI - August 31, 2020]
- c.** I move to amend the Public Nuisance Ordinance to define "Public Places/Establishments" to include restaurants, taverns, lodges, parking lots, and public places where children or students attend and/or normally congregate [DICKERSON - October 6, 2020]
- d.** I move that all County Employees presenting to County Council during an official Council meeting (Regular, Special Called, Public Zoning Hearing or Standing Committees) held in Zoom have a live camera running during their actual verbal input [MANNING - October 6, 2020]
- e.** I move that if matters such as Clerk to Council Search or Compensation for Interim Clerk of Council are to be a part of the Employee Evaluation Oversight Ad Hoc Committee that the name of the Ad Hoc Committee be changed to better reflect what would fall under the

purview of its function, responsibility, and/or purpose  
[MANNING - October 20, 2020]

- f.** 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 individuals 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]
- g.** Move to amend Council Rules related to virtual and phone call meeting attendance and have this motion included on the July 20, 2021 Rules and Appointments Committee meeting agenda. [MACKEY - 7/13/21]
- h.** All County Council contracts and agreements adopted by a majority vote of full Council will require a majority vote of full Council to amend and/or change [NOTE: This motion should be taken up as soon as possible, and not be addressed with the overall Council Rules update.] [LIVINGSTON - 7/13/21]

**9. 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  
Rules and Appointments Committee  
July 13, 2021 – 3:00 PM  
Council Chambers  
2020 Hampton Street, Columbia, SC 29204

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

OTHERS PRESENT: Allison Terracio, Chakisse Newton, Angela Weathersby, Kyle Holsclaw, Tamar Black, Michelle Onley

1. **CALL TO ORDER** – Mr. Malinowski called the meeting to order at approximately 3:03 PM.
2. **APPROVAL OF MINUTES**
  - a. June 8, 2021 – Ms. Barron moved, seconded by Mr. Malinowski, to approve the minutes as distributed.  
  
In Favor: Malinowski, Barron and Mackey  
  
The motion in favor was unanimous.
3. **ADOPTION OF AGENDA** – Ms. Barron moved, seconded by Ms. Mackey, to adopt the agenda as published.  
  
In Favor: Malinowski, Barron and Mackey  
  
The vote in favor was unanimous.
4. **INTERVIEWS**
  - a. Airport Commission – Two (2) Vacancies (One applicant must reside within the Rosewood, Shandon or Hollywood-Rose Hill-Wales Garden neighborhoods) – Ms. Lynn Hutto, Ms. Lindsey Forrest Ott and Ms. Wendy Nipper Homeyer were interviewed. Ms. Heather Heckman was not available for her interview due to illness.
  - b. Planning Commission – Three (3) Vacancies – Mr. John Metts and Mr. John K. Baxter were interviewed.
  - c. Richland Library Board of Trustees – One (1) Vacancy – Ms. Nicole A. Cooke was interviewed. Ms. Constantina Green and Ms. Marjorie Trifon did not appear for their interviews.

**Rules and Appointments Committee  
June 15, 2021**

-1-

- d. Richland Memorial Hospital Board of Trustees – Two (2) Vacancies – Ms. Millisa “Millie” M. Bates was interviewed.
- e. Riverbanks Park Commission – One (1) Vacancy – Mr. Clifford Bourke, Jr. was interviewed.

5. **NOTIFICATION OF APPOINTMENTS**

- a. Airport Commission – Two (2) Vacancies (One applicant must reside within the Rosewood, Shandon, or Hollywood-Rose Hill-Wales Garden neighborhoods – Ms. Mackey moved, seconded by Ms. Barron, to defer this item until the July 20<sup>th</sup> committee meeting to allow Ms. Heather Heckman an opportunity to interview.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

- b. Planning Commission – Three (3) Vacancies – Ms. Barron moved, seconded by Ms. Mackey, to appoint Mr. John Metts to the Planning Commission.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

- c. Richland Library Board of Trustees – One (1) Vacancy – Ms. Mackey moved, seconded by Ms. Barron, to appoint Ms. Brenda B. Branich to the Richland Library Board of Trustees.

In Favor: Barron and Mackey

Opposed: Malinowski

The vote was in favor.

- d. Richland Memorial Hospital Board of Trustees – Two (2) Vacancies – Mr. Malinowski moved, seconded by Ms. Mackey, to request the liaison determine the needs of the board prior to the committee making an appointment.

- e. Riverbanks Park Commission – Ms. Mackey moved, seconded by Ms. Barron, to appoint Mr. Clifford Bourke, Jr. to the Riverbanks Park Commission.

6. **ITEMS FOR ACTION**

- a. Boards, Committees and Commissions Recruitment – Ms. Onley noted the Clerk’s Office will endeavor to schedule the remaining applicants for the July 20<sup>th</sup> committee meeting. She will get an update from IT regarding the online application process going live. In addition, the list of upcoming vacancies will be presented to the committee at the next meeting. This will enable applicants to apply during the month of August, and interviews could then be scheduled for September.
- b. I move that Council work with staff to conduct a comprehensive review of Council rules and recommend changes to streamline the rules to improve the functioning of Council business [NEWTON] – No action was taken.

**Rules and Appointments Committee  
June 15, 2021**

-2-

7. **ITEMS FOR DISCUSSION**

- a. Once Council approves an action no Council member is to individually go to a staff member in an effort to accomplish/change something that was not in the approved information/action by Council [MALINOWSKI] - No action was taken
- b. I move to amend the Public Nuisance Ordinance to define "Public Places/Establishments" to include restaurants, taverns, lodges, parking lots and public places where children or students attend and/or normally congregate [DICKERSON] - No action was taken
- c. I move that all County Employees presenting to County Council during an official Council meeting(Regular, Special Called, Public Zoning Hearing or Standing Committees) held in Zoom have a live camera running during their actual verbal input [MANNING] - No action was taken
- d. I move that if matters such as Clerk to Council Search or Compensation for Interim Clerk of Council are to be a part of the Employee Evaluation Oversight Ad Hoc Committee that the name of the Ad Hoc Committee be changed to better reflect what would fall under the purview of its function, responsibility, and/or purpose [MANNING] - No action was taken
- e. 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 individuals and if a person applying for one of those positions resides in that municipality then they should make application through them [MALINOWSKI] - No action was taken

8. **ADJOURNMENT** - The meeting adjourned at approximately 4:32 PM.



APPLICATION FOR SERVICE ON RICHLAND COUNTY  
COMMITTEE, BOARD OR COMMISSION

Applicant **MUST** reside in Richland County.

Name: Coulter R. Templeton  
Home Address: 6721 Windwan Drive, Columbia, SC 29209  
Telephone: (home) 803 261-3537 (cell) (work) 803 227-4341  
Office Address: 1901 Main St., 17th Floor, Columbia, SC 29201  
Email Address: coultertempleton@yahoo.com  
Educational Background: BS in Applied Professional Sciences  
Professional Background: Financial Advisor, Certified Divorce Financial Analyst & Paralegal  
Male  Female  Age: 18-25  26-50  Over 50   
Name of Committee in which interested: Business Service Center Appeals Board

Reason for interest: Currently I work as a paralegal for Turner Padgett in their Estate Planning, Probate, Tax and Business department. In the past I have owned 2 businesses. One was a Corporation-Subchapter S as a financial advisor and the other was an LLC as a Certified Divorce Financial Analyst. I have knowledge as a business owner and as an advisor to business owners.  
Your characteristics/qualifications, which would be an asset to Committee, Board or

Commission:

In addition to my business knowledge, I also have been trained in ADR (Alternative Dispute Resolution) and have conducted mediations. I am also an experienced Toastmaster. Listening and communication are my top skills.

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

Any other information you wish to give? I have several certifications in ADR and a Toastmaster.

Recommended by Council Member(s): Not recommended, but as a financial advisor I often shared clients with Dowd Knight. He can give his recommendation if he is willing.

Hours willing to commit each month: Uncertain of the hours required, but am willing to give what is 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 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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Coultter R. Semple Jr

Applicant's Signature

2/25/21

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



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

**Must be a Richland County Employee**

Name: Mark Cheslak  
Home Address: 4216 Sandwood Dr. Columbia, SC 29206  
Telephone: (home) 803 787-4500 (work) 803 576-2655  
Office Address: Assessors Office 2020 Hampton St. Columbia SC 29204  
Email Address: cheslak.mark@richlandcounty.sc.gov  
Educational Background: B.S. Business Administration, The Citadel  
Professional Background: Shift manager Milliken Textile Corp., 1979-7'87, RE Appraiser '87-present  
Male  Female  Age: 18-25  26-50  Over 50   
Name of Committee in which interested: Employee Grievance Committee  
Reason for interest: Satisfy a need for Richland County

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

Impartial. Open to hearing all concerns.

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

Any other information you wish to give? NO

Recommended by Council Member(s): None

Hours willing to commit each month: All necessary

**CONFLICT OF INTEREST POLICY**

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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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mark Chalaf  
Applicant's Signature

04/06/2021  
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.**

<b>Staff Use Only</b>	
Date Received: <u>4/6/21</u>	Received by: <u>Juno</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	





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

**Applicant MUST reside in Richland County.**

Name: Meghan Easter  
Home Address: 201 Brickling Rd. Irmo, SC 29063  
Telephone: (home) 803-605-2406 (work) 803-576-1604  
Office Address: 2020 Hampton St.  
Email Address: easterfamily4@gmail.com  
Educational Background: Associates  
Professional Background: IT - Programmer  
Male  Female  Age: 18-25  26-50  Over 50   
Name of Committee in which interested: Grievance Committee  
Reason for interest: Employee Relations

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

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: Open

**CONFLICT OF INTEREST POLICY**

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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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Handwritten Signature]  
Applicant's Signature

6-3-21  
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.**

<b>Staff Use Only</b>	
Date Received: <u>6/3/21</u>	Received by: <u>ANNM</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved    18 of 104 <input checked="" type="checkbox"/> Denied <input type="checkbox"/> On file	



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

**Must be a Richland County Employee**

Name: Elizabeth Kate Marr "Katie"

Home Address: 6500 Queens Way Drive, Columbia, SC 29209

Telephone: (home) 803-360-8646 (work) 803-576-2867

Office Address: 2020 Hampton Street

Email Address: Marr.katie@richlandcountysc.gov

Educational Background: Masters in Criminal Justice

Professional Background: Owner of Title Company for 13 years, Assessors Office since 2013 -Interim Assessor

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

Name of Committee in which interested: Grievance Committee

Reason for interest: I work for Richland County and it would be a good way for me to give back to the County and represent Richland County.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:  
I believe that I can be impartial and objective while serving on this Committee and have an understanding of working within voluntary Committees.

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

Any other information you wish to give? Previously served as a Guardian Ad Litem case worker (nka CASA)

Recommended by Council Member(s): \_\_\_\_\_

Hours willing to commit each month: The amount of hours needed to serve my commitment

**CONFLICT OF INTEREST POLICY**

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

**Applicant MUST reside in Richland County.**

Name: Kyle Hughes

Home Address: 354 Bowhunter Dr, Blythewood SC 29016

Telephone: (home) 843-457-5953 (work) 803-576-2282

Office Address: 2020 Hampton St, Suite 1050, Columbia SC 29202

Email Address: hughes.kyle@richlandcountysc.gov

Educational Background: Some college

Professional Background: Local Government, Pharmacy, Banking

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

Name of Committee in which interested: Grievance Committee

Reason for interest: I would like the opportunity to meet and work with new people outside of my primary job duties with Richland County.

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

I believe being an Eagle Scout/lifelong scouter as well as my diverse job history will bring a strong moral compass and different experiences to the committee.

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

Any other information you wish to give? As a newer employee, I can be a "fresh pair of eyes".

Recommended by Council Member(s): \_\_\_\_\_

Hours willing to commit each month: 15

**CONFLICT OF INTEREST POLICY**

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APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant MUST reside in Richland County.

Name: Bonnie H. Kelly

Home Address: 1209 Shirley St. Columbia, SC 29205

Telephone: (home) (803) 261-2020 (work) (803) 771-7211

Office Address: 1315 Elmwood Ave. Columbia, SC 29201

Email Address: bonniekelly21@gmail.com

Educational Background: HS Grad, Some college, SC School of Ct. Reporting Grad

Professional Background: Court Reporter for State of SC, Business Owner, Insurance Sales + Adj

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

Name of Committee in which interested: LRADAC

Reason for interest: Desire to be part of bringing awareness to my community

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

Previous Board Member on several Non Profit Boards. 19 yrs. sobriety + involvement w/ the recovering community

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

Any other information you wish to give? Currently part-time legal assistant

Recommended by Council Member(s): Buddy Wilson

Hours willing to commit each month: As Needed

CONFLICT OF INTEREST POLICY

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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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bonnie H Kelly  
Applicant's Signature

3-3-2021  
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.

<b>Staff Use Only</b>	
Date Received: <u>3/3/21</u>	Received by: <u>WHD</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved	<input type="checkbox"/> Denied <input type="checkbox"/> On file



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

**Applicant MUST reside in Richland County.**

Name: Phillip Gilchrist

Home Address: 121 North Ridge Road

Telephone: (home) - 803-597-8381 (work) 803-597-8381

Office Address: 121 North Ridge Road

Email Address: phil@truescalerecords.com

Educational Background:

- Spring Valley High School Graduate
- Studied Music at Brevard College
- Studied Music at Claflin University

Professional Background:

- President and CEO of MP Productions
- Executor of TrueScale Records

Male Female

Age: 18- 25 26- 50 Over 50

Name of Committee in which interested: Music Festival Committee

Reason for interest: As a musician and leader in the arts community, I believe it's important that our county remains engaged in the arts while at the same time grooming and inviting the talented capacity we have to share in Richland county to be a part of our arts community. In addition to these things, I collaborate with some of the major music organizations in the world to include Sony Music and Universal. I'm also engaged in the following organization:

- Broadcast Music Inc. (BMI)
- American Society of Composers, Authors and Publishers (ASCAP)
- American Federation of Musicians (AFM)
- Young Entrepreneurs Music Guild
- Musicians For Vets

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: I have been a musician for 13 years, I studied music in both

highschool and college, I have my own production company and global record label that's based in Richland county and finally I am a lover of music and the arts.

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

Any other information you wish to give? Just want to thank the members of county council for considering me for this post. If chosen, I look forward to serving.

Recommended by Council Member(s): Councilwoman Mackey

Hours willing to commit each month: I am willing to serve the hours necessary for the opportunity.

### 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.

1

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 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:



Applicant's Signature Date *Phillip Giddens* 3/2/21

**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: 3/3/21 *John*

Date Sent to Council:

2

Status of Application:  Approved  Denied  On file

**Phillip Michael Gilchrist** - Phillip's foray into music was when he, at the age of seven, began playing and singing for two churches in his local community. Phillip's study and natural ability in music evolved overtime to embrace performances, producing and composing music that made him an authority in the areas of music producing, composing and arranging.

He is a recording Pop Artist from South Carolina and has produced for and collaborated with musicians across the musical spectrum to include the following genres: Pop, Country, R&B, Hip-Hop, Jazz , Classical and Gospel, in addition to being a multi talented vocalist, instrumentalist and music theory expert.

Phillip is the Founder of MP Productions and the Executor of TrueScale Records. He started MP Productions in 2016 as a full scale music production company, working with up and coming musicians to teach piano, drums, guitar, brass, music production, music composition, music theory, and vocal training. Phillip's belief is that "It is important for a musician to understand how to put it all together, break it down, and put it all back together again with SKILL". "MP Productions strives to perfect the music in "YOU" recognizing that music is an ART... and it is the ARTIST that MP Productions seeks to develop."



In 2019, Phillip took his skills and the principles of masterful recording and producing music to a whole new level by launching a major Record Label in the United States. TrueScale Records is an International Record Label identifying real talent in the music entrepreneurial space with the goal of signing talented musical entrepreneurs.

Phillip's philanthropy and community service are key cornerstones to his companies and his personal involvement and success. Among his philanthropic and involvement activities, he is a musician for the South Carolina United Methodist Conference, the co-founder of Musicians for Vets, a nonprofit organization dedicated to providing music support and training to disabled veterans. In addition, he is a member of the Young Entrepreneurs Music Guild, the American Music Federation, the American Society of Composers, Authors, and Publishers (ASCAP), Broadcast Music, Inc. (BMI) just to name a few.

Phillip believes the next renaissance of the music industry is to complement the streaming world by preserving the integrity of the Independent and Entrepreneurial artist and return the art of music back to its roots...which are the artist, the fans and the listeners!



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

**Applicant MUST reside in Richland County.**

Name: Javar A. Juarez

Home Address: 1924 Spotswood Drive Columbia, SC 29210

Telephone: (home) 803-331-8397 (work) \_\_\_\_\_

Office Address: \_\_\_\_\_

Email Address: BroadRiverBA@gmail.com

Educational Background: Liberal Arts Major Benedict College Columbia, SC

Professional Background: Licensed insurance agent, business owner, non-profit director

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

Name of Committee in which interested: River Alliance Board

Reason for interest: As Director of the Broad River Business Alliance and resident of Broad River Road River Road; I am actively pursuing development of the Greenway expansion and gaining public support

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

Commission:

I provide strong public interaction, social media, web organization and can sponsor/host meetings with local businesses in my network

I am working with private industry investors, realtors and developers to maximize the potential of future projects around the greenbelt.

Presently serve on any County Committee, Board or Commission? Director BRBA

Any other information you wish to give? my objective is to help the River Alliance Achieve its goals in a timely fashion

Recommended by Council Member(s): n/a

Hours willing to commit each month: 60

**CONFLICT OF INTEREST POLICY**

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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.

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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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
\_\_\_\_\_  
Applicant's Signature

11/03/2020  
\_\_\_\_\_  
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.**

<b>Staff Use Only</b>	
Date Received: <u>11/4/20</u>	Received by: <u>hmo</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved	<input type="checkbox"/> Denied <input type="checkbox"/> On file



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

**Applicant MUST reside in Richland County.**

Name: Lynn I. Hutto

Home Address: 1740 Carl Road Columbia, SC 29210

Telephone: (home) 803-206-5215 (work) Same

Office Address: 1740 Carl Road Columbia, SC 29210

Email Address: LIH Consulting@sc.rr.com

Educational Background: BA-Journalism - Advertising/Public Relations

Professional Background: Human Resource Professional - 35+ yrs /Non-profit Manager

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

Name of Committee in which interested: At Large Airport Commission

Reason for interest: Interest in positive growth and image of Columbia, SC as seen by traveling public/global/community.

\_\_\_\_\_  
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:  
Ability to communicate verbally and in writing; organizational mgmt; exp in human capital mgmt

\_\_\_\_\_  
Presently serve on any County Committee, Board or Commission? None

Any other information you wish to give? \_\_\_\_\_

Recommended by Council Member(s): Council woman Gretchen Barron

Hours willing to commit each month: 10-20 hrs/month as needed to serve

**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 **XX** \_\_\_\_\_

**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 **XX** \_\_\_\_\_

If so, describe: N/A  
\_\_\_\_\_  
\_\_\_\_\_

*Dynn Hutto*  
Applicant's Signature

2/25/2021  
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.**

<b>Staff Use Only</b>	
Date Received: <u>2/25/21</u>	Received by: <u>3/5/21</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	



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

**Applicant MUST reside in Richland County.**

Name: Lindsey Forrest Ott

Home Address: 136 Castle Road Columbia, SC 29210

Telephone: (home) 803-600-2729 (work) \_\_\_\_\_

Office Address: 2015 Marion Street Columbia, SC 29201

Email Address: lfott@outlook.com

Educational Background: Ph. D. Education Administration

Professional Background: Director, Clear Dot Charter School

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

Name of Committee in which interested: Airport Commission

Reason for interest: Pilot, airport Hangar tenant, promotion of aviation to young women in Richland County, promotion of aviation as a course of study to youth.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:  
I am an advocate for women in aviation and exposing young people to aviation as both a hobby and career. As a school leader, I have a platform for promoting KCUB.

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

Any other information you wish to give? \_\_\_\_\_

Recommended by Council Member(s): Allision Terracio

Hours willing to commit each month: 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Lindsey F. Ott 03/05/2021  
Applicant's Signature Date

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

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**Applications are current for one year.**

<b>Staff Use Only</b>	
Date Received: <u>3/5/21</u>	Received by: <u>JHUO</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	





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

**Applicant MUST reside in Richland County.**

Name: Wendy Nipper Homeyer

Home Address: 6107 Martha's Glen Road, Columbia, SC 29209

Telephone: (home) 803-429-9559 (work) 803-429-9559

Office Address: PO Box 8881, Columbia, SC 29202

Email Address: wendy@homeyerstrategy.com

Educational Background: MBA & BS, Marketing & Management, University of South Carolina

Professional Background: Owner of Strategic Communications Firm (resume attached)

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

Name of Committee in which interested: Airport Commission, At-Large

Reason for interest: See attached.

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

See attached.

Presently serve on any County Committee, Board or Commission? None

Any other information you wish to give? Not at this time

Recommended by Council Member(s): Councilman Joe Walker III

Hours willing to commit each month: 10 hours/month

**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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Wendy Nipper Stamey 03/04/2021  
Applicant's Signature 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: 3/5/21 Received by: [Signature]  
Date Sent to Council: \_\_\_\_\_  
Status of Application:  Approved  Denied  On file

# WENDY NIPPER HOMEYER

## SUMMARY OF QUALIFICATIONS

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MBA-trained, results-driven leader with over 20 years of practiced political, marketing and public affairs experience in business-to-business, business-to-consumer, government-to-citizen, start-up and not-for-profit environments. Experienced with grassroots advocacy and communication with internal and external stakeholders. Strong commitment, vision and leadership. Reputation of excellence and high-quality service to clients of all levels from chief executives to the South Carolina governor to a United States president.

## PROFESSIONAL EXPERIENCE

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### **Principal, Homeyer Strategy Group, LLC ~ Columbia, S. C. 2006 – Present**

◇ Develop communications success for our clients by customizing strategic, integrated and targeted communications and public affairs programs. ◇ Assist corporate, non-profit and governmental clients mesh their goals with the expectations of multiple audiences such as constituents, donors, customers, shareholders, board members, employees, community leaders and policymakers.

### **Executive Director, The Original Six Foundation ~ Columbia, S.C. 2011 - 2013**

◇ Implemented S.C. Governor Nikki Haley's vision to build a not-for-profit foundation that united public, private and civic leaders and resources to identify and address the challenging issues facing South Carolina's communities in the areas of education, quality of life, and work force readiness. ◇ Directed all levels of the foundation including strategy and planning, organizational development and management, fund development, public relations/advocacy and program development and implementation.

### **State Director, National Federation of Independent Business (NFIB) ~ Columbia, S.C. 2008 – 2009**

◇ Managed NFIB state legislative and public policy programs at all levels of state government, media and the small business community. ◇ Developed, implemented and maintained Statewide Grassroots Activist Network which included more than 6000 organization members. ◇ Established NFIB as the "Voice of Small Business" with news media.

### **Executive Director, Palmetto Leadership Council Political Action Committee ~ Columbia, S.C. 2004 – 2008**

◇ Executed vision of S.C. Speaker of the House of a coordinated and legislatively-active group of business leaders. ◇ Developed and managed the agenda and strategic direction of the organization. ◇ Expanded and developed the Council's statewide membership -- membership increased by 100 percent in first five months.

### **Public Information Officer, S.C. First Steps to School Readiness ~ Columbia, S.C. 2004 - 2006**

◇ Oversaw and coordinated all communications activities, including marketing, public affairs and strategic plans.

### **Special Assistant to the Deputy Assistant to the President, Office of Global Communications, The White House ~ Washington, D.C. 2002 – 2003**

◇ Coordinated strategic communications efforts between government and non-government agencies. ◇ Managed and developed content of the White House web site for international issues. ◇ Facilitated the announcement, development, launch and marketing (internally and externally) of the office. ◇ Advanced site locations for Presidential trips and coordinated national, state and local political and business leaders, U.S. Secret Service and the White House with national and local press.

### **Executive Assistant to the Deputy Assistant to the President & Director, Office of Media Affairs, The White House ~ Washington, D.C. 2001 – 2002**

◇ Served as sole marketing consultant to the office by assisting the development of the strategy and tactics for "outside-the-Beltway" news organizations, talk radio, specialty media and the White House web site. ◇ Spearheaded special project work including developing marketing plans for White House events and projects such as the foundational Presidential Spanish radio address, the completely revamped White House web site and America's Fund for Afghan Children. ◇ Planned and coordinated media affairs events for the President and Vice President. ◇ Approved for a secret-level security clearance.

## OTHER

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◇ Board Member, The Crescent Society ◇ Member, NFIB/SC ◇ Member, 100 Women Who Care Midlands SC  
◇ Volunteer, Junior League of Columbia ◇ Volunteer, American Red Cross

## EDUCATION

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Master of Business Administration, University of South Carolina 1999

Bachelor of Science, Business Administration, Marketing & Management, University of South Carolina 1995

**Reason for Interest**

The Richland County Airport Commission is key to supporting Richland County and the surrounding county's economic growth. Just like railroads and highway systems, air transportation systems will play vital roles in determining our region's economic power. Especially today with high demand for goods and services delivered rapidly, airports are and can be magnets for business and trade; and aviation policy can make or break an area's vision of becoming an economic hub.

Making good policy is not easy as it requires extensive understanding of the marketplace dynamics, the economics of airline operations and long-term impact of policy decisions on local business and consumer behavior.

As an external affairs consultant for several Fortune 500 companies and businesses across the state of South Carolina, I have first-hand knowledge of the importance that policy decisions can have on economic growth and sustainability of a local airport. Furthermore, promotion of general aviation in Richland and the surrounding counties is vital to the continued success of a region. As decades-long resident of Richland County, I would like to offer my passion and expertise to my community to ensure our region has the airport system needed to be an engine of economic development.

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

- MBA-trained, results-driven leader with over 20 years of practiced marketing, public affairs and political experience in business-to-business, business-to-consumer, government-to-citizen, start-up and not-for-profit environments.
- A small business owner who previously represented 5000 small businesses in South Carolina.
- Consulted for Fortune 500 companies in South Carolina, e.g., Lockheed Martin and Dominion Energy.
- Experienced with grassroots advocacy and communication with internal and external stakeholders.
- Strong commitment, vision and leadership.
- Passion to serve: current board member of The Crescent Society and volunteer at the American Red Cross, Junior League of Columbia and 100 Women Who Care Midlands SC.



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

**Applicant MUST reside in Richland County.**

Name: Dr. Jeffrey Hunter  
 Home Address: 118 Saskatoon Dr Hopkins, SC 29061  
 Telephone: (home) 803-622-0570 (work) 803-622-0570  
 Office Address: 115 Saskatoon Dr Hopkins, SC 29061  
 Email Address: JLH192596@yahoo.com  
 Educational Background: Ph.D Bethany Seminary Dothan, AL  
 Professional Background: College Professor, Pastor, 50163  
 Male  Female  Age: 18-25  26-50  Over 50   
 Name of Committee in which interested: Airport  
 Reason for interest: Social and economic growth. over 30 years in counseling. Live in Rosewood  
 Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:  
Education: BA, MA, M.Div, Ph.D. over 30 yrs in Planning  
 Presently serve on any County Committee, Board or Commission? No  
 Any other information you wish to give? Military vet, law enforcement  
 Recommended by Council Member(s): Chakisse Newton  
 Hours willing to commit each month: 60

**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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
Applicant's Signature

2-17-21  
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: <u>2/18/21</u>	Received by: <u>ununo</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

**JEFFREY L. HUNTER**

**P.O. BOX 211051**

**COLUMBIA, S.C. 29221**

**(803) 622-0570**

**JLH192596@yahoo.com**

**EDUCATION:**

Benedict College, Columbia, SC – Bachelor of Arts, 1987

Lutheran Theological Seminary, Columbia, SC – Masters of Arts in Religion, 1991

Erskine Theological Seminary, Due West, SC – Masters of Divinity, 1994

Bethany Theological Seminary, Dothan, AL – Doctor of Philosophy in Religion, 1997

**PROFESSIONAL EXPERIENCE:**

African Methodist Episcopal Church: 110 Pisgah Church Rd Columbia, SC 29203

Ph: (803) 935-0500 – 1988 – Present

Pastor – Duties and Responsibilities:

- . Counseling members of the church
- . Supervising local church organization
- . Provide budget for the local church

Allen University: 1530 Harden Street Columbia, SC 29204

Ph: (803) 254-4165 – 1995 – Present

Professor:

Duties and Responsibilities:

- . Teach the following classes
- . Old Testament
- . New Testament

. The Writings of Paul

. Church Administration

Newberry College: 2100 College Street Newberry, SC 29108

Ph: 1-800-845-4955 – 2004-2008

Professor:

Duties and Responsibilities:

.Instructor for Religious Literature

. Counsel Students

Limestone College: 1115 College Drive, Gaffney, SC 29340

Ph: 1-800-795-7151 – 2006-2008

Professor:

Duties and Responsibilities:

. Instructor for religious Literature

. Counsel Students

South Carolina Department of Correction: 4444 Broad River Rd Columbia, SC 29210

Ph: (803) 896-2893 – 1994-1995

Chaplain:

Duties and Responsibilities:

. Provided Pastoral care

. Counsel the resident of that community

. Public Speaking

U.S Military Service as Infantry Officer, 1985 - 1995





APPLICATION FOR SERVICE ON RICHLAND COUNTY  
COMMITTEE, BOARD OR COMMISSION

Applicant **MUST** reside in Richland County.

Name: JOHN K. BAXTER

Home Address: 735 NEAR CREEK DRIVE, BLXTHEWOOD, SC 29016

Telephone: (home) 803-413-7009 (cell) (work) 803-737-1849

Office Address: 955 PARK ST. COLUMBIA, SC 29202

Email Address: JOHNBAXTER06@YAHOO.COM

Educational Background: ASSOCIATE DEGREE ENGINEERING

Professional Background: BAPTIST PASTOR / SC DOT ASSOCIATE ENGINEER

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

Name of Committee in which interested: PLANNING COMMISSION

Reason for interest: TO CONTINUE TO PROMOTE ECONOMIC DEVELOPMENT  
GROWTH AND FUTURE PLANNING FOR RICHLAND COUNTY

Your characteristics/qualifications, which would be an asset to Committee, Board or  
Commission: AS A 20 PLUS YEAR RESIDENCE OF RICHLAND COUNTY, I BRING HONESTY  
AND COMMITMENT TO THE BETTER THE LIVES OF OUR CITIZENS  
I HAVE OVER 30 YEARS OF PLANNING WORK HISTORY (LAND SURVEYOR  
COMPUTER DESIGN, HIGHWAY PLANNING DEVELOPMENT)

Presently serve on any County Committee, Board or Commission? CENTRAL MIDLANDS COUNCIL OF  
GOVERNMENT

Any other information you wish to give? \_\_\_\_\_

Recommended by Council Member(s): \_\_\_\_\_

Hours willing to commit each month: \_\_\_\_\_

**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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

John K. Beyer  
Applicant's Signature

3/4/2021  
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.**

<b>Staff Use Only</b>	
Date Received: <u>3/5/21</u>	Received by: <u>John</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved	<input type="checkbox"/> Denied <input type="checkbox"/> On file



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

**Applicant MUST reside in Richland County.**

Name: William Alvin McElveen

Home Address: 5 Carol Ct, Ridgeway, S.C.29130 (located in Richland County)

Telephone: (home) 803-543-3972 (work) 803-434-8050

Office Address: Suite 420, 8 Medical Park, Columbia, SC 29203

Email Address:  alvin.mcelveen@uscmed.sc.edu

Educational Background: M.D., Medical College of Georgia: 1974

Professional Background: Neurology. Founder/ President: Bradenton Neurology 1979-2015

Assistant Professor of Clinical Neurology, USC School of Medicine: 2016-present

Male Age: Over 50

Name of Committee in which interested: Richland Memorial Hospital Board of Trustees

Reason for interest: Improvement in patient care for Richland County

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: My Medical knowledge and experience working in hospitals gives me an understanding of the requirements for medical care for the community.

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: AS my position at USC is part-time, I am not limited  
in hours I can contribute.

**CONFLICT OF INTEREST POLICY**

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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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

V. Allen - McLean MD  
Applicant's Signature

February 3, 2021  
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.**

<b>Staff Use Only</b>	
Date Received: <u>2/8/21</u>	Received by: <u>[Signature]</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

**MIKE FANNING**  
SENATOR, CHESTER, FAIRFIELD, & YORK COUNTIES  
SENATORIAL DISTRICT 17

COMMITTEES:  
AGRICULTURE AND NATURAL RESOURCES  
CORRECTIONS AND PENOLOGY  
FISH, GAME AND FORESTRY  
GENERAL  
JUDICIARY



COLUMBIA ADDRESS:  
606 GRESSETTE SENATE BLDG  
POST OFFICE BOX 142  
COLUMBIA, SC 29202  
TEL: (803) 212-6024  
FAX: (803) 212-6299  
EMAIL: MIKEFANNING@SCSENATE.GOV

HOME ADDRESS:  
7825 CAMP WELFARE RD  
GREAT FALLS, SC 29055

February 5, 2021

Richland County Council  
PO Box 192  
Columbia, SC 29202

Dear Members:

I am writing to recommend that you consider Dr. Alvin McElveen for one of the open positions on the Richland Hospital Board of Trustees this year. I have been a friend of Dr. McElveen's family for many years and feel that he could be a tremendous asset to the medical community by serving on the Board.

Dr. McElveen was the founding partner of a very successful neurology practice in Florida for over 35 years. He also owned and directed a clinical research business and participated in over 150 clinical trials over 25 years. Dr. McElveen was very active in his community through serving on committees in the hospitals in the community and volunteer work with the Epilepsy Foundation of SW Florida for over 25 years. Since retiring from private practice, he served as the Director of the USC Neurology Department Memory Clinic at Richland Memorial Hospital for five years. He and his family moved back to South Carolina in 2015 to be near Mrs. McElveen's family who are from Fairfield County.

Dr. McElveen lives in the Blythewood community in Richland County, and I believe that representation from a physician in this part of the county (and near adjoining Fairfield County) would be very helpful to both counties - due to the continued growth in this northeastern portion part of Richland County.

I am pleased to be able to offer this recommendation to you and sincerely hope that you will strongly consider Dr. McElveen for this position. Please don't hesitate to contact me if you have any questions or if I can provide further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael W. Fanning".

**Senator Michael W. Fanning, Ph.D.**  
*District 17: Chester, Fairfield, & York Counties*  
502 Gressette Bldg., P.O. Box 142  
Columbia, South Carolina 29202  
803-212-6108 (office) \* 803-212-6299 (fax)

## **WILLIAM ALVIN McELVEEN, M.D.**

UNIVERSITY OF SOUTH CAROLINA  
Department of Neurology  
8 Medical Park  
Suite 420  
Columbia, SC 29203  
Telephone: 803-434 -8050  
Personal Cell: 803-543-3972

### **EDUCATION**

Emory University: Atlanta, GA  
Dates attended: 1967-70  
Major: PHYSICS  
Honor Societies:       Sigma Pi Sigma (National Physics Honor Society)  
                              Alpha Epsilon Upsilon

Medical College of Georgia: Augusta, GA  
Dates Attended: 1970-74  
Degree Obtained: M.D.

### **POSTGRADUATE TRAINING**

Tucson Hospitals Medical Education Program: Tucson, AZ  
Internship in Internal Medicine: July, 1974-June, 1975  
Resident in Internal Medicine: July, 1975-June, 1976

University of Arizona Department of Neurology  
Neurology Resident: July, 1976-June, 1978  
Chief Resident, Neurology: July, 1978-June, 1979

Multiple Sclerosis Comprehensive Treatment Training Program  
University of Texas Southwestern Medical School June, 2002

### **PRACTICE POSITION**

Bradenton Neurology, Inc. Bradenton, FL 1979-2015 Founder and President

Bradenton Research Center, Bradenton, FL. Principal Investigator 2004-present

UNIVERSITY OF SOUTH CAROLINA  
Department of Neurology  
Assistant Professor of Clinical Neurology  
December, 2016-present

## **BOARD CERTIFICATION**

Diplomate of the American Board of Psychiatry and Neurology, a Member of American Board of Medical Specialties  
Specialty of Neurology, April, 1981  
Subspecialty of Vascular Neurology, May, 2005. Recertification May, 2015

Certified, American Board of Independent Medical Examiners, 1996, 2001, 2006, 2011

## **ACADEMIC POSITION**

Assistant Clinical Professor of Neurology  
University of South Florida, Tampa, FL, Aug, 1981- July, 1985

Neurology Faculty: Manatee Memorial Hospital Residency Training Program, May, 2011-Nov, 2015

Assistant Professor of Clinical Neurology  
Director, Memory Disorders Clinic  
University of South Carolina School of Medicine  
Department of Neurology, Dec 1, 2016-present

## **HOSPITAL STAFF APPOINTMENTS**

Manatee Memorial Hospital, Bradenton, FL: Active Staff 1979-2015

Lakewood Ranch Medical Center, Bradenton, FL: Active Staff 2005-2015  
Medical Director, Stroke Unit, 2009-2015

Blake Medical Center, Bradenton, FL: Active Staff 1979- 2009  
Medical Director, Stroke Program, Blake Medical Center, 2004-2009

Palmetto Richland Hospital, Active Staff, Columbia, SC: 2017-present

## **COMMITTEE ACTIVITIES**

Manatee Memorial Hospital: Medical Executive Committee 1981-83

Manatee Memorial Hospital: Emergency Management Committee 1981-89

Blake Medical Center, Bradenton, FL: Chairman, Neurosciences Committee 2004-2009

## **PROFESSIONAL ORGANIZATIONS**

PROFESS Investigators Advisory Panel 2005

Epilepsy Foundation of Southwest Florida: Professional Advisory Board  
Director, Manatee County Epilepsy Foundation Clinic: 1979-2015

American Academy of Neurology: Active 1981-1998. Fellow 1998-present  
American Academy of Neurology: Critical Care and Emergency Neurology Section  
American Academy of Neurology: Stroke and Vascular Neurology Section  
American Academy of Neurology: Multiple Sclerosis Section

January 11, 2021

American Stroke Association: 2004-present  
Florida Medical Association: 1979-present  
Manatee County Medical Society: 1979-2015  
American Medical Association: 1979-present  
American Society of NeuroImaging: 2000-2010  
American Academy of Physicians and Investigators: 2006-2015

## LICENSURE

Florida: ME 0033896  
South Carolina: MD 13324

## CLINICAL TRIALS

Pincipal Investigator for over 100 clinical trials for pharmaceutical firms including Pfizer, Biogen, Lilly, AZT, Novartis, Bayer, Martek, Takeda, Merck, Roche, Eisai, Glaxo Smith Kline, Ortho McNeil, Allergan, Osmotica, Elan, Genzyme, Grifols, Otsuka, UCB, BioMS, Abbott-Solvay, NINDS/NIH, TEVA

## AWARDS

AMA Physician Recognition Award: 1982, 1985, 1988, 1991, 1994, 1997, 2000, 2004  
AMA Physician Recognition Award with Commendation: 2007, 2010

Epilepsy Foundation of Southwest Florida Outstanding Patient Service Award, 1994

Fellow, American Academy of Neurology, 1998

Strathmore's Who's Who, 1999

Guide To Top Doctors, 1999, 2006: Center for the Study of Services

Marquis "Who's Who in Medicine and Healthcare", 2000-2001

Gold Quill Award for Medical Writing, Manatee Memorial Hospital, November 21, 2000

Voted "Top Doctors Gulf Coast" Best Physicians Neurology, 2009

Top Doctor, US News and World Report 2011

## PUBLICATIONS

McElveen WA. "Post-Herpetic Neuralgia": eMedicine Journal: Neurology [serial online]. April, 2001, volume 2, number 4. Available at <http://www.emedicine.com>

McElveen, WA. "Cerebral Venous Thrombosis": eMedicine Journal: Neurology [serial online]. January 2001, volume 2, number 1. Available at <http://www.emedicine.com>

Dworkin RH et al. "Pregabalin for the Treatment of Postherpetic Neuralgia" Neurology: 2003; 60:1274-1283 (Investigator)

January 11, 2021



McElveen, WA and Alway, D. "Ischemic Stroke and Transient Ischemic Attack: Evaluation and Management" Stroke Essentials for Primary Care Humana Press. 2009

McElveen, WA "Cerebral Venous Thrombosis and Stroke" Stroke Essentials for Primary Care Humana Press. 2009

McElveen, WA and Macko, R. "Ischemic Stroke and Transient Ischemic Attack: Acute Management" Stroke Recovery and Rehabilitation. 2009.

McElveen, WA "Management of Sinovenous Thrombosis" Stroke: A Practical Approach Lippincott Williams & Wilkins. 2009

W McElveen, D Vossler, B Williams, A. Laurenza, A Patten, F Bibbiani. Clinical Laboratory Evaluation and TAEs Related to Cardiac, Hepatic, and Renal Disorders: Perampanel PGTCs Phase III Study 332. Poster Session #: 1.195 American Epilepsy Society. Philadelphia, PA December 5, 2015

### **CONTINUING EDUCATION PRESENTATIONS**

MRI Fellowship Program, CME certification by American Society of Neuroimaging. June 29, 2002, Orlando, FL

MRI Fellowship Program, CME certification by American Society of Neuroimaging, "MRI in Multiple Sclerosis" February 8-9, 2003, Sarasota, FL

Stroke Certification Program, CME certification by Blake Medical Center, "Tools of the Trade...Neurological Assessment" March 9, 2005, Bradenton, FL

Optimizing Stroke Service Line Management, WRG Research, Inc "The Physician as Champion for Stroke Unit" June 21, 2007, Arlington, VA

MRI Fellowship Program, CME certification by American Society of Neuroimaging, MRI Case Presentations. August 2, 2008, Orlando, FL

Anatomy and Physiology 101 for Attorneys National Business Institute, July 26, 2013, Orlando, FL

Alzheimer's University of South Carolina Grand Rounds, Columbia, SC, February 2018

Alzheimer's: The Symptoms and Management. Alzheimer's Association Research Conference: The Power of You. Columbia, SC. November 9, 2019

Dementias: Where we are in 2019 University of South Carolina Grand Rounds, Columbia, SC. February 20, 2019

Aging and the Brain. Palmetto Health Geriatric Symposium, Columbia, SC May 3, 20119

### **OTHER PROFESSIONAL ACTIVITIES**

Reviewer: Elsevier Publications

INC Research: Scientific Protocol Optimization Site Advocacy Group committee member

## REFERENCES

Souvik Sen, M.D.  
Professor and Chairman Neurology Department  
USC School of Medicine  
8 Medical Park, Suite 420  
Columbia, SC 29203

Hamilton Peters, M.D.  
USC School of Medicine  
8 Medical Park, Suite 420  
Columbia, SC 29203

Mike Williams (former CEO, Fairfield Memorial Hospital)  
2174 Smallstown Road  
Winnsboro, SC 29180



+

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

**Applicant MUST reside in Richland County.**

Name: Stacey V. Brennan, MD

Home Address: 207 King Street, Columbia, SC 29205

Telephone: (home) cell: 803-331-3763 (work) 615-782-4662

Office Address: Work from Home

Email Address: max\_field@msn.com (personal) or stacey.brennan@cgsadmin.com (work)

Educational Background: BA, Penn State; MD, University of Pittsburgh; Residency, Richland Memorial Hospital – USC School of Medicine

Professional Background: Family Physician and Medicare Contractor Medical Director; Chief

Medical Officer, Jurisdiction B DME Contract, CGS Administrators, LLC

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

Name of Committee in which interested: Richland Memorial Hospital Board of Trustees

Reason for interest: Please see attachment

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

As a family physician trained at RMH and Richland County resident since 1978, I possess understanding and experience that would benefit the membership of the Board of Trustees. I chose to live in Richland County out of anywhere in the US at the threshold of

my medical career, and have remained loyal to and supportive of all that Richland Memorial has brought to my community. I am quite familiar with the outreach and mission of this hospital. As well, since leaving private practice, my years working with commercial insurers, SC Medicaid and Medicare have given me special perspectives which I may offer in my interactions with the other members of the Board.

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

Any other information you wish to give? Please see my attached resume.

Recommended by Council Member(s): Allison Terracio

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 applies for membership.

51 of 104

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.

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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

03/01/2021  
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.**

<b>Staff Use Only</b>	
Date Received: <u>3/4/21</u>	Received by: <u>[Signature]</u>
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file

## Reason for my interest in serving on the Richland Memorial Hospital Board of Trustees

Stacey V. Brennan MD

As a medical student in the mid 70's, I was directly involved in remarkable changes in the delivery of health care in the US. During this time, there were major life-saving improvements, including the initiation of the CT scan, the coronary artery bypass graft operation and the invention of H2 antagonists (i.e., cimetidine). As well, health care became a right, and was no longer considered a privilege. Next, the importance of the primary care physician came to the forefront of the nation with the organization of the American Academy of Family Practice and the initiation of Family Medicine Residencies. Richland Memorial Hospital (RMH) offered one of the country's finest and first family medicine residencies, and was a part of a state-wide network which received significant funding by the legislature. I matched with the residency here, and with my husband who sought a career in architecture, drove in the heat of June to Columbia, at the time an "all-American city". At the time, RMH had combined with the USC School of Medicine to educate students and residents of many specialties. Some of the best teachers in medicine and surgery were and still are here, and I met many dedicated employees - nurses, administrators, therapists and support people – then, and such dedicated essential workers are here still. RMH has changed its name as a result of associations necessary to survive, but has not changed in its mission to provide the best health care to all of the residents, young and old, of Richland County. For 17 years after I graduated from my residency, I admitted my patients to Richland Memorial, received newborns to my practice from there, met my patients in the ER at night, referred patients to specialists on staff, and supported the hospital with my time serving in the department of family medicine. I have missed it since I have been working in administrative medicine. Now it is time for me to "pay back" those who gave me their time and expertise which led to my successful and satisfying career.

## **Stacey Van Pelt Brennan, MD, FAAFP**

207 King Street, Columbia, SC 29205

Cell 803-331-3763

Work 615-782-4662

[max\\_field@msn.com](mailto:max_field@msn.com) or [stacey.brennan@cgsadmin.com](mailto:stacey.brennan@cgsadmin.com)

### **Industry Experience**

I have been a physician for over 40 years, with 22 years of experience as a medical director. Most recently, I have been the DME MAC Jurisdiction B Medical Director (DMD) for CGS Administrators, LLC (CGS), a subsidiary of Blue Cross Blue Shield of South Carolina, since July 2016.

My current responsibilities as a DMD include authoring new or modifying existing durable medical equipment and prosthetics, orthotics and supplies (DMEPOS) Local Coverage Determinations (LCDs) for Fee for Service Medicare beneficiaries under The Centers for Medicare and Medicaid Services (CMS). I also provide policy interpretation and coverage determinations as determined based upon LCDs, National Coverage Determinations (NCDs) and Manuals/Laws for suppliers, providers and internal associates. I participate in correct coding of devices as well as pricing determinations. The Jurisdiction B DME contract pays claims for over 6.5 million beneficiaries residing in seven Midwestern states. Although I work remotely from my home in Columbia, SC, my corporate office is in Nashville, Tennessee.

### **Past Experience in Government Programs**

Prior to joining CGS Administrators, I served in the same role for National Government Services, a subsidiary of Anthem from 2010 until 2016. From November 2009 to December 2010, I served as the medical director in the State Sponsored Business Division for WellPoint (Anthem) in Managed Care Medicaid where I was the West Virginia (Unicare) and South Carolina (BlueChoice Medicaid) Medical Director, working in medical management for their Medicaid enrollees.

My work with Medicare contracts started in 2004 when I served as the Medicare Region C DMERC DMD. At the same time, I assumed the role (part-time) as the Medical Director of InStil Health Insurance Company, which oversaw Medicare Advantage (Part C) and Part D Plan products and a Tricare Management Activity contract acting under Humana, all while employed at PalmettoGBA in Columbia. After this contract in DMEPOS ended, I served as Contractor Medical Director of the QIC West Part B/DME for fourteen months (an appeals contractor for CMS). In 2006, I moved to the Medicare Part A and RHHI contract for the Fiscal Intermediary, PalmettoGBA, overseeing Part A (mostly hospital) medical policies for NC and SC, home health and hospice.

### **Past Experience in Managed Care**

I left private practice in 1998 to serve full time as the Medical Director of HMO Blue, and later as the State of South Carolina Employees Health Plan and Federal Employees Plan Medical Director for South Carolina, until 2004.

## **Stacey Van Pelt Brennan, MD, FAAFP**

207 King Street, Columbia, SC 29205

Cell 803-331-3763

Work 615-782-4662

[max\\_field@msn.com](mailto:max_field@msn.com) or [stacey.brennan@cgsadmin.com](mailto:stacey.brennan@cgsadmin.com)

### **Education and Training**

#### **Bachelor of General Arts and Science, cum Laude**

The Pennsylvania State University, 1974

#### **Medical Doctorate**

University of Pittsburgh School of Medicine, 1978

#### **Family Practice Residency, Richland Memorial Hospital**

Affiliated with the University of South Carolina School of Medicine, 1978-1981

Chief Medical Resident, 1981

#### **Board Certification, American Board of Family Medicine**

Initial 1981; Recertified 1987, 1993, 1999, 2005, 2012

Fellow, American Academy of Family Medicine

**Licensure:** Active standing as Medical Doctor with the Board of Medical Examiners, the State of South Carolina, since 1979. License number is SC9300. NPI is 1609996727.

### **Other career experiences:**

#### **Baptist Home Care of South Carolina**

**Medical Director, Home Health Agency**

1992-1996

#### **South Carolina Episcopal Home at Still Hopes, and Brian Center**

**Medical Director of Skilled Nursing Facilities**

1989-1991

#### **College Physician and Clinic Director, Columbia College**

1981-2002

#### **Private Practice locations, South Carolina 1981-1998**

Baptist Physician Partners, 1333 Taylor St, Columbia, SC 29201

Harbison Medical Associates, Columbia, SC 29212

Family Practice Associates of Columbia, Two Notch Rd., Columbia, SC 29223

Dept. of Family Medicine, Richland Memorial Hospital Family Practice Center, Columbia, SC 29203

Springwood Lake Family Practice Center, Columbia, SC 29223

## **Stacey Van Pelt Brennan, MD, FAAFP**

207 King Street, Columbia, SC 29205

Cell 803-331-3763

Work 615-782-4662

[max\\_field@msn.com](mailto:max_field@msn.com) or [stacey.brennan@cgsadmin.com](mailto:stacey.brennan@cgsadmin.com)

### **Professional Memberships**

- SC Academy of Family Physicians
- American Academy of Family Physicians
- Columbia Medical Society

### **Professional and Community Activities**

- SC Academy of Family Physicians; Committee on Legislation and Government, 1998-2007, 2010, 2020-; Membership Committee, 1990-1995; Chair, Committee on Minority Health, 1986-1988
- Columbia Medical Society; Executive Committee Member, 1995-1998, 2008-2015; Secretary, 2009-2011, Vice President, 1996
- SC Medical Association CME Committee, 1998-2004, 2007- 2009.
- Baptist Medical Center of Columbia; Departmental Vice Chief or Chief, 1992-1998
- Richland Memorial Hospital, Columbia; Family Practice Clinical Department, Chair, 1986-1987
- SC Medical Care Foundation; Family Practice Peer Review Committee, 1984-1990
- Volunteer Physician, Columbia Free Medical Clinic, and organizing founder.
- Richland County School District I, Health Education Advisory Committee, 1988 – 1996, 1999– 2002; Medical Advisory Committee, 1996 – 1998.
- Member, Board of Directors, Children’s Chance (advocacy group for children with cancer), November 2000 - 2002
- Member, Board of Directors, Adoption Center of South Carolina, Inc., 1993 – 1996
- Board Member, AIDS Benefit Foundation, 2000-2004
- Chair, School Improvement Council, Dreher High School, 2000 – 2002
- Member, Educational Foundations, A.C. Moore Elementary School and Hand Middle School (President, 1994 – 1997)
- Member of the Board of Trustees (2013-2020) and Chair (2016-2019) of the Presbyterian Communities of South Carolina (PCSC), a CCRC with six locations in South Carolina
- Member of Board, PCSC Foundation, 2021+

### **Personal Activities and Interests**

With my husband Jim, I have had the pleasure of supporting several community-wide organizations and charities through the years, including The SC Philharmonic, The Animal Mission, Family Promise, Harvest Hope, The American Heart Association, Historic Columbia, SC ETV, The Columbia Art Museum and The University of SC School of Music. As a woman physician, mother and grandmother interested in the health of our community, and career opportunities for women, I have participated in activities of support for Richland County First Steps, Planned Parenthood of the South Atlantic, The Girl Scouts of SC Mountains to Midlands, WREN and Women in Leadership. I am very involved in my church, Shandon Presbyterian, serving as an elder, a trustee, a Sunday School teacher, and member of the Chancel Choir. I enjoy gardening, traveling and spending time with my wonderful grandchildren.





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

**Applicant MUST reside in Richland County.**

Name: Virginia L. Crocker

Home Address: 23 Millponf Columbia, South Carolina 292904

Telephone: (home) 803.960.0267 (work) 803.896.5100

Office Address: Public Service Commission 101 Executive Center, Suite 100 Columbia 20210

Email Address: vcrocker@sc.rr.com

Educational Background: BA Columbia College Speech and Drama

Professional Background: Former Legislator, Workers Compensation Commissioner

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

Name of Committee in which interested: Richland Memorial Hospital, Riverbanks Park

Reason for interest: Prior service on the hospital Board, Hospitality Development interest  
I'm happy to serve in any capacity

Your characteristics/qualifications, which would be an asset to Committee, Board or  
Commission:  
Prior public service throughout my career both in elected positions and appointed positions

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: Whatever is required

**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.

Because of my employment as a Senior Paralegal at the Public Service Commission of South C. I am under the Judicial Code of Conduct which does not allow me to request donations from anyone.

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 <sup>x</sup> \_\_\_\_\_


**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 <sup>x</sup> \_\_\_\_\_

If so, describe: \_\_\_\_\_

\_\_\_\_\_

  
Virginia L. Crocker

Applicant's Signature

February 23, 2021

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.**

*Virginia L. Crocker*

**Applications are current for one year.**

<b>Staff Use Only</b>	
Date Received: <u>3/5/21</u>	Received by: <u>JHUW</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

**VIRGINIA LEAMAN CROCKER**  
**803.738.9322 Home**

**VCROCKER@SC.RR.COM**  
**803.960.0267 Cell**

Virginia Crocker is a native of Clinton, South Carolina and a graduate of Columbia College with a degree in Speech and Drama and a minor in Political Science. Upon graduation from Columbia College, she joined the staff of Governor John C. West. She then served as a member of the South Carolina House of Representatives representing Laurens County from 1978 through 1984. While serving in the House, she was Assistant Director of Admissions and Director of Special Projects at Presbyterian College in Clinton. In the House, she served on the Labor, Commerce, and Industry Committee, the State House Committee; and as House Majority Whip. She was awarded the Legislator of the Year Award from both the South Carolina Education Association and the South Carolina School Boards Association for her contribution to the Education Improvement act of 1984. She is an honorary alumna of Presbyterian College.

Governor Richard W. Riley appointed her to the Workers' Compensation Commission in 1984 where she served until 1992. While on the Commission, she served as Vice-Chair and was instrumental in reforming the policies and procedures of the Commission and writing the current rules and regulations.

In 1996 she was named Executive Director of the House Democratic Caucus where she worked with then Caucus Leader, Representative Jim Hodges. In 1998, she joined Representative Hodges' campaign staff. In January 1999, Governor Hodges appointed her to his staff in the position of Director of Intergovernmental and Community Relations; where she served throughout his term.

She is a former member of the Board of Visitors of Presbyterian College and Columbia College. Additionally, she served as the Governor's representative on the Board of the North Carolina Healthcare Information and Communication Alliance, Inc. In 1999 she received the South Carolina Rural Health Association's Presidential Award of Merit for her work in improving healthcare in rural South Carolina. In 2002, Governor Jim Hodges appointed her to the State Commission on National and Community Service and the State Museum Board of Trustees. Additionally, Richland County Council appointed her to serve as a Trustee of Palmetto Richland Memorial Hospital Board. She is also a former member of the South Carolina Independent College and University Board of Trustees.

In 2004, she worked with the Democratic Party of South Carolina coordinating South Carolina's first Democratic Presidential Preference Primary and then served on the campaign staff of Inez Tenenbaum for the United States Senate. In 2006 she coordinated disaster relief for the Gulf Coast Evacuees of Hurricanes Katrina and Rita in the State of South Carolina through the South Carolina Emergency Management Division.

In 2007, she returned to the South Carolina Workers' Compensation Commission as Judicial Director where she served until 2014 when she left the Commission to serve as a mediator. She was awarded the Friend of the Little Man by the Injured Workers' Advocates of South Carolina in 2014. She currently serves as a member of the Voorhees College Board of Trustees and the Palmetto Health Foundation Board of Directors.

As a result of the statewide devastation of the October, 2015 record rainfall, she was asked by the Mayor of Columbia and the Director of the State Emergency Management Division to assist in coordinating the recovery efforts in collaboration with South Carolina Emergency Management, the City of Columbia, State Government; and all volunteer organizations involved in the recovery effort. She currently serves as the United Way of the Midlands representative on the LongTerm Recovery Group (LTRG). She currently serves as Senior Paralegal at the Public Service Commission of South Carolina.



**APPLICATION FOR SERVICE  
COMMITTEE, BOARD OR**

**ON RICHLAND COUNTY  
COMMISSION**

**Applicant MUST reside in Richland County.**

Name: Raquel Michelle Richardson Thomas

Home Address: 617 Lady Street Columbia SC 29201

Telephone: (home) 443-695-0301 (work) 803-470-6273

Office Address: n/a

Email Address: raquelmrichardson@gmail.com

Educational Background: Bachelor of Business Marketing and Master of Business Administration

Professional Background: Local Business Owner, Business and Leadership Coach, Professor,  
Author

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

Name of Committee in which interested: Richland Memorial Hospital Board of Trustees

Reason for interest: As a community builder and advocate I want to focus on population health, community health initiatives and become an active voice for underserved communities as it pertains to living healthy lives.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:  
Community builder and advocate, business background, strategic, organized, team oriented, philanthropist, effective communicator,

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

Any other information you wish to give?     

Recommended by Council Member(s): Paul Livingston

Hours willing to commit each month: 20 (Flexible)

**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

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.*

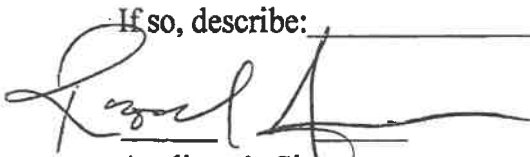
Yes \_\_\_\_\_ No   x   \_\_\_\_\_

**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   x   \_\_\_\_\_ No   x   \_\_\_\_\_

If so, describe: \_\_\_\_\_



Applicant's Signature

Date   12/11/2020  

**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.**

Date Received: 12/11/20  
\_\_\_\_\_

Received by:  
MMO

Date Sent to Council:

Status of Application:  Approved  Denied  On file

2

## **Raquel M. R. Thomas**

617 Lady Street ▶ Columbia, SC 29201 ▶ Cell: 443.695.0301 ▶ Raquel@raquelmrthomas.com ▶ www.raquelmrthomas.com

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### **ESTABLISHED BUSINESS & LEADERSHIP CONSULTANT, COACH, INSTRUCTOR, and AUTHOR**

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**Career history includes automotive industry corporate management, business and leadership coach, experience with business investments, business ownership of Dream Catchers Corporation, R6 Enterprises and former owner of Children of Tomorrow Corp, College Professor, Certified Coach, Speaker and Trainer, Political Candidate School Board Commissioner**

*Business and Leadership Consultant ▶ Professor ▶ Instructor ▶ Childcare Education ▶ Business and Leadership Coach ▶ Business Organization and Structure Consultation ▶ Management ▶ Corporate Communications ▶ Customer Service ▶ Retail Marketing ▶ Business Development ▶ Author*

**Results:** Driven professional offering progressive experience in business, leadership and entrepreneurship. Business professor/instructor, primary and secondary education curriculum creator, retail sales and wholesale experience, automotive sales and retail marketing. Provide real life experience for business college students. Maximize company sales and revenue growth. Develops marketing initiatives to maximize company's revenue growth. Motivates, unites, and drives high performance teams to achieve company goals within time and budget constraints.

### **SELECT ACCOMPLISHMENTS**

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- Creator of Young Bosses Entrepreneurs summer camp for youth participants providing business, leadership and entrepreneurship training.
- Produced and launched The Business Bootcamp Conference for youth and adult entrepreneurs.
- Creator of Wizzievile Adventures Kid entrepreneur book series with state standards for career and college readiness.
- Developed professional trainings for corporations, communities, and youth.
- Created entrepreneurship and leadership curriculum for youth and adult students with interactive business workbook.
- Created and launched early childcare program with learning curriculum approved by the state of Maryland.
- Improved childcare revenue in 2016 87% year over year.
- Created Dream Catchers Academy master entrepreneurship online course for students nationally and internationally.
- Self-published seven books of literature and provide manuscript publishing consultation to clients.
- Improved the Baltimore Metro dealerships 2013 overall sales 5.2% vs. 2012; respectively compared to 3.7% increase in regional overall sales. Accomplished in 2013 a 16.9% market share increase vs. 14% in 2012.
- Increased Baltimore Metro dealerships sales efficiency in 2013 to 114% vs. 107% in 2012 increasing the Baltimore Metro total sales volume compared to competitors.
- Achieved 105.1% of wholesale target in 2013 generating over \$5.7 million in revenue for Baltimore Metro dealerships.

### **PROFESSIONAL SUMMARY**

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**Allen University & Benedict College, Professor**

**2019-Current**

Professor for the Division of Business and Entrepreneurship with the primary function of preparing business students for the world of free enterprise. Provide advisement for students preparing for graduation as their academic advisor. Assist with preparing and presenting course materials provided by the college with a real-world component as an active entrepreneur. Develop syllabi, facilitate lectures, assign course work and supervise test/skill assessments. Founder of Women in Business Association for all women on campus.

**Dream Catchers Corporation, Owner/Coach/Author/Instructor/Consultant** **2013-Current**  
Certified business and leadership coach training corporate offices, professionals, entrepreneurs and small businesses. Business and entrepreneurship curricula focused. Business leadership coaching and training with a concentration in diversity and inclusion, professional development training and business leadership for corporations. Concentration of building and selling businesses. Producer of business conferences and master classes. Producer of learning academies and online learning courses. Consultant for self-publishing authors of fiction and non-fiction literature.

**Children of Tomorrow Learning Center & Child Care, Corp, Owner** **2014-2018**  
Created and launched curriculum within childcare facility. Managed staff and all human resource functions. Responsible for yearly budget for all programs throughout the school year and summer program. Improved profitability by 87% in 2016. Tripled childcare enrollment from 2015 to 2016. Accomplished level II of Maryland Excels Certification and maintain 100% staff credentialing with the state of Maryland.

**TOYOTA, Central Atlantic Regional Headquarters, Regional Sales Manager Toyota** **2009-2014**  
Improved the Baltimore Metro dealership profitability over \$5.7 million in 2013. Created dealership sales plans based on inventory availability. Budgeted finances for sales training and created learning curriculums to enhance product knowledge. Provided feedback regarding dealership advertising and marketing plans to maximize inventory and regional incentives. Analyzed and reviewed sales reports to assist dealerships with identifying opportunities to increase market share. Worked with dealerships to ensure product knowledge, training/certification and customer satisfaction.

**TOYOTA, Central Atlantic Regional Headquarters, Regional Sales Manager Scion** **2009-2009**  
Developed dealership marketing initiatives to successfully sale inventory. Promoted and coordinated marketing events to maximize sales and to create brand awareness with attendance averaging 250 guests. Created contracts with numerous marketing vendors to enhanced marketing events not exceeding a \$20,000 budget per event. Supported community services to build relationships within the community and developed brand representation.

**TOYOTA, Central Atlantic Regional Headquarters, Regional Service & Parts Manager** **2007-2009**  
Ensured dealer participation in marketing programs to achieve district product and sales objectives. Supported the achievement of regional customer satisfaction and retention goals by reviewing and providing best practices to dealers. Monitored dealer warranty expense and goodwill claims within the district.

**TOYOTA, Toyota Motor Sales, USA, Inc., Management Trainee** **2006-2007**  
Handled dispute resolution with Lexus customers to ensure customer loyalty. Supported marketing promotions for service and parts operations. Traveled and managed dealership conferences with Toyota senior representatives. Conducted dealership audits and consultations for Toyota Rent a Car throughout the USA. Forecasted sales objectives by vehicle line to ensure dealer orders met market demands.

**TOYOTA, Priority Toyota, New and Used Inventory Sales Consultant** **2004-2006**  
Maximized company retail sales and revenue growth. Supported monthly marketing concentrated vehicles. Accomplished individual sales objectives per month. Responsible for achieving sales certification and assisted with organizing staff training. Worked effectively with sales management staff to attain sales objectives.

## **GALLUP STRENGTHS**

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Relator, Focus, Achiever, Futuristic and Strategic



## **AWARDS & Organizations**

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John C. Maxwell Certified Coach, Speaker, and Trainer, Benedict College Business Advisory Board of the Tyrone Adam Burroughs School of Business & Entrepreneurship, Core Team Committee United Way of the Midlands, Member of Junior League of Columbia, Founder of Women in Business Association at Allen University, Founder of Business Boot Camp Conference, Executive Director and founder of Dream Catchers Foundation, Director of Emerge SC, Board Member of W. J. Keenan Leadership Career Magnet Program, Board Member of South Carolina Black Pages, Director and Member of Youth Services South Carolina Black Pride, Board Member of The Gathering, 20 Under 40 Award Black Pages South Carolina, Maryland Excels Level II Childcare Center, Maryland State Department of Education Credential, National Association of Professional Women -VIP Woman of the Year Circle, National Association of Professional Women – Award of Excellence and Dedication, The Obsidian Award, Collegiate Basketball Player

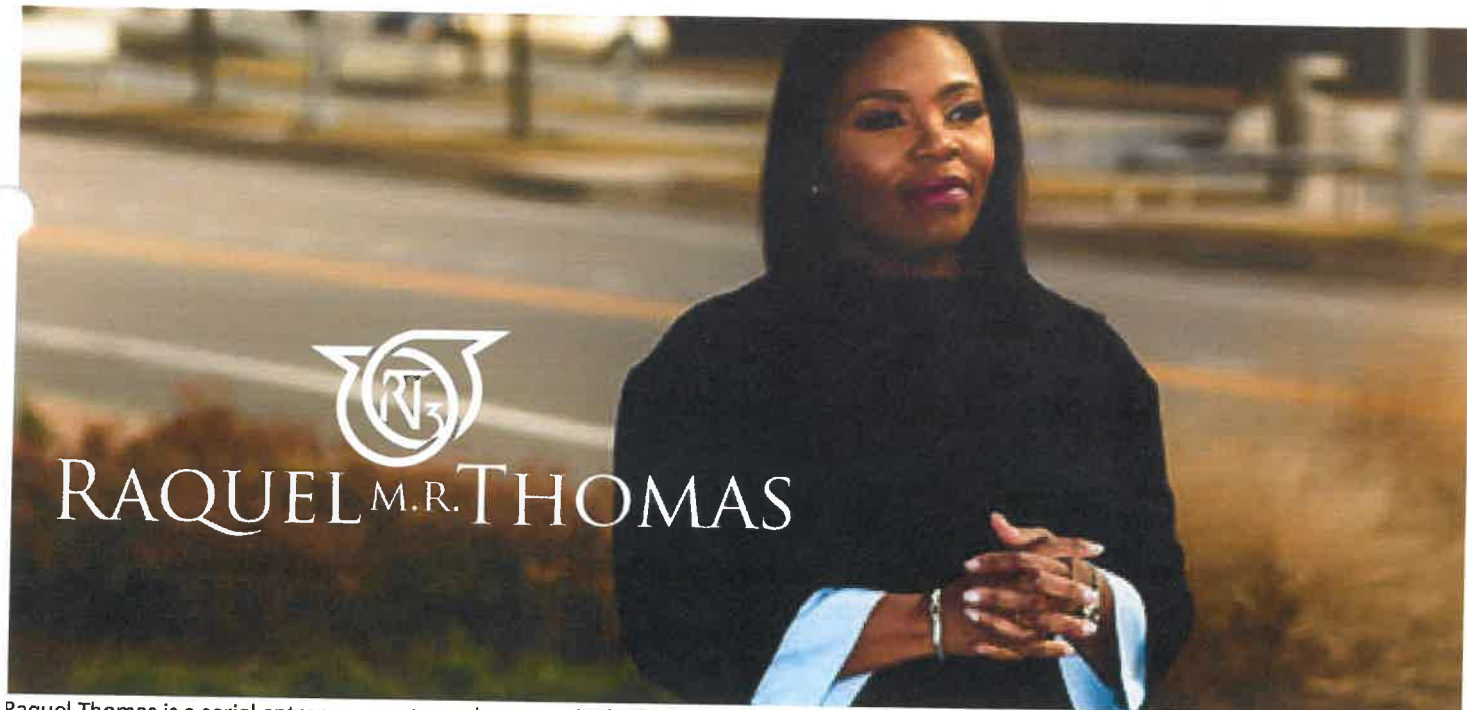
## **CREDENTIALS**

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**Master of Business Administration**, University of Maryland University College; 2010

**Bachelor of Science Business Marketing**, Virginia State University; 2005

**Certification of Business Leadership**, John C. Maxwell; 2018



# RAQUEL M.R. THOMAS

Raquel Thomas is a serial entrepreneur turned community builder and servant. A native of Columbia, South Carolina, Raquel took a broken childhood and used it to fuel her passion and purpose. A former high school athlete turned collegiate athletic scholar; Raquel's first love was basketball. She lettered in 4 sports at Dreher High School in Columbia to include: basketball, volleyball, soccer and track & field. Raquel graduated from Virginia State University with a degree in Business Marketing and went on to earn a Master's in Business Administration from the University of Maryland University College.

After graduating, Raquel went to work for the automotive giant Toyota Motor Sales, Inc. as a Regional Sales Manager. At Toyota, Raquel worked with the Baltimore Metro dealerships to increase profitability and to identify opportunities to increase market share. After 8 years at Toyota, Raquel decided to venture into entrepreneurship and opened her first daycare, Children of Tomorrow Learning Center & Child Care. A year later, she opened DMR Fashion, a retail store for children, women and men whose clothing provides messages to empower individuals to become their best. Simultaneously, Raquel opened The Museum Shop, an upscale urban clothing retail store in Washington, DC. Raquel is also a published author of seven Best Selling Books.

Raquel's passion for children and her community continued to tug at her heartstrings so she created Dream Catchers Foundation where she teaches the youth entrepreneurship. Dream Catchers Foundation is a non-profit organization for children who dare to dream. The Foundation's mission is to teach and demonstrate to children that dreamers can catch their dreams by living healthy, productive, goal driven lives. Raquel hosts free seminars and events for children throughout the year to include her annual summer camp and Young Bosses Entrepreneur Camp.

After over a decade of working and living in the DMV area, in 2017, Raquel decided to move back to Columbia, SC to enrich the very community she was raised in. Now a resident of Columbia, SC, Raquel continues to run several successful businesses and recently opened a Southern Soul Food Restaurant Called the Gold Den. A mother of two, Raquel is focused on building her community.



Raquel has dedicated her life to enriching, empowering and equipping women and children. She is the author of seven books, to include *What Becomes of a Broken Soul*, *Shifting into Purpose: The Journey to Entrepreneurship* a workbook for novice entrepreneurs and the children's series of 5 books *Wizzieville Adventures*. Raquel teaches entrepreneurship and business at several colleges and universities. As a community builder, Raquel has been recognized by the National Association of Professional Women as the VIP Woman of the Year and earned an Award of Achievement and has been recognized by SC Black Pages as a Top 20 Under 40 Professional. Raquel also serves as a Board Member of Benedict College Business Program, a member of Junior League, Keenan High School Magnet Program Advisory Board and is a mentor at the Department of Juvenile Justice and more.



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

**Applicant MUST reside in Richland County.**

Name: Millisa M. Bates (Millie)  
Home Address: 1534 Idalia Drive, Columbia 29206  
Telephone: (home) 803.917.1175 (work) 803.777.2424  
Office Address: USC Biological Sciences, 700 Sumter St. #401, 29208  
Email Address: millie.m.bates@gmail.com  
Educational Background: MS. Biology, MBA Moore School  
Professional Background: Biosciences (research, sales, teaching). Resume attached  
Male  Female  Age: 18-25  26-50  Over 50   
Name of Committee in which interested: Richland Memorial Hospital  
Reason for interest: I am now able to volunteer my time and assets. Also I was my husband's caregiver and navigated local hospitals as well as Wake Forest and MD Anderson  
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:  
I have a biosciences background, worked in medical research and medical sales. Currently in my 13<sup>th</sup> year in Biological Sciences teaching  
Presently serve on any County Committee, Board or Commission? N/A  
Any other information you wish to give? Resume attached  
Recommended by Council Member(s): N/A  
Hours willing to commit each month: whatever needed

**CONFLICT OF INTEREST POLICY**

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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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Melissa M. Bates 3/4/21  
Applicant's Signature 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.**

<b>Staff Use Only</b>	
Date Received: <u>3/5/21</u>	Received by: <u>John D</u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved 68 <input checked="" type="checkbox"/> Denied <input type="checkbox"/> On file	

**Millisa Marcengill Bates**  
1534 Idalia Drive Columbia, SC 29206  
+1 (803) 917-1175 millie.m.bates@gmail.com

## PROFESSIONAL SUMMARY

MBA with International Business certificate and graduate degree in Biology

## EXPERIENCE

UNIVERSITY OF SOUTH CAROLINA

Columbia, SC USA

**Adjunct Professor, Department of Biology**

January 2009 – present

Serve as lecturer and lab coordinator for introductory Biology course and Anatomy and Physiology.

- Lecture, Instruct and coordinate lab sections, order all supplies, supervise teaching assistants
- Introduced technology curriculum changes that have led to overall higher averages and student success
- Effectively communicate science concepts to non-science audience; Overall instructor evaluation 2020: 4.7 on a 5.0 scale.

SONOCO

Hartsville, SC USA

**Global Expansion Strategy Consulting Project, MBA**

January 2014-May 2014

Created a go-to-market strategy for entering a South East Asian market with a competitive intelligence team

- Worked with Director of Marketing to research market segmentation and business acquisition opportunities
- Explored new partnerships in target market to increase market share by millions of dollars

AMERICAN RED CROSS

Washington, DC USA

**Territory Manager, Tissue Services**

August 1996 – January 2005

Managed competitive, multi-state territory marketing various surgical products to decision makers within hospitals and physician offices.

- Recognized as “Top Sales Performer” and consistently achieved sales goals in excess of \$500,000
- Supervisory experience as a Senior sales representative, training and working along with the sales team
- Determined territory breakdown and identified growth by segmenting hospitals’ specialties and bed size

CAROLINAS MEDICAL CENTER

Charlotte, NC USA

**Research Technician II**

August 1994 – August 1996

Provided research support for the Emergency Medicine Department focused primarily on heart studies. Basic science research in the laboratory created synergy with clinical studies in the hospital.

- Led various projects involving small animal studies, biochemical assays and tissue analyses.
- Cultured cells for fluorescence microscopy studies.
- Presented research at *International Society for Heart Research* London, Ontario.

## EDUCATION

MOORE SCHOOL OF BUSINESS, University of South Carolina

Columbia, SC USA

**Master of Business Administration, International Business certificate**

August 2014

Jim Hodges Scholar to China, Honor Society

UNIVERSITY OF NORTH CAROLINA

Charlotte, NC USA

**Master of Science, Biology**

August 1994

Published thesis research in *Journal of Molecular & Cellular Cardiology*

ERSKINE COLLEGE

Due West, SC USA

**Bachelor of Science, Biology**

May 1992

Class President, Omicron Delta Kappa Honor Society, Distinguished Student Service Award

## IT SKILLS

MS Office

**COMMUNITY INVOLVEMENT** Athletic Booster Club, Basketball Coach, Rosewood Elementary Foundation Board Member, Montessori Children’s House Board Member, Presbyterian Women’s Council



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

**Applicant MUST reside in Richland County.**

Name: Lisa Ellis

Home Address: 7025 John Edward Street, Columbia, SC 29209

Telephone: (home) (803) 231-8528 (work) (803) 691-4090

Office Address: 10901 Wilson Boulevard, Blythewood, SC 29016

Email Address: leellis75@yahoo.com

Educational Background: BA- English, MS- Forest Resources, MA- Organizational Leadership

Professional Background: High school teacher ; Director of Student Activities

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

Name of Committee in which interested: River Alliance Board

Reason for interest: Our rivers are precious, and I want to make sure they are taken care of.

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

I have an advanced degree in running an organization. Strong characteristics include attention to detail, event planning, and strong oral & written skills.

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

Any other information you wish to give? I am ready to serve Richland County.

Recommended by Council Member(s): \_\_\_\_\_

Hours willing to commit each month: 5-10 hours

**CONFLICT OF INTEREST POLICY**

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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 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Lisa Ellis  
Applicant's Signature

2/25/2021  
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

# COUNCIL RULES OF RICHLAND COUNTY COUNCIL RULES

## TABLE OF CONTENTS

### RULE I-MEETINGS

- 1.0 Authority
- 1.1 Applicable Law 1.1 Purpose and Scope
- 1.2 Procedure
- 1.3 Open Meetings
- ~~1.4 Closed Meetings~~
- ~~1.51.4 Dates/Times~~ 1.4 Executive Sessions
  - a) Regular
  - b) Special
  - c) Zoning Public Hearing
- ~~1.61.5~~ Quorum
- ~~1.71.6~~ Agenda
  - a) Compilation
  - b) Placing on Agenda-Methods
  - c) Order
  - d) Additions

### RULE II-THE CHAIR

- 2.1 Call to Order
- 2.2 Preservation of Order
- 2.3 Transgressions of Order
- ~~2.4 Points of Order~~ 2.4 Censure
- ~~2.5 Participation~~ 2.5 Points of Order. Appeal
- ~~2.6 Election~~ 2.6 Participation
- ~~2.7 Vice Chair~~ 2.7 Election
- ~~2.8 Signatures~~ 2.8 Vice Chair
- ~~2.8~~ 2.9 Signatures

### RULE III-MEMBERS AND MEMBERSHIP

- 3.1 Seating
- 3.2 Attendance
- 3.3 Call to Order
- 3.4 Speaking
- 3.5 Original Papers

### RULE IV-COMMITTEES

- 4.1 Standing Committees
  - a) Administration and Finance Committee
  - b) Development and Services Committee



c)	Rules and Appointments		
d)	Economic Development Committee		
4.2	Organization		
4.3	Jurisdiction		
4.4	Agendas		
4.5	Meetings		
4.6	<del>Reports</del>	4.6	<u>Legislative Action</u>
4.7	<del>Recommitting</del>	4.7	<u>Reports</u>
4.8	<del>Budget Work Sessions</del>	4.8	<u>Recommitting</u>
<u>4.9</u>	<u>Motions Forwarded to a Committee</u>	<u>4.9</u>	<u>Budget Work Sessions</u>
<del>4.9</del>	<del>Committee</del>	<u>4.10</u>	<u>Motions Forwarded to a</u>
			<u>Committee</u>

## RULES V LEGISLATIVE ACTION

5.1	Emergency Ordinances		
5.2	Other Ordinances-Required Readings		
5.3	Levying Tax-Incurring Debt-Amending Budget		
5.4	Public Hearings		
5.5	Second Reading		
5.6	Third Reading		
5.7	Debate		
5.8	Motions During Debate		
5.9	Substitute Motions		
5.10	Amendments		
<del>5.11</del>	<del>Closing Debate</del>		
	<del>5.11</del>	<del>5.11</del>	
	<del>5.12</del>	<del>Withdrawing Motions</del>	
<del>5.13</del>	<del>5.12</del>	<u>Privileged Motions</u>	
<del>5.14</del>	<del>5.13</del>	<u>Nondebatable Motions</u>	
<del>5.15</del>	<del>5.14</del>	<u>Suspending Motions</u>	
<del>5.16</del>	<del>5.15</del>	<u>Motion to Recess</u>	
<del>5.17</del>	<del>5.16</del>	<u>Motion to Strike</u>	
<del>5.17</del>	<del>Rejected Motions</del>		
	<del>5.16</del>	<u>Delays</u>	
	<del>5.18</del>	<del>5.17</del>	
	<del>5.19</del>	<u>Delays</u>	
	<del>5.20</del>	<u>Defeated Actions</u>	
<u>5.18</u>	<u>Voting</u>		
<u>5.19</u>	<u>Voting for Board and Committee Appointments</u>		
<del>5.21</del>	<del>5.20</del>	<u>Dividing Question</u>	
<del>5.22</del>	<del>Dividing Question</del>		
<del>5.23</del>	<del>5.21</del>	<u>Reconsideration</u>	
<del>5.24</del>	<del>5.22</del>	<u>Public Inspection</u>	
<del>5.25</del>	<del>5.23</del>	<u>Resolutions</u>	
<del>5.26</del>	<del>5.24</del>	<u>Proclamations</u>	

## RULE VI-RULE CHANGES

6.1 Suspension/Amendments

RULE VII-OFFICIALS TO SERVE THE COUNCIL

7.1 Administrator and Clerk of Council

**RULES OF RICHLAND COUNTY COUNCIL**

**RULE I: MEETINGS**

**1.0 Authority**

~~Pursuant to S.C. Code of Laws, 1976, Section 4-9-110 "... The council shall determine its own rules and order of business..." These rules comply with the provisions of the Home Rule Act.~~

These Rules are adopted pursuant to S.C.Code Ann. Section 4-9-110, which provides that, "[t]he council shall determine its own rules and order of business."

**RULE I: MEETINGS**

**1.1 Applicable Law Purpose and Scope**

~~All meetings are to be conducted in accordance with the general law affecting meetings of public bodies and such special laws pertaining to Richland County as remain applicable under South Carolina Law.~~

These Rules shall apply to all meetings of county council, including committee meetings to assist county council in conducting orderly meetings following parliamentary procedure.

**1.2 Procedure**

In all particular cases not determined covered by these rules or by law, the Chair or other presiding officer shall be guided by "~~Robert's Rules of Order~~", such rules as are set forth in the most recent edition of *Robert's Rules of Order*.

Commented [MO1]: Malinowski inquired if there was a problem with adding a date for Robert's Rules.

### 1.3 Open Meetings

All meetings of Council, which include committee, subcommittee, and advisory committee meetings, shall be open to the public except as provided for in Section 30-4-10 et.seq. of the South Carolina Code of Laws, 1976, as amended. All regular and special called meetings of Council will be broadcast on the County's website, **unless circumstances make it impractical or impossible to broadcast such meeting. This could include technical issues, no access at a given meeting location (e.g., if a meeting is held someplace other than Council's normal meeting place, excessive costs) or other difficulty.** All regular and special called meetings of Council will be video-recorded **unless circumstances make it impractical or impossible to video-record such meeting.**

Public notice of regularly scheduled meetings, special called meetings, and committee meetings will be given ~~pursuant to~~ **in accordance with S.C.Code Ann. Section 30-4-80 of the South Carolina Code of Laws, 1976, as amended, "Notice of meetings of public bodies."**

### 1.4 Closed Meetings **Executive Sessions,**

~~The Council may go into executive session after a motion to do so is made, seconded, and receives a majority plus one vote of those members present, as provided for under the South Carolina Freedom of Information Act, as amended.~~

~~The Chair shall, in announcing executive sessions pursuant to Section 30-4-70(a) of the Code of Laws of South Carolina, cite the specific code section supporting the executive session. In preparing the agenda, the Chair shall cite the specific code section and shall announce the specific purpose of the executive session.~~

~~For the purposes of this section, "specific purpose" means a description of the matter to be discussed as identified in items (1) through (5) of subsection (a) of Section 30-4-70 of the South Carolina Code of Laws, in such terms that the public could identify the parties to a contract, the person being appointed to a public body, the location of any real property being sold or purchased, the parties and specific subject upon which legal advice is being received, and the subject matter of any administrative briefing. In no event shall the Chair announce the name of a classified employee whose employment is being discussed in executive session or the location of any security devices.~~

~~The County Council may hold executive sessions for the purpose of hearing from local and/or state development boards concerning the location of industry when neither the name of the industry nor the location of the property is to be revealed.~~

**In accordance with the South Carolina Freedom of Information Act, "[a] public body may hold a meeting closed to the public" for any of the purposes set forth in S.C.Code Ann. Section 30-4-70. Pursuant to 30-4-70 (b), before going into executive session Council shall vote in**

Commented [MO2]: Terracio suggested adding the reason for the "planned" Executive Session items, and if another one arose, it could be stated on the record.

public on the question and when the vote is favorable, the Chair or presiding officer shall announce the specific purpose of the executive session. **No action may be taken in executive session except to (a) adjourn or (b) return to public session.**

Commented [MO3]: Malinowski requested clarification on the highlighted language.

## 1.5 Dates/Times

- a) **Regular Meetings-** Regular Meetings of County Council shall be held on the first and third Tuesday of each month at 6:00 p.m., **and on other dates and at any other times determined by Council as part of Council's Annual Meeting Schedule approved prior to each calendar year (i.e., a "Regular Meeting" may be held other than on the first and third Tuesday of each month at 6:00 p.m., so long as such meeting is approved by Council as part of its Annual Meeting Schedule).** Further, **unless otherwise scheduled by the Chair for good cause, with the consent of a majority of the Council unless otherwise scheduled by the Chair for good cause, with the consent of a majority of the Council members present, may schedule a regular meeting at other times.** "Good cause" includes, but is not limited to, consideration of County holidays, in which case Council may decide to adjust its meeting schedule accordingly.
- b) **Special Meetings-** Special Meetings may be called by the Chair or a majority of the members of Council provided that twenty-four (24) hours' notice has been given to Council members and the public. The members of Council must be informed of the subject(s) to be discussed at a special meeting. While special called meetings, absent contrary authority, may be held for any purpose Council desires, two frequent reasons necessitating a special meeting include: 1) a special called meeting that is essentially the result of the rescheduling of a meeting that had been regularly scheduled but for whatever reason needs to be moved to a different date or time (i.e., a regular meeting held at a special time not originally scheduled); and 2) a special called meeting to take up a specific matter or matters (i.e.; a "limited purpose" meeting). A special called meeting that is in essence a regular meeting that has been moved to a time not originally scheduled should follow the agenda order set forth in Rule 1.7c) of these rules. A special called meeting that is for a "limited purpose" or "limited purposes" need not follow the agenda order set forth in Rule 1.7c) of these rules, but instead may follow an agenda that is as specific or general as may be necessary for Council to be informed of the purpose(s) of the limited meeting and to carry out the purpose(s) of the limited meeting.

**Electronic Participation-** During any Special Called meeting, not held in conjunction with a regularly scheduled Zoning Public Hearing and Planning Meeting, any Council member may participate in the meeting via electronic participation. **as present for the purposes of a quorum. Any Council member participation electronically shall not be allowed to participate in executive session matters. Should an executive session be**

held, a council member participating electronically may choose to abstain from a vote on the issue discussed in executive session.

Commented [MO4]: Committee will discuss this further when they take up the Horizon meeting motion.

No less than five Council members must be physically present to schedule a Special Called Meeting.

For the purposes of this section, “electronic” participation shall mean videoconferencing or teleconferencing which allows all persons participating in the meeting to hear each other at the same time (and, if videoconferencing, to see each other as well). Electronic participation shall only be allowed in a Special Called meeting of Council.

- c) Zoning Public Hearing Meetings- Zoning public hearing meetings shall be held on the fourth Tuesday of each month at 7:00 p.m., unless otherwise scheduled by the Chair for good cause, with the consent of a majority of the Council members present. “Good cause” includes, but is not limited to, consideration of County holidays, in which case Council may decide to adjust its meeting schedule accordingly.

## 1.6 Quorum

A quorum for the transaction of official business of Council shall consist of six (6) members.

A quorum of a ~~Committee or Subcommittee~~ shall consist of a simple majority of the members comprising said ~~Committee or Subcommittee~~. **A quorum of a committee, subcommittee or advisory committee of Council shall consist of a simple majority of the fixed membership of the committee, subcommittee or advisory committee.**

## 1.7 Agenda

- a) Compilation-The agenda for regular meeting of Council shall be compiled by the Clerk of Council on the Wednesday proceeding the first and third Tuesday of each month. Back-up documents for the agenda for all items must be received by the Clerk of Council by the close of business on the Thursday preceding the meeting at which the item is to be considered.
- b) Placing on Agenda (Methods) - Items for Council consideration is placed on the agenda by any of these methods:
  - 1) Committee action, or
  - 2) Any item defeated, tabled, or not acted on by committee within 90 days of that item having been placed on the committee’s agenda may be placed on the Council agenda when the Clerk’s Office has received a written request

(includes electronic mail or messaging) signed by ~~from~~ three members of Council ~~written request includes electronic mail or messaging~~), or

- 3) Proclamation introduced by one member of Council presented to the Clerk prior to the agenda deadline, or
- 4) Items authorized by ordinance (e.g. appointment and commissioning of Code Enforcement Officers), or
- 5) The item consists of a notice given to the governing body concerning the location of a proposed home for 9 or fewer mentally or physically handicapped persons, or
- 6) In the case of a resolution honoring or recognizing a citizen or organization, the same by unanimous consent may be placed on the agenda and voted on during Council's motion period, or

**[PROPOSED NEW RULE]**

- 7) Administrator's Nomination—this method of placing an item on Council's agenda recognizes that as the County's chief executive officer, the Administrator may from time-to-time have a matter that needs to come before Council that requires action, the delay of which might prejudice the County's interest in a discernable way. In such instances, the Administrator may nominate an item for placement on Council's agenda, and Council may decide to include such item at its pleasure during the adoption of its agenda, or the re-adoption of its agenda should re-adoption be necessary. Any item nominated under this rule:
  - a) must include a representation by the Administrator, orally or in writing, that the item is time sensitive, exigent or of such immediate importance that taking it up later would or could prejudice the County;
  - b) in addition to "a," the Administrator shall provide an explanation as to why the item could not be routed to Council through the committee process or any of the other methods of placement on Council's agenda set forth in 1.7b) 1-6, or, as to 1.7b)1), why committee consideration is not necessary;
  - ~~e) must meet the notice requirements of the South Carolina Freedom of Information Act; and~~
  - d) must be consented to by two-thirds of those members of Council present at the meeting.
- c) Order- the agenda for regular meetings of Council (and those special called meetings that are the result of the rescheduling of a meeting that had been regularly scheduled,

as provided for in Rule 1.5b) of these rules) shall consist of the following categories of business, to be taken up by the Chair in the order listed.

1) Roll Call

4) 2) Invocation.

2) — 3) Pledge of Allegiance.

3) 4) Approval of minutes of previous meetings: a simple majority vote of Council is required to approve minutes. If there are corrections or amendments to the minutes, they may be approved as corrected or amended. Motions to reconsider, rescind, or expunge from the record any previous action must be made prior to adoption of the relevant minutes and any such motion will be placed on the Agenda's Motion Period for debate. Only when an item is expunged can it be reconsidered during the Motion Period. The adopted minutes shall note the motion to reconsider, rescind, or expunge.

4) 5) Adoption of agenda: a two-thirds majority vote, of those present, is required to adopt the agenda.

5) 6) First County Attorney's Report of Executive Session items: The County Attorney shall report only on those Executive Session items in which the County is represented by outside counsel or in which the County has retained the services of a consultant **who is charging the County for services by the hour. In such cases, if it would save the County money to dispose of matters involving outside counsel or consultants at or near the beginning of its meeting, Council may take up such matters during this first Report of Executive Session items. No action shall be taken in executive session. Agenda shall state the reason for Executive Session.** ~~Council shall move to take action or to receive as information each item that has been discussed in executive session.~~

7) 6) Citizen input:

(a) Agenda Items--Each person ~~citizen~~ who has signed the Agenda Items Input List to speak before Council may do so for up to 2 minutes; provided, however, the entire Agenda Items citizen input time shall not exceed 30 minutes, **except by leave of Council.** The Clerk shall be responsible for keeping the time for each speaker, and the timer shall not be started until after the speaker has stated his or her name and address. **Anyone who wishes to speak but did not sign up to speak, or signed up to speak on the wrong Input List, may be allowed to speak at Council's discretion.** Input must pertain to items on the agenda for which no public hearing is required or has been scheduled. Individual members of Council shall not be referred to by name, but instead input should be directed to the full Council. Any material that a **speaker would like** ~~citizen intends~~ to present to Council, including audio and

visual presentations, ~~should be provided to~~ ~~must be approved by~~ the Clerk of Council prior to the meeting. Exceptions may be made with the consent of a simple majority of those Council members present. ~~The Chair will request that in the event a citizen who has signed up to speak intends to speak, or does speak, on behalf of any group, association, community or anyone besides or in addition to himself or herself, that the speaker advise Council during his or her citizen input of that fact, and name or identify anyone else for whom the citizen is speaking or represents.~~ The Clerk will have available Council members' contact information as listed on the County's website. The Chair may advise ~~speakers~~ ~~citizens~~ to ~~coordinate~~ ~~speak~~ with or contact County staff as may be appropriate to the issue(s) raised by the speaker. **Rule 2.2, Preservation of Order, applies during Citizens Input.** In addition, if it becomes clear that the item addressed or the speaker's input bear no reasonable relationship to any matter over which Richland County has responsibility, the Chair may discontinue that input prior to the running of the time limit for speakers set forth herein.

**(b) Non-Agenda Items Input:** ~~Anyone~~ ~~citizen~~ who wishes to speak on an item not on the agenda or ~~introduce an item for consideration not currently under Council's consideration or~~ bring a concern to Council's attention may speak for no more than two minutes; provided, however, the entire Non-Agenda Items citizen input time shall not last longer than 30 minutes, **except by leave of Council.** The Clerk shall be responsible for keeping the time for each speaker, and the timer shall not be started until after the speaker has stated his or her name and address. ~~Anyone who wishes to speak but did not sign up to speak, or signed up to speak on the wrong Input List, may be allowed to speak at Council's discretion.~~ Input must pertain to items on the agenda for which no public hearing is required or has been scheduled. Individual members of Council shall not be referred to by name, but instead input should be directed to the full Council. Any material that a ~~speaker would like to~~ ~~citizen~~ ~~intends to~~ present to Council, including audio and visual presentations, ~~should be provided to~~ ~~must be approved by~~ the Clerk of Council prior to the meeting. Exceptions may be made with the consent of a simple majority of those Council members present. Items for which a public hearing is required or has been scheduled cannot be addressed at this time. Exceptions may be made with the consent of a simple majority of those Council members present. ~~The Chair will request that in the event a speaker citizen who has signed up to speak intends to speak, or does speak, on behalf of any group, association, community or anyone besides or in addition to himself or herself, that the speaker advise Council during his or her citizen input of that fact, and name or identify anyone else for whom the speaker citizen is speaking or represents.~~ The Clerk will have available Council members' contact information as listed on the County's website. The Chair may advise speakers to coordinate ~~citizens~~ ~~to speak~~ with or contact County staff as may be appropriate to the issue(s) raised by the speaker. Rule 2.2, Preservation of Order, applies during Citizens Input. In addition, if it becomes clear that the item addressed or the speaker's input bear no reasonable relationship to any matter over which Richland



County has responsibility, the Chair may discontinue that input prior to the running of the time limit for speakers set forth herein.

~~8)7)~~ Report of County Administrator: The County Administrator shall make recommendations or announcements concerning county affairs. **Items for action shall be taken under this section only upon compliance with Rule 1.7b)7).**; but no action shall be taken on any item without proper notice, except in case of extreme emergency.

~~9)8)~~ Report of Clerk of Council: The Clerk of Council shall make announcements, if any, concerning county affairs. **In the event the Clerk recommends or requests an item for action during this section of the agenda, the Administrator may nominate the same for action in accordance with Rule 1.7b).**

~~8.5910)~~ Report of the Chair: The Chair of Council shall make announcements if any, concerning county affairs. **In the event the Chair recommends or requests an item for action during this section of the agenda, the Administrator may nominate the same for action in accordance with Rule 1.7b).**

~~9)1011)~~ Presentations: The party requesting to make the presentation shall set forth a **written request that includes** 1) the name of the person, group, association or entity making the presentation, 2) the name and contact information for the presenter(s) or spokesperson(s) thereof, and 3) the purpose and nature of the presentation. **Absent unusual circumstances, the request should be succinct but have enough information to meaningfully inform Council and the public of the substance of the presentation, and submitted to the Clerk of Council in no more than one page in length and should be timely submitted (i.e., in advance of the agenda deadline for the meeting where the matter is intended to appear as a presentation is intended to be made. The presentation request shall be included in the agenda packet.** “request”) to the Clerk’s Office. Presentations shall be limited to five (5) minutes per presentation, and shall be heard on the third Tuesday of the month, **except by leave of Council.** Presentations of time sensitive matters, as determined by the Chair or Vice Chair in the Chair’s absence, of Council may be heard at any regular or special called meeting of Council. All presentations, regardless of topic, shall be approved by the Chair before placement on any Council agenda. No presentation shall be heard which is not on the Council agenda prior to the start of the meeting. No more than three presentations will be allowed at each meeting. The purpose of this rule is so that Council may plan its meetings accordingly, given the variety of presentations and lengths thereof, and to assess the merits of a given presentation. Presentations shall not be used to request funding or resources support from the County.

~~10)12)~~ Public Hearings: Each **person** citizen who has “signed up” signed up may speak to **Council for up to two (2) minutes** concerning an item for which there is a public **hearing** for up to 2 minutes; provided, however, the entire

public hearing time for any one item shall not exceed 30 minutes, **except by leave of Council.**

Any material that a **speaker** ~~citizen~~ intends to present to Council, including audio and visual presentations, must be **submitted to approved** by the Clerk of Council prior to the meeting. Exceptions may be made with the consent of a simple majority of those Council members present. The Chair will request that in the event **someone** ~~a citizen~~ who has signed up to speak intends to speak, or does speak, on behalf of any group, association, community or anyone besides or in addition to himself or herself, that the speaker advise Council during his or her public hearing input of that fact, and name of identify anyone else for whom the citizen is speaking or represents. **The Clerk shall be responsible for keeping the time for each speaker, and the timer shall not be started until after the speaker has stated his or her name and address.**

**Anyone who wishes to speak but did not sign up to speak, or signed up to speak on the wrong public hearing list, may be allowed to speak at Council's discretion. Individual members of Council shall not be referred to by name, but instead input should be directed to the full Council. Any material that a speaker would like to present to Council, including audio and visual presentations, should be provided to the Clerk of Council prior to the meeting. Exceptions may be made with the consent of a simple majority of those Council members present. Rule 2.2, Preservation of Order, applies during Public Hearings. In addition, if it becomes clear that the speaker's input bears no reasonable relationship to the item subject to the Public Hearing, the Chair may discontinue that input prior to the running of the time limit for speakers set forth herein.**

~~111~~132) Consent items: Items shall consist of those matters that do not require further discussion by Council that have been forwarded to Council by the unanimous vote of the Committee; provided, however, that an item forwarded to Council by Committee without recommendation shall not be listed as Consent Agenda item. Any member of Council can remove an item from the Consent Agenda prior to adoption of the agenda. The Chair has the discretion to place items on the Consent Agenda, if in the judgment of the Chair; those items are unlikely to be debated.

~~121~~143) Third reading: final approval of Ordinances.

~~131~~154) Second reading.

~~141~~165) Requests by Council members: items may include those that were defeated (or deferred beyond 90 days) by committee and reintroduced by **written request of three members of Council Members' signatures.**

17) Other Items:

15186) Second County Attorney's Report of Executive Session items: The County Attorney shall report on the remaining Executive Session items. **No action shall be taken in executive session. Agenda shall state the reason for Executive Session.** ~~Council shall move to take action or to receive as information each item that has been discussed in executive session.~~

16197) Motion period/Announcements: Any Council member may make an announcement or introduce an item (excluding resolutions) for referral to a Committee. However, any Council member wishing to make a motion during the "motion period" must have transmitted a written request to the Clerk's Office by the deadline for posting the agenda of a regularly scheduled meeting of Council in accordance with the South Carolina Freedom of Information Act (i.e., twenty-four hours prior to such meeting) so that the nature of the motion appears on the agenda. Motions for resolutions and ordinances may be referred to a Committee for further deliberation or, by unanimous consent, the resolution shall be deemed adopted or the ordinance may be sent forward for second reading. Further, any Council member may **use this time to inform Council, Administration and County staff of upcoming matters or items likely to come before Council, to orient Administration and staff thereto and to request information or the commencement of research in the ordinary course of Council-Administrator dealings.** ~~make a motion directing the county administrator to take action on a county related matter; and upon approval of a majority of members present and voting, the county administrator shall act upon the directive given.~~

When referring an item to committee, a Council Member must specify the intent of his or her motion. ~~The Council Member may request, among other things, that an item be referred to committee for:~~

- a) ~~3.5.1 Refer an item to a committee for a~~ **A**ction;
- b) ~~3.5.2 Refer an item to a committee for d~~ **D**iscussion;
- e) ~~3.5.3 Refer an item to committee for t~~ **T**he purpose of receiving information or an update from staff and/or legal; or
- d) ~~3.5.4 Refer an item to committee for a~~ **A** presentation.
- e) ~~3.5.5 Any Council member may make a motion directing the county administrator to take action on a county related matter; and upon approval of a majority of members present and voting, the county administrator shall act upon the directive given.~~

If a Council Member does not specify the intent of his or her motion, the Chair shall ask the maker of the motion for clarification. Immediately following each motion, the Chair shall determine the committee to which the item will be referred, according to the guidelines established in Rule 4.1.

Motions for resolutions and ordinances shall generally be referred to a Committee for further deliberation; however, by unanimous consent of council, a resolution shall be deemed adopted **or** f an ordinance placed on the

agenda 24 hours prior to the meeting may be given first reading and sent forward to Council for second reading.

~~171820)~~ Pending Items: Issues that have been raised by a Council member wherein a response is expected from staff shall be listed on the agenda along with a time frame in which a response from staff will be provided. These items shall be for information only and no discussion shall take place. ~~and no discussion shall take place relative to matters listed under Pending Items other than for staff to seek guidance on responding to a Council member's stated issue and for setting a reasonable time frame in which to respond.~~

~~214849)~~ Adjourn.

- d) ~~Additions - A request to add items to the agenda requires a two-thirds vote of those Council members present.~~ Pursuant to S.C.Code Ann. Section 30-4-80, "Once an agenda for a regular, called, special, or rescheduled meeting is posted pursuant to this subsection, no items may be added to the agenda without an additional twenty-four hours notice to the public, which must be made in the same manner as the original posting. After the meeting begins, an item upon which action can be taken only may be added to the agenda by a two-thirds vote of the members present and voting; however, if the item is one upon which final action can be taken at the meeting or if the item is one in which there has not been and will not be an opportunity for public comment with prior public notice given in accordance with this section, it only may be added to the agenda by a two-thirds vote of the members present and voting and upon a finding by the body that an emergency or an exigent circumstance exists if the item is not added to the agenda. Nothing herein relieves a public body of any notice requirement with regard to any statutorily required public hearing."

## **RULES II: THE CHAIR**

### **2.1 Call to Order**

The Chair shall call Council meetings to order at **their posted times 6:00 p.m.** or as soon thereafter as practical on the first and third Tuesday of each month and, if a quorum is present, proceed to the meeting agenda.

### **2.2 Preservation of Order**

The Chair shall preserve order and decorum and, in case of disturbance or disorderly conduct in the Chamber or the lobby, may cause the same to be cleared. The members of Council, ~~and the public who participate in meetings,~~ agree to, and **all of those attending Council's meetings are expected to,** adhere to the following "Code of Conduct":

"I pledge that I may disagree, but will be respectful of all. I will direct all comment to the issues. I will refrain from personal attacks."

### **2.3 Transgressions of Order**

If any member, in speaking or otherwise, transgresses the Rules of the Richland County Council, the Chair shall call ~~him/her~~ **such member** to order., ~~or any member may call such transgressions to the attention of the Chair who shall call the transgressor to order.~~ If repeated cries of order are ineffective, the Chair may call a member by name, and if the Chair deems it necessary, shall state the offense committed. The member may be heard in **response.** ~~self-defense and shall withdraw from the issue, and the Council shall consider any further proceeding to be had.~~

## **[PROPOSED NEW RULE]**

### **2.4 Censure**

**Recognizing the value and contributions of each member of Council, and that each member is elected by the people of a defined district and accountable to the people thereof, subject to removal only by the governor as provided for by State law, while at the same time realizing that the functioning of Council depends on the professionalism and civility of each member, in rare circumstances where a member's conduct so thoroughly transgresses Council's Code of Conduct described in Rule 2.2, Council may censure a member.**

**Prior to censuring one of its members, Council must pass a motion to commence censure proceedings. A motion to commence censure proceedings, having been made and properly seconded, requires a two-thirds vote of the full Council (i.e., at least 8 of Council's 11 members, whether a full Council has been seated or not, must vote to censure a member).**

If a motion to commence censure proceedings passes, Council shall hold a hearing on censure of the member named in the motion. The hearing shall be held at the next regular or special called meeting of Council, provided that a period of at least ten (10) days has elapsed from the date the motion to commence censure proceedings was adopted to the censure proceeding itself. In no event shall the hearing be held at the same meeting, or on the same day, as the adoption of the motion to commence censure proceedings.

At the hearing the Chair shall state the basis for censure, or may call upon any member who voted to commence censure proceedings to state the basis for censure if the basis is unknown to the Chair. Any member may then speak during the censure proceeding for up to five (5) minutes. No member may speak more than ~~twice~~ once during the censure proceeding absent leave of the Chair. The member subject to the censure proceedings shall have up to fifteen (15) minutes to speak in reply, but additional rebuttal time may be granted by the Chair.

At the conclusion of Council input as provided for herein, any member who believes censure is in order may make a motion to censure the member. If that motion does not receive a second, or, if seconded, it does not pass by a two-thirds vote of the full Council (i.e., at least 8 of Council's 11 members, whether a full Council has been seated or not), the matter is concluded and there shall be no reference in the record to the member having been censured. If a motion to censure is made and properly seconded, and receives at least eight (8) votes, the member shall be censured and the records of County Council shall so reflect. Once a member is censured on a matter, no other action is in order with respect to the same matter.

#### **2.42.5 Points of Order. Appeal.**

~~The Chair shall decide all points of order, subject to an appeal by any member. The Chair may require the member raising a point of order to cite the Rule or other authority in support of the question. Upon appeal, no member shall speak more than once and for no longer than ten minutes each, except by permission of the Council.~~

##### **a) Point of Order [Motion to Raise a Question of Order].**

The Point of Order takes precedence over any question from which it arose. It yields to any privileged motion and a motion to lay the underlying question on the table. The Point of Order is not debatable (except that the chair may ask the member raising the point to explain it), is not amendable, and cannot be reconsidered. It does not require a second. The Point of Order is in order when another person has the floor and can interrupt a person speaking if the point **genuinely** requires attention at the time it is raised. The Chair shall decide all points of order, subject to an appeal by any member.

##### **b) Appeal.**

The duties of the Chair include making rulings on questions of parliamentary procedure. An Appeal is the vehicle available to members of council who believe that the Chair's ruling was erroneous. The Appeal is in order when another has the floor, but must be taken immediately after the ruling and is out of order if other business has intervened. It is

debatable unless the underlying question is not debatable or if the Appeal relates to decorum or priority of business; it is not amendable.

The decision of the Chair stands unless reversed by a majority of the members; the Chair may vote to create a tie and thus sustain the ruling. An Appeal takes precedence over any pending question at the time the Chair makes the ruling.

If debatable, each member may speak only once and for no longer than ten minutes each, except by permission of the Council. An Appeal can be reconsidered.

### **2.52.6 Participation**

The Chair shall vote in all cases (except when the Chair may be personally or pecuniarily interested) **in accordance with Rule 5.24 18**. ~~If a member does not cast a negative vote or declare his abstaining vote, he shall be recorded as voting in the affirmative. A member may not vote by proxy. If with the vote of the Chair, the Council were equally divided, the question shall be decided in the negative. The presiding officer may give information or explain any matter before the Council, and may speak on points of order in preference to any other member, as often as she/he may deem necessary. The Chair may enter into the debate of the Council, but should not use the office of the Chair to wield influence over the other members.~~

### **2.62.7 Election**

The Chair shall be elected at the first regular **or special called** meeting of the Council in January, or as soon thereafter as may be practical, by the membership of the Council. The Chair shall serve continuously until the following January unless removed by a two-thirds majority vote of the full Council.

### **2.72.8 Vice Chair**

The Vice Chair shall be elected either at the first regular **or special called** Council meeting in January or as soon thereafter as may be practical. The Vice Chair shall serve continuously until the following January unless removed by a two-thirds majority vote of the full Council. The Vice Chair shall preside in the absence of the Chair.

### **2.82.9 Signatures**

The Chair shall sign all ordinances, resolutions and other documents **approved or** authorized by the Council. In the absence of the Chair, the Vice Chair is authorized to sign official documents of the County.

The Assistant to the Clerk of Council and the Deputy shall serve as Acting Clerk of Council are authorized to sign or attest to official documents of the County. in the absence of the Clerk for the purpose of signing official documents.

### **RULE III: MEMBERS AND MEMBERSHIP**

#### **3.1 Seating**

At the **first** meeting ~~in in which~~ **January after the election and seating of** the Chair and Vice Chair ~~of~~ Council are elected as provided for in Rules 2.7 and 2.8, respectively, and immediately after such elections and seating of the Chair and Vice Chair, Council members shall select their seats based first on seniority in years of continuous service and then in alphabetical order.

#### **3.2 Attendance**

~~Each member shall be within the Council Chambers during its meetings unless excused or necessarily prevented. The Chair, if notified prior to the meeting, may excuse any member from attendance at meetings of the Council and its committees for any stated period upon reason shown, and such excused absence shall be noted in the minutes. Subject to the rule for electronic participation set forth herein, each member is expected to be within the Council Chambers during Council's meetings, or within the meeting room of any alternate location of a Council meeting. The Chair may~~ **must** note for the record any member's absence and the circumstances therefor as appropriate, and such absence and the circumstances therefor, if known, shall be noted in the minutes.

#### **3.3 Call to Order**

When the Council is called to order, every **each** member shall take his/her ~~respective seat~~ **place on the dais** and shall act with decorum.

#### **3.4 Speaking**

The Chair, when duly addressed by a member, ~~shall hear from the members desiring to~~ **speak** who, in the opinion of the Chair, shall ~~in the order in which they express interest in speaking,~~ recognizing each member in turn. ~~speak first, by identifying the member.~~ Members ~~Every~~ **Every** member, when about to speak, shall respectfully address the Chair and shall avoid disrespect to the Council, and all personalities, and shall confine all remarks to the question under consideration. No member shall speak more than twice on the same question without leave of Council, except merely to ~~explain meaning~~ **provide clarification**. Each member shall be allowed to speak no more than five minutes for debate on any one issue before Council. If a member has the floor and is addressing the body, that member ~~she/he~~ shall not lose the floor



by asking a question of any member of the body. **If a member shall be called to order while speaking, such member she/he shall immediately forfeit the floor until the question of order is decided, unless allowed to proceed, if otherwise, she/he shall not proceed without leave of the Council; and if the case requires it, she/he shall be liable to such other proceedings as the Council may take.**

Commented [M05]: Malinowski requested clarification

### 3.5 Original Papers

Any member leaving a meeting of Council or its committees who possesses original papers relating to the business of the Council (**signed ordinances, contracts, etc.**), shall leave original papers with the Clerk before departing.

## RULE IV: COMMITTEES

### 4.1 Standing Committees

The Chair of County Council shall appoint members of the following standing committees ~~no later than~~ **by** the first regular meeting in February each year ~~or as soon thereafter as practical:~~

- a) **Administration and Finance Committee**, consisting of five (5) members, functions as a committee of ways and means to which matters dealing with general-administration and with the budget, capital improvements, taxation, and bond issues should be referred. Customarily meet on the 4<sup>th</sup> Tuesday of the month.
- b) **Development and Services Committee**, consisting of five (5) members, functions in the area(s) of general operational matters, ~~economic development,~~ and those matters relating to the functions and activities of the County Department of Public Works and Engineering. Customarily meet on the 4<sup>th</sup> Tuesday of the month.
- e) ~~**Rules and Appointments**, consisting of three (3) members, functions as a review, oversight, and advisory body on the rules of County Council concerning appointments to County boards, commissions and committees. The Committee meets on an as needed basis.~~

~~The vacancy on a County board, commission, or committee shall be announced at least two meetings prior to Council making the appointment. Such vacancy will be advertised in a local newspaper. Any individual who wishes to apply for service on a County board, commission, or committee must submit an application to the Clerk of Council. The Clerk of Council shall supply the application form. The Clerk shall, on the date designated by the Rules and Appointments Committee, submit all applications to the County Council for its consideration. The County Council shall then, by majority vote, elect an individual to fill the vacancy or vacancies, which exist at that time. After an appointment(s) has been made, applications shall be retained by the Clerk of Council for one (1) year and may be considered upon the request of the applicant whenever a vacancy occurs within that one (1) year period of time.~~

d)c) **Rules and Appointments**, consisting of three (3) members, functions as a review, oversight, and advisory body on the rules of County Council and serves as an interviewing and screening **recommending** body for applicants to ~~concerning~~ appointments to County boards, commissions and committees created by or whose membership consists in whole or in part in County Council appointments. The Committee meets on an as needed basis.

The vacancy on a County board, commission, or committee shall be announced at least two meetings prior to Council making the appointment. Such vacancy will be advertised in a local newspaper, **County website, PIO's weekly Review and other appropriate media**. Any individual who wishes to apply for service on a County board, commission, or committee must submit an application to the Clerk of Council. The Clerk of Council shall supply the application form. The Clerk shall, on the date designated by the Rules and Appointments Committee, submit all applications to the County Council for its consideration. The County Council shall then, ~~by majority vote~~, elect an individual to fill the vacancy or vacancies, which exist at that time **in accordance with the voting procedures set forth in Rule 5.19**. After an appointment(s) has been made, applications shall be retained by the Clerk of Council for one (1) year and may be considered upon the request of the applicant whenever a vacancy occurs within that one (1) year period of time.

d) **Economic Development Committee**, ~~consisting of four (4) members through December 31, 2001, and thereafter~~ consisting of three (3) members, serves to consider economic development matters brought before them and make recommendations to the full Council. The Committee meets on an as needed basis.

*Absent exigent circumstances, no meeting of a standing committee of council shall be scheduled at the same time as another meeting of a standing committee of council.*

## 4.2 Organization

Each of the above-referenced committees **committee of Council** shall select a Chair and function primarily as an legislative/advisory committees **to the full Council**. Once appointed for the year, no member of a committee may be removed by the Chair of Council without the approval of Council. During the remainder of the year, any vacancy occurring on these committees shall be filled ~~in a similar manner~~ **by the Chair** as soon as it may reasonably be accomplished. Any member of Council may attend any meeting of the committee, provided, however, only members of the particular committee may vote on matters before that committee.

The Chair of County Council shall be an ex-officio member of the Rules and Appointments Committee and Economic Development Committee.

### 4.3 Jurisdiction

Unless otherwise ordered, committees shall have jurisdiction only over matters pertaining to the subjects indicated by the names of the respective committees. Personnel matters shall be discussed by the full Council and not by standing or special committees, **except in the case of ad hoc search or other committees specifically appointed to assist in matters related to any County official the Council hires directly.**

### 4.4 Agendas

Appropriate written backup material for all items of business that are to be included in the Administration and Finance or Development and Services Committee agendas must be delivered electronically to the County Administrator's Office no later than 5:00 p.m. on the date two weeks prior to the committee's scheduled meeting date.

In exceptional circumstances, time-sensitive items received after the deadline may be added to a committee's agenda at the discretion of the committee's Chairperson, provided the addition is made before agendas are printed and distributed. In the event that the Chair of the committee cannot be reached before agendas are printed, then such items may be added with the consent of a majority of the committee's members. If a majority of the committee's members cannot be reached, the Chair of County Council shall have the discretion to add such items. Once the committee agendas have been printed and distributed publicly, changes to the agenda may only be made by the unanimous consent of the committee during the committee meeting.

Agendas with backup information shall be provided to all members of Council on or before the Friday prior to the committee meeting.

### 4.5 Meetings

Committees shall meet regularly in a ~~room~~ **location** designated by the Committee Chair. No committee shall meet while the Council is meeting without special leave. No committee shall sit unless a quorum is present. No Council member shall be allowed under any circumstances to vote by proxy. Members of Council, whenever possible, shall make inquiries and requests for information at the Committee meetings. Members of the public may address a Committee with the permission of the Committee Chair and with the consent of the Committee; however, any material that a citizen intends to present, including audio and visual presentations, **must be provided to** ~~must be approved by~~ the Clerk of Council prior to the Committee meeting, **except by leave of the Committee.**

### 4.6 Legislative Action

Items referred to a committee for consideration shall be listed under one of the following categories: "Items for Action" or "Items for Information, Discussion, ~~and/or~~ Preliminary Action." Additional agenda categories (including, but not limited to, "Presentations,"

“Notifications,” and “Items Pending Analysis”) may be added to the agenda as needed for items not requiring immediate committee action.

- a) ITEMS FOR ACTION-For all items requiring action, the committee shall take one of the following actions by majority vote:
  - 1) Recommend that Council approve the item, which may or may not include amendments or modifications to the original request;
  - 2) Recommend that Council deny the item;
  - 3) Forward the item to Council without a recommendation;
  - 4) Defer consideration of the item to a future committee meeting;
  - 5) Refer the item to another committee or commission; or
  - 6) Table the item.
  
- b) ITEMS FOR INFORMATION, DISCUSSION AND/OR PRELIMINARY ACTION-For items on the agenda for information, discussion and/or preliminary action, the committee shall take one of the following actions by majority vote:
  - 1) Direct the administrator to bring the item back for action at a specified committee meeting;
  - 2) Defer consideration of the item until a specified committee meeting; or
  - 3) Receive the item for information or discussion purposes only, and dispose the item from the committee agenda;
  - 4) Items so removed will be reported as such by the committee to Council.
  - 5) Notwithstanding items 1 through 4 in this subsection, any item on the Administration and Finance (A&F) or the Development and Services (D&S) Committee agendas listed as an “Item Pending Analysis” must be resolved, tabled or otherwise disposed of within 100 days of that matter’s referral to the A&F or D&S Committee.

#### **4.7 Reports**

All committee recommendations requiring formal action by Council shall be included in the agenda and distributed to all members of Council prior to consideration and adoption by Council, provided that if any matter is considered by the majority of any committee to be **time sensitive or** an emergency, copies of such reports may be furnished to each member of Council at the time of said Council meeting.

All items presented to Council by a committee must carry the committee’s disposition of the item, whether that disposition is a recommendation for approval, a recommendation for denial, no recommendation or to make any other disposition with respect to the item.

Any item not reported out to the full council by a committee within 90 days of that item having first appeared on the committee’s agenda may be placed on the Council agenda when the Clerk’s Office has received a written request ~~signed by~~ (includes electronic mail or

messaging) from three members of Council, not less than 24 hours prior to the scheduled meeting.

~~A minority report may be made if requested.~~ Presentation of the committee's motion at the regular Council meeting does not require a second.

#### **4.8 Recommitting**

Any item ~~coming~~ **coming**, which may come before the Council may be referred to a committee ~~committed~~ or recommitted **to a committee of Council** before a final decision **by the full Council** thereon. ~~Provided, however once a motion or matter is forwarded to full Council from committee, that motion or matter may not be returned to committee other than as directed by Council.~~

#### **4.8.9 Budget Work Sessions**

The Council shall meet as a Committee of the Whole for budget work sessions prior to first reading of the budget.

#### **4.9.10 Motions Forwarded to a Committee**

Any motion forwarded to a committee by the Chair, or in the Chair's absence, the Vice Chair, or in the Vice Chair's absence, the acting chair, will appear on that committee's agenda. Any item forwarded to a committee that is not completed will be listed at the end of the committee's subsequent agenda(s) under, "Items Pending Analysis." **and the reason the item remains pending.**

### **RULE V: LEGISLATIVE ACTION**

#### **5.1 Emergency Ordinances**

To meet public emergencies affecting life, health, safety or the property of the people, emergency ordinances may be adopted upon a two-thirds affirmative vote of the Council members present. Such an ordinance is effective immediately upon its enactment without regard to any public hearing, reading, publication, or notice requirements. It automatically expires after 60 days. Every emergency ordinance shall be designated as such and shall contain a declaration that an emergency exists and describe the emergency.

Emergency ordinances shall not levy taxes, grant, renew, or extend a franchise, or impose or change a service rate.

## 5.2 Other Ordinances-Required Readings

With the exception of emergency ordinances, all ordinances, including those making supplemental appropriations, shall receive approval at three public meetings of Council on three separate days with an interval of not less than seven days between the second and third readings. An ordinance shall be deemed passed upon third reading approval and thereafter can be rescinded only by a motion to reconsider or rescind that is made prior to approval of the minutes.

~~If an ordinance does not receive the three (3) readings required within a twelve-month period, it is dead. If the ordinance is reintroduced after the twelve-month period, it must be submitted to the three-reading process.~~ Any ordinance that does not receive three reading approval by Council may not be reintroduced for twelve (12) months from the date the minutes reflecting its denial (i.e., the final time the ordinance was read and did not pass) were approved, absent consent of two-thirds of the full Council.

## 5.3 Levying Tax/Incurring Debt/Amending Budget

Ordinances levying a tax or incurring indebtedness shall not be passed unless voted for on each reading by at least six (6) members in Council assembled and with appropriate back up material provided for each reading. An amendment to the budget shall require **at least** a majority plus one vote **[i.e., at least seven (7) members of Council]**.

#### 5.4 Public Hearings

~~Public hearings, after not less than 15 days' notice of the time and place of such hearings published in at least one newspaper of general circulation in the County, shall be held before final Council action is taken to:~~

- ~~a) adopt annual operational and capital budgets,~~
- ~~b) make appropriations, including supplemental appropriations,~~
- ~~c) adopt building, housing, electrical, plumbing, gas and all other regulatory codes involving penalties,~~
- ~~d) adopt zoning and subdivision regulations,~~
- ~~e) levy taxes, and~~
- ~~f) sell, lease, or contract to sell or lease real property owned by the County.~~

Public hearings shall be held before final action is taken to:

- a. Adopt annual operational and capital budgets;
- b. Make appropriations, including supplemental appropriations;
- c. Adopt building, housing, electrical, plumbing, gas and all other regulatory codes;
- d. Adopt zoning and subdivision regulations;
- e. Levy taxes;
- f. Sell, lease or contract to sell or lease real property owned by the county;
- g. Impose ad valorem property taxes upon a fire service area; or
- h. Provide for the distribution of assets following the abolishment of a special purpose district.

Final action for any of the first six matters must be in the form of an ordinance. A minimum of 15 days' notice of the time and place of the hearing must be published in at least one newspaper of general circulation in the county, prior to conducting a public hearing for any of the above categories of ordinances.

Notice for item g. must be provided once a week for three successive weeks in a paper of general circulation in the county, and the hearing must not occur fewer than 16 days following the first notice. Item h. requires at least two public hearings with ten days prior notice published in a newspaper of general circulation prior to each meeting.

Following the abolishment of a special purpose district located within the county, two public hearings are required prior to distributing assets and/or refunding taxes.

#### 5.5 Second Reading

Upon the second reading of an ordinance, the ordinance ~~after all amendments and privileged motions have been disposed of, the question shall be placed on Council's agenda~~the passage of the ordinance. Upon a decision in the affirmative, the ordinance shall take its place on the agenda ~~for third reading~~ at its next meeting or at other time as scheduled by Council.

Each ordinance affecting the expenditure of money by the County shall receive the affirmative vote of Council on each reading, **noting that and prior to receiving second reading;** the County Administrator's comment shall inform Council regarding its effect on the finances of the County, **unless this requirement is waived by Council or the financial effect is evident on the face of the ordinance.**

~~Provided, however, this rule may not be invoked where the amount is shown in the ordinance.~~

## **5.6 Third Reading**

Full debate and amendments shall be allowed on third reading.

## **5.7 Debate**

Debate among members of Council is in order only after a motion has been stated by the Chair and has been seconded. Any motion shall, if desired by the Chair or any other member, be reduced to writing and delivered to the Chair and read before it shall be debated.

## **5.8 Motions During Debate**

When a motion has been stated and seconded and debate has begun, **the following motions** ~~no motion except the following~~ shall be in order:

- 1) ~~to adjourn or recess~~ **recede,**
- 2) ~~to continue,~~
- 3) ~~to table,~~
- 4) ~~for the previous question,~~
- 5) ~~to postpone indefinitely,~~
- 6) ~~to postpone to a certain day,~~
- 7) ~~to recur to the agenda,~~
- 8) ~~to substitute a motion germane to the matter at hand, and~~
- 9) ~~to amend.~~

- a) **To approve** (the matter under consideration);
- b) **To deny;**
- c) **To amend;**
- d) **To substitute** one motion (related to the matter) for another;
- e) **To adjourn;**



- f) To **recess**;
- g) To **continue or postpone the matter to a date certain**;
- h) To **continue or postpone the matter indefinitely**;
- i) To **return to the agenda** if the item under consideration has been taken out of turn;
- j) To **table** the matter;
- k) To **call for the question** (“close debate,” or move “for the previous question”);
- l) To raise a question of **privilege**;
- m) To convene an **executive session**;
- n) To **refer the matter to a committee** (or “to commit”);
- o) To **recommit** a matter (send back to a committee);
- p) To **divide the question**;
- q) To **strike** some or all of the matter (similar to substitute motion or amendment); and
- r) To **seek information of “clarification”** on an aspect of the matter under debate.

### **5.9 Substitute Motions**

No more than two (2) motions may be received in substitute for the motion on the floor. Any substitute motion defeated by vote of Council shall be counted as one of two (2) permissible substitute motions, but any substitute motion, which fails for lack of a second, shall not be so counted.

### **5.10 Amendments**

A proposed amendment shall be in order regardless of the number of changes proposed therein to the matter under debate, provided such amendment is otherwise in order, and shall be considered in the order in which it is received.

### **5.11 Closing Debate**

~~Upon the proper motion, a second, and an affirmative vote on a motion for the previous question, which requires a two-thirds vote, the amendment then upon the desk shall be~~

considered, but no further amendment shall be allowed. The sponsor of an amendment shall be allowed an opportunity to make a short explanation of the amendment.

### **5.125.11 Withdrawing Motions**

The member who introduced a motion may withdraw it before decision on it or on any amendment to it, so long as the member seconding the motion shall not object, provided, however, that no motion may be withdrawn after the previous question has been called.

### **5.12 Privileged Motions**

Motions to adjourn, or to recess, or to raise a question of privilege, or to convene an executive session, or to return to the agenda if an item is taken out of turn, to recede, and to recede subject to the call of the Chair, shall always be in order except while the Council is actually engaged in deciding a question. A motion to adjourn or to take a recess, having been defeated, no new motion to adjourn or take a recess shall be in order until fifteen (15) minutes shall elapse from the decision of the former motion even though such motion to recess recede might be to recess recede to a different time.

### **5.13 Nondebatable Motions**

Certain parliamentary motions must be decided without formal debate. These are ~~These motions are not debatable:~~

- 1) ~~to adjourn or recess recede,~~
- 2) ~~to continue,~~
- 3) ~~to lay on the table,~~
- 4) ~~to postpone indefinitely or to a day certain,~~
- 5) ~~to suspend or depart from the agenda, or to return to it, and~~
- 6) ~~for the previous question.~~

- a) ~~To adjourn;~~
- b) ~~To recess;~~
- e) ~~To continue or postpone the matter to a date certain;~~
- d) ~~To continue or postpone the matter indefinitely;~~
- e) ~~To return to the agenda if the item under consideration has been taken out of turn;~~
- f) ~~To table the matter;~~

- ~~g) To call for the question (“close debate,” or move “for the previous question”);~~
- ~~h) To refer the matter to a committee (or “to commit”); and~~
- ~~i) To recommit a matter (send back to a committee).~~

~~Immediately after receiving a nondebatable motion, and at other times when no motion is on the floor, the Chair may allow such conversation as she/he deems appropriate, but all such informal discussion remains subject to his/her discretion; she/he may call for the vote on the matter at hand or terminate discussion at any time, and in such instances, his/her decision may not be appealed.~~

#### **5.14 Suspending Motions**

The following instances may suspend any matter before Council, temporarily:

- 1) Point of order;
  - 2) Point of personal privilege;
  - 3) Point of information;
  - 4) Question of recess; and
  - 5) Other incidental questions, such as of reading papers, dividing a question, withdrawing a motion, or excusing a member from voting.
- ~~5)~~

### **5.15 Motion to Recess**

A motion to recess may state the time for reconvening. In the absence of such stated time, reconvening shall be at the call of the Chair.

### **5.16 Motion to Strike**

~~A motion to strike out the enacting words of an ordinance or resolving words of a resolution shall have precedence of a motion to amend, and, carried, shall be considered as equivalent to rejection.~~

### **5.17 Rejected Motions**

~~Once one of the following motions has been made and rejected during a meeting of the County Council, no motion of the same effect shall again be allowed with regard to the same question:~~

- ~~a) Motion to continue,~~
- ~~b) Motion to postpone,~~
- ~~c) Motion to defer, and~~
- ~~d) Motion to table.~~

### **5.195.16 Delays**

The Chair shall entertain no motion ~~to~~ **that would** have the effect of ~~which will be~~ unnecessarily to **delaying** the business of Council.

### **5.205.17 Defeated Actions**

Once an action of any kind has been proposed and defeated twice during two separate regular or called meetings of Council, within a period of sixty (60) days, no motion of the same effect may be allowed with regard to the same question for a period of one year from the date of initial motion, without the consent of a majority plus one of the entire Council. The names of the consenting Council members shall be presented to the Chair prior to the listing of the item on the agenda.

### **5.215.18 Voting**

Each member shall vote on each question put, except that no member shall be permitted to vote on any question in which that member has a direct personal or pecuniary interest, or in which that member perceives that he or she has a direct personal or pecuniary interest, or in

which his or her participation might create an appearance of impropriety in that member's estimation.

If a member does not cast a vote on the question put, such member will not be considered to have voted with either the prevailing or the non-prevailing side., ~~but instead shall not have his or her vote recorded at all, other than as an abstention if the member declares an abstention as provided for herein.~~

~~A Council member must be at his/her seat in order to vote for those at the dais.~~

~~If a member does not declare a vote or an abstention, his/her vote shall be recorded with the prevailing side.~~

In the case of a tie vote, the prevailing side is the side that voted against approval of the matter voted upon (e.g., if the matter before Council is a vote to continue an item until the next meeting, and the vote on that question is 5-5, the motion did not pass, the item is not continued and the side prevailing as to the motion is the side that voted not to have continued the item).

If voting an abstention, a reason for the abstention must be stated at the time of the abstention, or delivered to the Clerk following the meeting, and recorded in the minutes. No member shall, under any circumstances be permitted to vote after a decision has been announced by the Chair. ~~Following the vote, After the decision of the question, After the decision of the question,~~ an absent member may be permitted to declare ~~record~~ the vote she/he would have given if present, but such vote shall not affect the previous question.

Voting shall be by electronic means (i.e., via the electronic voting system) unless conditions at the time of a given vote do not permit use of the electronic voting system (e.g., it is inoperable, not working properly, there is a power failure, Council is holding its meeting in a location that does not have or accommodate electronic voting, or other condition prohibiting electronic voting). In such a case, voting by a show of hands shall be in order. ~~Also, nothing in this rule prohibits a voice vote or vote by show of hands for matters where there reasonably appears to be no opposition, such as a vote to adjourn, or a vote for unanimous consent to issue a resolution in honor of a citizen, group, achievement or the like; provided, however, that any member may call for an electronic vote on any matter for which a vote is required or called for, if any member shall feel that a voice vote or vote by show of hands is not sufficient; further provided that the electronic voting system is operable at the time of the call for an electronic vote.~~

Votes shall be recorded in the minutes.

## **[PROPOSED NEW RULE]**

### **5.19 Voting for Board and Committee Appointments**

This method of voting is based upon Chapter XIII, Section 45, Robert's Rules of Order, 11<sup>th</sup> Edition, and is to be used solely in circumstances where Council is called upon to vote on

the appointment of members of boards, commissions or similar entities where there are more nominees under consideration than there are vacancies to fill. -Any Council member may make a motion to request a candidate be voted on individually.

This rule combines a recognition of the fact that plurality voting may be unavoidable in the initial stages of voting when considering a greater number of nominees than there are vacancies to fill, and majority voting once the number of nominees is drawn down to equal the number of vacancies by virtue of the voting process set forth herein.

Due to the complexity of this unusual but not unforeseeable situation, an example may be instructive.

Ex. If there are two (2) vacancies on a County board, and there are five (5) nominees, each Council member would be permitted to cast a vote for two (2) of the five (5) nominees to fill the two (2) vacancies.

In this event, the voting procedure shall be as follows.

- a) Each Council member shall be allowed to cast the same number of votes as there are vacancies to be filled. By way of further example, if three (3) vacancies exist, then each Council member would be permitted to vote for up to three (3) nominees, regardless of the total number of nominees.
- b) The Clerk to Council shall tabulate the votes.
- c) The nominee with the fewest votes will be removed from the slate of nominees, and the remaining nominees will be voted upon in what would be the next round of voting, with rounds to continue until enough nominees have been eliminated from consideration so that the number of nominees remaining equals the number of vacancies to be filled.
- d) If there is a tie among those with the fewest votes, then all nominees who are so tied will be removed from the slate of nominees, and the remaining nominees will be voted upon in what would be the next round of voting. Provided, however, if so many of the nominees are tied for the least votes, and dropping all of them from the remaining slate of nominees would result in not having enough nominees to fill all of the vacancies, then there shall be a runoff among all of the nominees so tied for fewest votes. The candidate with the fewest votes in the runoff will be dropped from the slate of nominees that had been tied for fewest votes. Once at least one of the originally tied nominees for fewest votes is eliminated by runoff among the fewest vote-getters, those remaining among the originally tied voters will be placed back among the nominees who did not receive the fewest votes, and voting shall continue in this fashion by round until there are the same number of nominees as there are vacancies. [*E.g.*, three (3) nominees remaining for three (3) vacancies].
- e) Once Council arrives at a “slate” of nominees corresponding to the number of vacancies to be filled, it is in order for any member of Council to “nominate the

slate” of nominees, which shall then be voted upon by Council in the form of a motion to approve the slate by “yea” or “nay,” recorded electronically unless the electronic voting system is then inoperable or it is impractical to so vote. In this case, voting by show of hands shall be in order. The slate of nominees shall be approved by majority vote of Council members present and voting.

#### **5.225.20 Dividing Question**

~~Any member may call for the division of a question. Council may then divide it if the question can be so comprehended that, one part being taken away, the rest can stand entire for decision. A motion to divide the question shall require a second and shall be effective upon the vote of a majority of members present and voting. Provided, however, that a motion to “strike out and insert” may not be divided, but that rejection of a motion to “strike out” shall not preclude a motion to “strikeout and insert.”~~

Any member may call for the division of a question. Council may then divide the question if it can be so comprehended that, one part being taken away, the rest can stand for decision. A motion to divide the question shall require a second and shall be effective upon the vote of a majority of members present and voting.

#### **5.235.21 Reconsideration**

After a question has been decided, any member who voted with the prevailing side may move for a reconsideration, and any member may second such a motion. However, if Council either shall refuse to reconsider or shall affirm its first decision, then no further reconsideration shall be in order except by unanimous consent. The motion to reconsider shall have precedence over all other main motions, but it may be introduced only on the day of the decision in question or during the next succeeding session of Council prior to the approval of the minutes. Any subsequent proposal to alter the decision of Council must take the form of a main motion to rescind.

#### **5.245.22 Public Inspection**

After adoption, the full ordinance shall be made available for public inspection at ~~through~~ the Office of the Clerk of Council.

#### **5.255.23 Resolutions**

Council may adopt Resolutions to formally express its opinions or desires. Upon adoption, the Chairperson shall execute the document on behalf of the entire Council.

## **5.265.24 Proclamations**

An individual council member may issue a Proclamation as an expression of his or her personal opinion or desire. The Proclamation shall be signed by the initiating council member and by the Chairperson, and shall not require action by the Council.

## **RULE VI: RULE CHANGES**

### **6.1 Suspension/Amendments**

~~None of the foregoing rules shall be rescinded, suspended, or altered without unanimous consent, if without twenty four (24) hours' notice, or without the concurrence of two thirds of the members of the whole (e.g. eight out of eleven members) after previous notice of motion to rescind, suspend, or alter has been given at a prior meeting, and such alteration, suspension, or rescission shall be made only by written resolution.~~

~~These rules may be amended from time to time, as needed, at the discretion of the County Council upon approval by two thirds of the members of the whole (e.g. eight out of eleven members) at a regularly scheduled Council meeting.~~

~~These rules may be suspended by unanimous consent.~~

~~Absent unanimous consent, these rules may be suspended 1) with the concurrence of two-thirds of the members of the whole (e.g. eight out of eleven members) and 2) after twenty-four (24) hours' notice of suspension of the rule or rules in question has been given in accordance with the South Carolina Freedom of Information Act.~~

~~These rules may be amended at the discretion of the County Council upon approval by two-thirds of the members of the whole (e.g. eight out of eleven members) after twenty-four (24) hours' notice of the proposed amendment of the rule or rules in question has been given in accordance with the South Carolina Freedom of Information Act.~~

## **RULES VII: OFFICIALS TO SERVE THE COUNCIL**

### **7.1 Administrator and Clerk of Council**

The Council shall appoint or elect a County Administrator and a Clerk of Council.