



Richland County Council
Rules and Appointment Committee
MINUTES
March 7, 2023 – 4:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

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

OTHERS PRESENT: Kyle Holsclaw, Michelle Onley, Tamar Black, Anette Kirylo, and Angela Weathersby

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 4:03 PM.
2. **APPROVAL OF MINUTES**
 - a. **December 13, 2022** – Mr. Branham moved to approve the minutes as distributed, seconded by Ms. Terracio.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.
3. **ADOPTION OF THE AGENDA** – Ms. Anette Kirylo, Clerk to Council, noted Richard Kemp withdrew his application for the Community Relations Council.

Mr. Branham moved to adopt the agenda as amended, seconded by Ms. Terracio.

In Favor: Branham, Terracio, and Barron.

The vote in favor was unanimous.
4. **ELECTION OF CHAIR** – Ms. Terracio moved to nominate Ms. Barron as Chair, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

POINT OF PERSONAL PRIVILEGE – Ms. Barron expressed her appreciation for allowing her to serve as Chair for another term.
5. **INTERVIEWS** – Ms. Barron requested the Clerk’s Office to review the list of applicants to ensure all applicants wishing to be considered for appointment are listed on the agenda.

Mr. Branham moved to go into Executive Session to interview the candidates for the Airport Commission, Community Relations Council, Employee Grievance Committee, Planning Commission, and the Riverbanks Park Commission, seconded by Ms. Terracio.

In Favor: Branham, Terracio, and Barron.

The vote in favor was unanimous.

The committee entered Executive Session at approximately 4:06 PM and exited at approximately 5:15 PM.

Ms. Terracio moved to come out of Executive Session, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

- a. Airport Commission – One (1) Vacancy (Applicant must reside in the Rosewood, Shandon, or Hollywood-Rose Wales Garden neighborhoods) – Ms. Heather Heckman was interviewed for the Airport Commission vacancy.
- b. Community Relations Council – Three (3) Vacancies – Ms. Shayne Kinloch, Ms. Kizzie Smalls, and Ms. Karen Phillips were interviewed for the Community Relations Council vacancies.
- c. Employee Grievance Committee – Two (2) Vacancies (Must be a Richland County Government employee) – Ms. Christa Sheehan was interviewed for the Employee Grievance Committee vacancies.
- d. Planning Commission – One (1) Vacancy – Mr. William “Bill” Malinowski and Mr. Bryan Grady were interviewed for the Planning Commission vacancy.
- e. Riverbanks Park Commission – One (1) Vacancy – Mr. Robert Davidson was interviewed for the Riverbanks Park Commission vacancy.

Ms. Kirylo requested to amend the agenda to include Ms. Shandelle Simmons for consideration for the Community Relations Council.

Ms. Barron noted for the record, Ms. Simmons was previously interviewed and should be considered.

Ms. Terracio moved to amend the agenda to include Ms. Shandelle Simmons, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

6. APPOINTMENTS

- a. Airport Commission – One (1) Vacancy (Applicant must reside in the Rosewood, Shandon, or Hollywood-Rose Wales Garden neighborhoods) – Ms. Terracio moved to appoint Mr. Frank Caggiano, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron.

The vote in favor was unanimous.

- b. Community Relations Council – Three (3) Vacancies – Mr. Branham moved to appoint Ms. Kizzie Smalls, seconded by Ms. Terracio.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

Ms. Terracio moved to appoint Ms. Shandelle Simmons, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

Mr. Branham moved to appoint Ms. Karen Phillips, seconded by Ms. Terracio.

Ms. Terracio inquired if we have guidance from the Community Relations Council regarding what qualifications they are looking for in an applicant.

Ms. Barron responded they had not made a recommendation recently. Previously, they needed attorneys, but we may need to go back and ask them. Although Ms. Phillips has great passion, she believes other applicants have more experience and professional knowledge.

Mr. Branham withdrew his motion. He suggested speaking with Council and the Community Relations Council to determine their needs.

Ms. Barron moved to appoint Ms. Shayne Kinloch, seconded by Mr. Branham.

Ms. Terracio noted Ms. Kinloch spoke in generalized terms about the Community Relations Council. She did not feel strongly about her connection to the Council and its work.

Ms. Barron withdrew her motion.

Ms. Terracio moved to re-advertise the remaining vacancy and obtain information from the Community Relations Council regarding their present needs, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

- c. Employee Grievance Committee – Two (2) Vacancies (Must be a Richland County Government employee) – Ms. Terracio moved to appoint Ms. Christa Sheehan, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

- d. Planning Commission – One (1) Vacancy – Mr. Branham moved to appoint Mr. Bryan Grady, seconded by Ms. Terracio.

Ms. Barron stated she welcomes Mr. Grady's previous experience on the Planning Commission. She also noted she does not think we will get a better candidate than Mr. Malinowski, given his knowledge from previously serving on County Council and working hand-in-hand with Planning staff.

In Favor: Branham and Terracio

Opposed: Barron

The vote was in favor.

- e. Riverbanks Park Commission – One (1) Vacancy – Ms. Terracio moved to re-appoint Mr. Robert Davidson, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

- f. Transportation Penny Advisory Committee (TPAC) – Three (3) Vacancies – Ms. Terracio moved to re-advertise the vacancies, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

7. **NOTIFICATION OF VACANCIES**

- a. Accommodations Tax Committee – Six (6) Vacancies (ONE applicant must have a background in the lodging industry, THREE applicants must have a background in the hospitality industry, ONE applicant must have a cultural background, and ONE applicant will fill an at-large seat)
- b. Board of Zoning Appeals – Four (4) Vacancies
- c. Building Codes Board of Appeals – Nine (9) Vacancies (ONE applicant must be from the architecture industry, ONE applicant must be from the gas industry, ONE applicant must be from the building industry, ONE applicant must be from the contracting industry, ONE applicant must be from the plumbing industry, ONE applicant must be from the electrical industry, ONE applicant must be from the engineering industry, and TWO applicants must be from the fire industry, as alternates)
- d. Business Service Center Appeals Board – Three (3) Vacancies (ONE applicant must be from the business industry and TWO applicants must be CPAs)
- e. Community Relations Council – One (1) Vacancy

- f. Hospitality Tax Committee – Three (3) Vacancies (TWO applicants must be from the restaurant industry)
- g. Midlands Workforce Development Board – Four (4) Vacancies (Applicants must be from the private sector)
- h. Transportation Penny Advisory Committee (TPAC) – Four (4) Vacancies

Ms. Kirylo noted that the remaining Community Relations Council vacancy needs to be added to the list of vacancies. In addition, she stated the ad would be published on March 24th, with a deadline of April 21st.

Ms. Terracio moved to forward to Council with a recommendation to advertise for the above-referenced vacancies, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron

The vote in favor was unanimous.

8. **ITEMS FOR INFORMATION**

- a. Boards, Commissions, and Committee Advertisement Schedule – No action was taken.
- b. Applications Currently on File – No action was taken.

9. **ADJOURNMENT** – Ms. Terracio moved to adjourn the meeting, seconded by Mr. Branham.

In Favor: Branham, Terracio, and Barron.

The vote in favor was unanimous.

The meeting adjourned at approximately 5:31 PM.