



RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS

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

**MARCH 18, 2014
1:00 PM**

CALL TO ORDER

Approval Of Minutes

1. February 18, 2014 [PAGES 4-6]

Adoption Of Agenda

- 2.

Interviews

3. Board of Assessment Appeals-1; one application was received for this position: [PAGES 8-11]

LaShonda Outing

Items For Action

4. Accommodations Tax Committee-1
5. Lexington/Richland Alcohol and Drug Abuse Council-1; applications were received from the following persons: **[PAGES 13-20]**

Alfred Comfort, III
John Jacob Loveday
6. Planning Commission-1; one application was received from the following: **[PAGES 21-23]**

Christopher Anderson
7. Township Auditorium Board-1; there is one vacancy on this board

Discussion

8. Central Midlands Council of Governments Appointments
9. Clarification on Taping Council Committee Meetings
10. All applicants for Richland County Boards and Commissions will be afforded a minimum of one week's advance notice as to the date and time of their respective interviews. no exceptions will be made to this rule **[PEARCE]**

Other Items

11. Changing the Rules and Appointments Committee Time

Adjournment



Richland County Council Request of Action

Subject

February 18, 2014 [**PAGES 4-6**]

Purpose

Minutes of



RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS COMMITTEE FEBRUARY 18, 2013 4:30 PM

MEMBERS PRESENT:

Member Chair, Bill Malinowski
Member Julie-Ann Dixon
Member Jim Manning

ALSO PRESENT- Monique Walters

CALL TO ORDER

The meeting was called to order at approximately 4:36 p.m.

APPROVAL OF MINUTES

The February 4, 2014 minutes were amended to correct the recommendation for appointments to the Lexington/Richland Alcohol and Drug Abuse Council, and to include the recommendations for the Richland Memorial Hospital Board. The minutes were approved unanimously.

ADOPTION OF AGENDA

The agenda was adopted as submitted. Mr. Manning then made a motion to reconsider the adoption to add "Other Items" to the agenda. The motion was approved unanimously. The agenda was adopted as amended.

INTERVIEWS

Lexington/Richland Alcohol and Drug Abuse Council-1; applications were received from the following persons: Alfred Comfort, III and John Jacob Loveday – after the interviews, the Committee recommended Mr. Loveday for appointment to the LRADAC Board.

Planning Commission-1; applications were received from the following: Christopher Anderson –the Committee asked that the minutes be pulled from the Rules Committee

Item# 1

and Council meetings to get an explanation for why Mr. Anderson was not re-appointed to the Planning Commission.

OTHER ITEMS

Changing the Rules Committee Meeting Time to Mid-day – Mr. Manning proposed that the Rules Committee change their meeting time to midday; and the Committee suggested that this item be brought back to the next committee meeting.

ADJOURNMENT

The meeting adjourned at approximately 5:12 pm.

Minutes transcribed by Monique Walters

Richland County Council Request of Action

Subject

Purpose

Item# 2

Richland County Council Request of Action

Subject

Board of Assessment Appeals-1; one application was received for this position: **[PAGES 8-11]**

LaShonda Outing

Purpose



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

Applicant must reside in Richland County.

Name: LaShonda Outing

Home Address: 121 Alexander Pointe Drive Hopkins, SC 29061

Telephone: (home) 803-783-8302 (work) 803-231-7037

Office Address: 201 Park Street, Room 209

Email Address: llouting86@sc.rr.com

Educational Background: High School Diploma; Bachelor of Science (Limestone); Associate Degree (Midlands Tech)

Professional Background: Procurement Manager for Richland County School District One

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

Name of Committee in which interested: Board of Assessment Appeals

Reason for interest: Served for past 2 years, great learning experience, gained knowledge of Various parts of the County and property values.

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

I have a vested interested in providing fair opportunities to those that appeal; I must be a leader and set an example for my children in being able to assess appeals fairly in accordance with facts presented.

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

Any other information you wish to give? Resident of Richland County since birth.

Recommended by Council Member(s): _____

Hours willing to commit each month: 3-5 Hours per month, excluding any work schedule conflicts.

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.

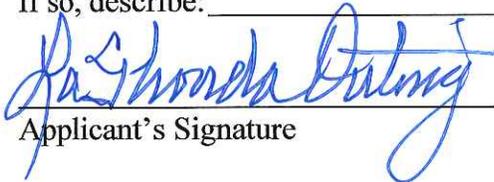
Yes _____ No **XX** _____

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: _____


Applicant's Signature

January 22, 2014
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	

Richland County Council Request of Action

Subject

Accommodations Tax Committee-1

Purpose

Richland County Council Request of Action

Subject

Lexington/Richland Alcohol and Drug Abuse Council-1; applications were received from the following persons:

[PAGES 13-20]

Alfred Comfort, III
John Jacob Loveday

Purpose



APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Alfred Comfort III

Home Address: 955 Park Street

Telephone: (home) (803)9604315 (work) (803)7371245

Office Address: _____

Email Address: comforta@scdot.org

Educational Background: Bachelors, Accounting / MBA, business

Professional Background: Nearly 20 years of finance and accounting public and private exp.

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

Name of Committee in which interested: LRADAC

Reason for interest: I have a high level of interest in serving the community in this capacity.

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

I have a willingness and desire to serve freely. I want to give back to the community. I am confident my skills knowledge and abilities can be useful to the organization.

Presently serve on any County Board/Commission/Committee? No I do not.

Any other information you wish to give? _____

Recommended by Council Member(s): _____

Hours willing to commit each month: 2 - 10 hours per month, more if the situation requires.

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 board 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 boards shall be required to abstain from voting or influencing through discussion or debate or any other way, decisions of the board 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 Board or Commission, as the County Council, by majority vote of the council, shall elect.

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 board?

Yes _____ No _____

If so, describe: _____

Alfred Comfort
Applicant's Signature

10-24-13
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 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

Alfred Comfort III, MBA, CPM candidate
955 Park Street • Columbia, SC • Work 803.737.1245 • Cell 803.931.2227

Alfred, a native of Charleston SC, serves as the chief accounting executive at the SC Department of Transportation. Alfred controls access to all agency funds and is the key accountant and fiduciary for the organization's financial statement development. Budgeting is another key function Alfred and his staff help maintain. All revenues and expenditures are counted and accounted for through his various areas of responsibility. He develops reports and performs analyses that are crucial to the strategic and tactical management of the organization. In addition to the measurement and analysis of agency revenues and expenditures, he works with state highway engineers in setting rates for the key services provided to the citizens of South Carolina. He has a high level of understanding of key IT concepts and issues, which gives him the necessary expertise to evaluate IT systems along with proposals and plans, which may have financial and strategic impacts.

Alfred demonstrates the conservatism and prudence of a financial executive. He has a healthy concern about the downside and risks of business decisions he is required to make. He has an attention to detail and mastery of facts about the organization's financial position. He provides an appropriate amount of hands-on capability with creating and analyzing financial reports. He has the ability to explain complex financial issues clearly and concisely in plain language, without resorting to technical speak. Alfred also has a keen expertise in information technology (IT), especially related to the organizations accounting systems. He has always exuded a willingness to work hard and for long hours if necessary and always remains calm under pressure.

2009 - Present - State of South Carolina

Financial Controller – South Carolina Department of Transportation (2012 - Present);

Financial Director - State Information Technology (2010 - 2012);

Financial Manager – Budget & Control Board (2009 - 2010)

Provide strategic and tactical leadership in the areas of accounting, accounts receivable, accounts payable, budgets, payroll, federal grants, financial reporting (internal and external), strategic planning, citizen relations, and corporate communications. Took over financial management of the all accounting related functions at a time when the agency was experiencing issues with the payment of agency-wide expenses and the production of agency-wide financial statements.

Overview: Play a leading role in transforming the agency into an organization that issued mistake free financial statements for amounting to \$1.4 Billion of financial activity. Ensures the agency improved payment of vendor invoices to 95% paid within 30 days of receipt. Led efforts to streamline federal grants process increasing agency cash flows financing. Increased cash flows allowing additional funds for the construction and maintenance of the South Carolina transportation system.

- Recruited by the Deputy Secretary of Finance and Administration to help improve fiscal operations for the SC Department of Transportation.
- Led major restructuring that reorganized the accounting department for the agency and resulted in higher efficiency.
- Manage the year end audit and oversaw the compilation of error free financial statements for the first time in the past 10 years.
- Process engineer the key financial functions related to accounts payable, federal grants, and payroll to reduce program cycle times.
- Reversed strained relationships between accounting and key internal/external business partners to ensure success of financial operations.

2008 - 2009 - **PROJECT MANAGER AND INTERNAL AUDITOR**, TriCenturion (Partially owned by Palmetto Health), Columbia, SC;

- Led Projects and Conduct Company-wide audits and training.
- Conducted research on compliance and Medicaid/Medicare/CMS related matters in order to ensure proper adherence to Medicaid/Medicare/CMS requirements for beneficiary determination.
- Provided class type instruction and trained other employees on the use of Microsoft Office programs and applications.

2005 – 2007 – **VP, SENIOR COMPLIANCE AUDIT RISK MANAGER**, Wells Fargo Bank, Audit and Security, Phoenix, AZ;

- Accountable for completion of a portion of the compliance team audit plan and managing a group dedicated to the completion of the plan, including the development of an audit risk assessment.
- Chaired a subcommittee of the group of the 25 largest banks. Subcommittee focuses on the industry in regards to the risk of BSA/AML and OFAC.
- Provided feedback and coaching. Establishes development plans for each Team Member that facilitate proficiency and excellence in current position.
- Recruited for future opportunities. Developed and maintained strong, positive relationships with clients and third parties. Planned and organized work in an annual cycle, not just project cycle. Ensured audit engagements are risk-based, and executed according to Wells Fargo Audit Services policies and guidance.
- Local Diversity Council chairperson for the Audit and Security Team. Held informative value added meetings and arranging other events and speakers.

Item# 5

1997- 2005 – VP, SENIOR COMPLIANCE AUDIT RISK MANAGER, Bank of America, Corporate Audit; Corporate Risk Management, Charlotte, NC;

- Managed Compliance Risk Management and Corporate Marketing business groups audit relationships, including execution of the audit plan, communication with business partners and key project expense management responsibilities. Research and rank regulatory changes that affect the organization and prepare for regulatory examinations.
- Provide training to other bank employees on latest methods to conduct compliance reviews and reporting. Provide training guides to ensure consistency with organizational objectives based on the assessment of needs using surveys.
- Worked with Audit/Compliance executives to develop, implement and communicate policies and strategies related to compliance matters with additional emphasis on Anti-Money Laundering Compliance (USA Patriot Act, BSA, OFAC, etc.).
- Proactively managed relationships with regulatory agencies, external consultants and other internal risk management groups.
- Develop and implement automated testing routines assigned areas and previously duties included documenting overall processes with failure modes, identifying those metrics that are considered critical to quality, measure unit performance against the predetermined metrics and follow up with client as appropriate for any deficiencies and determination of root cause.

1995 - 1997 CORPORATE FINANCIAL ANALYST, The Hearst Corporation, Charlotte, NC;

- Produced monthly, quarterly and yearly internal reports of Cash, Revenue, Income, and Capital expenditures. Researched to measure and forecast corporate competitiveness and unit productivity along eight product lines.
- Managed the entire corporate budget process under the direction of the Deputy Budget Director. Regularly communicated with all company division controllers and accounting managers to discuss any finding. Provided reporting to senior and executive management and assisted with key acquisition analysis.

1994 - 1995 – INSTITUTIONAL BUDGET ANALYST, Winthrop University, Rock Hill, SC;

- Direct report of the University Budget & Grants Director - managed entire annual budget process and prepared balanced budget/journal entries. Developed and distributed revenue reports for executive and senior university management. Conducted periodic reviews of budget balances to assure accuracy.
- Worked with department heads providing an understanding of issues. Created a training manual/process and provided training to university staff and executives to better assist and coach department heads on the use of FRS. Maintained the university chart of accounts and managed accounting system access as the administrator of FRS.

TECHNOLOGY - Microsoft Products (expert) • LotusNotes • Focus • Hyperion • InSight • BRIO • ACBS • PIMS • ACL • SAP • CRYSTAL REPORTING • Entire Connection

VOLUNTEERING – Richland County Internal Audit Committee - Former Member • Volunteer Center of Maricopa County – Former Board Member • United Way - Adult Child Protection Council – Former Board Member • Charlotte Emergency Housing – Former Board Member

EDUCATION & AFFILIATIONS:

- Business Administration Bachelors' Degree, with an accounting emphasis Winthrop University, 1994
- MBA, Initiated at Winthrop University and completed at Webster University, 2010
- Certified Public Manager (CPM) – In process, certification expected 2014
- GFOA Certification – In process, certification expected 2015
- Certified Internal Auditor (CIA) - Completed one portion of the examination
- Certified Public Accountant (CPA) – Currently studying for the CPA, expected 2015
- Member of Government Finance Officers Association of South Carolina
- Member of South Carolina Association of Certified Public Accountants
- Member of SC Society of Certified Public Managers



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

Applicant must reside in Richland County.

Name: John Jacob Loveday

Home Address: 3711 Coleman Street, Columbia SC 29205

Telephone: (cell) 803-507-5024 (work) 803-768-8308

Office Address: 510 Lexington Avenue, Chapin SC 29036

Email Address: jjloveday@gmail.com

Educational Background: BA (History) - University of South Carolina, Columbia

M.T. (Master of Teaching, Secondary Education) - University of South Carolina, Columbia

M.Ed. (Master in Educational Administration) - University of South Carolina, Columbia

Professional Background: I began my professional career as a teacher at the secondary level. I have experience teaching in the private, traditional public, and charter school sectors.

Approximately five years ago I shifted my career by serving in more administrative and leadership roles. I currently serve as the Assistant Principal for South Carolina Whitmore School.

SCWS is a public charter high school that serves primarily at-risk students. Almost 2/3 of all students who enroll with SCWS have no mathematical chance of graduating on time (in four years). SCWS's main goals are to return students who have either previously ceased attending high school all together and retain students who are currently contemplating dropping out.

Through an online master-based curriculum, a flexible schedule, and high quality teacher support students who attend on a regular basis display great success. Since the 2011-2012 school year SCWS has graduated over 100 students, with 70% of those students pursuing higher education at either a two or four year college/university. SCWS currently serves 300 students statewide.

Male Female

Age: 18-25 26-50 Over 50

Item# 5

Name of Committee in which interested: Lexington/Richland Alcohol and Drug Abuse Council

Reason for interest: For multiple reasons, my maternal grandfather was a life-long alcoholic. His alcohol abuse devastated my mother, grandmother, and uncle. Naturally the firsthand experience of living with someone who abused alcohol directly impacted their lives. I have personally witnessed the effects alcohol abuse can have on a family, their friends, and the community in which they live. I have a passion to assist others in my community that struggle with drug and alcohol abuse. Many of them may not be aware of the impact their actions may have on not only their lives, but the lives of their family members and future generations to come.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: As a former public school teacher and current administrator I dedicate myself to serving others. I know each and every day what I do has a positive impact on others across South Carolina. I know the LRADAC has a similar positive impact to those in need across the Midlands. I believe my organizational skills, leadership skills, creativity, and authentic desire to assist others who struggle with alcohol and drug abuse would be an asset to the LRADAC.

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

Any other information you wish to give? No

Recommended by Council Member(s): Jim Manning – Richland County District 8

Hours willing to commit each month: 10 hours/month

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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.

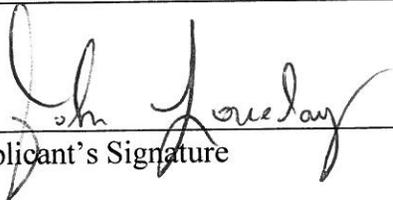
Yes No *X*

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

1-16-14
Date

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

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

Applications are current for one year.

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

Item# 5

Richland County Council Request of Action

Subject

Planning Commission-1; one application was received from the following: **[PAGES 21-23]**

Christopher Anderson

Purpose



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Christopher Anderson
Home Address: 4611 Pine Grove Ct.
Telephone: (home) 803-361-7664 (work) SAME
Office Address: 1320 Main St. Col. SC 29201
Email Address: canderson@primelending or chris.d.anderson1@gmail.com
Educational Background: BA
Professional Background: Banking
Male Female Age: 18-25 26-50 Over 50
Name of Committee in which interested: Planning Commission
Reason for interest: Served on PC for 4 years. Enjoyed serving my community and working w/ community leaders. Have time to attend meetings and participate.
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: Previous time served on PC, involved in the drafting of 2020 Comp Plan, Integrity, understanding, compassionate
Presently serve on any County Committee, Board or Commission? N
Any other information you wish to give?
Recommended by Council Member(s): Gregg Pearce
Hours willing to commit each month: 15-20

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 _____

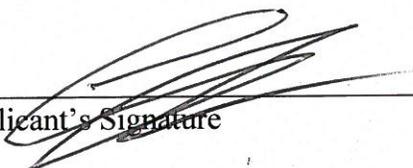
STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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

12/5/2017
Date

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

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

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	Item# 6

Richland County Council Request of Action

Subject

Township Auditorium Board-1; there is one vacancy on this board

Purpose

Richland County Council Request of Action

Subject

Central Midlands Council of Governments Appointments

Purpose

Richland County Council Request of Action

Subject

Clarification on Taping Council Committee Meetings

Purpose

Richland County Council Request of Action

Subject

All applicants for Richland County Boards and Commissions will be afforded a minimum of one week's advance notice as to the date and time of their respective interviews. no exceptions will be made to this rule **[PEARCE]**

Purpose

Richland County Council Request of Action

Subject

Changing the Rules and Appointments Committee Time

Purpose