



Richland County Council  
Rules and Appointment Committee  
**MINUTES**  
April 18, 2023 – 3:00 PM  
Council Chambers  
2020 Hampton Street, Columbia, SC 29204

---

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

NOT PRESENT: Jason Branham

OTHERS PRESENT: Don Weaver, Kyle Holsclaw, Ashiya Myers, Leonardo Brown, Patrick Wright, Michelle Onley, Anette Kirylo, Dale Welch, Abhijit Deshpande, Chelsea Bennett, and Angela Weathersby, Tammy Beagen.

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 3:00 PM.  
Ms. Barron stated that due to health issues, Mr. Branham would not be attending the meeting today.
2. **APPROVAL OF MINUTES**
  - a. **March 21, 2023** – Ms. Terracio moved to approve the minutes as distributed, seconded by Ms. Barron.  
In Favor: Terracio and Barron  
Not Present: Branham  
The vote in favor was unanimous.
3. **ADOPTION OF THE AGENDA** – Ms. Terracio moved to adopt the agenda as published, seconded by Ms. Barron.  
In Favor: Terracio and Barron  
Not Present: Branham  
The vote in favor was unanimous.
4. **ITEMS FOR DISCUSSION/ACTION**
  - a. **Midlands Workforce Development Board Terms of Service** – Ms. Barron noted the Midlands Workforce Development Board is unique. You have to have individuals from specific fields serve on the board. Last year, the Rules Committee discussed having different term lengths to ensure we do not have all of the individuals coming off at the same time. The committee requested the Clerk's Office to contact the board for guidance.  
  
Ms. Tammy Beagan, Midlands Workforce Development Board – Interim Director, stated they are a federally mandated board; therefore, they are governed by the SC Department of Labor and SC Department of Employment and Workforce, which operates the State level unit. The attachment included in the agenda packet is an instruction letter from the SC Department of Employment and Workforce outlining how they wished to have the seats appointed. She noted the board covers Lexington, Fairfield, and Richland counties. While all seats are required, they must also have representatives across the three counties. When they first got the legislation, they looked at the seats and tried to make some distinguishing factors. Fairfield is a fairly rural county, so they tried to be judicious in the kinds of seats

they would be able to fill. The seats are also proportionately distributed by the amount of funds received and the county's population. There are also three (3) seats the State has mandated where the partner organization appoints them, and their county of residence cannot be considered. The current SC Department of Employment and Workforce representative lives in Richland County. The Department of Vocational Rehabilitation and the Commission for the Blind representatives typically reside in Lexington County. She noted that the private sector appointments are the most flexible, but they are looking for people with decision-making authority in their company. The ideal candidate would be able to advise them on how to design and implement employment and training programs since that is what the board does. In the other seats, they are seeking stakeholders to help advise them on policies and strategies.

Ms. Barron noted on p. 14 there is a proposed term of service recommendation. She inquired if the Midlands Workforce Development Board submitted the proposed terms of service.

Ms. Anette Kirylo, Clerk to Council, responded the Clerk's Office worked with Ms. Beagan to propose terms that would work best for the board. She noted they did request that the three core organizations' terms be for the length of the appointee's employment.

Ms. Beagan stated, for example, the SC Department of Employment and Workforce has an area manager that oversees the work centers for the three counties, so that is their designee. The person in that position could change at any given time, which is the case with the individual appointed in February. She noted that the Adult Education appointee tends to stay in place for a reasonably long period, and there are only a few individuals to choose from.

Ms. Barron stated for clarification, the Economic Development, SC Employment and Workforce Development, and Adult Education appointees would flow through the committee for appointment, but there would be no term limits for those appointees.

Ms. Beagan responded that is the recommendation.

Ms. Barron indicated the other terms would be as follows: Private Sector (3 – five-year terms; 2 – three-year terms); Apprentice (2 – five-year terms); Education (MTC – five-year term; Career and Technical Education or Youth Education – three-year term). She noted her only concern with the recommendation is the committee potentially having to appoint all the five-year terms at the same time. She noted we want to avoid a board being vacated. She would like to see the terms staggered more (i.e., three, four, and five-year terms).

Mr. Patrick Wright, County Attorney, suggested the initial appointment be for a different term. Once the first term has concluded, you could set a five-year term.

Ms. Barron inquired if the board would take ownership of that or would the County.

Mr. Wright responded the only difference would be the first appointment so that the terms would be staggered.

Ms. Terracio stated we could appoint someone new to the board every other year.

Ms. Kirylo stated there are five appointees for the private sector; of those five, three will serve five years, and two will serve three years. Therefore, the terms will be staggered.

Ms. Barron stated several appointments are five-year terms. Her concern is if the three in the private sector, the two in apprentice, and the one from Midlands Tech are all appointed in the same year, we would have fifteen people no longer on the board and need to be replaced. She inquired if it would be to our advantage to look at the currently seated individuals and assign terms to them and the new individuals.

**POINT OF PERSONAL PRIVILEGE** – Ms. Barron noted for the first time in three years, we are not conducting interviews.

Mr. Wright responded to ensure that you have the staggered terms; you can do that with the individuals currently serving and those appointed in the future.

Ms. Terracio stated she is surprised there has not been more of a natural staggering.

Ms. Barron indicated she believes part of that is because we were so backlogged with interviews. She noted that we might want to look at doing this for a couple other boards.

Mr. Wright stated that if someone were to resign, you could appoint someone to fill their vacancy, creating a continuous staggering.

Ms. Terracio moved to forward to Council the proposed terms of service for the Midlands Workforce Development Board, seconded by Ms. Barron.

Ms. Barron inquired if we need to be specific about assigning the terms of those already appointed and those being appointed in the future.

Mr. Wright responded if you want to implement the staggered terms, you would need to delineate how the terms will be staggered.

Ms. Barron indicated we would need supporting documents to accompany the motion.

Mr. Wright replied you would need something to show the initial terms for the current and future appointees.

Ms. Terracio amended her motion as follows: to forward to Council the proposed terms of service, with the addition of creating an initial term of three years for a five-year term and one year for a three-year term to create staggered expiring terms, seconded by Ms. Barron.

In Favor: Terracio and Barron

Not Present: Branham

The vote in favor was unanimous.

- b. Request all Boards, Committees, and Commissions whose members are appointed by Richland County Council to re-evaluate the number of members they need to serve on that particular entity in order to address their need for a reduction or an increase of members to be appointed and serve. [BARRON – January 3, 2023] – Ms. Barron stated the premise behind this motion is that we have been operating and filling the boards based upon past recommendations. When we were cleaning up the board descriptions, we realized there were some boards we no longer needed. In addition, we discovered some of these boards are extremely large or small. The recommendation is that the boards, commissions, and committees not governed by ordinance or State statute look at their makeup and determine if they need an increase or decrease in the number of members. She does not believe this will require a motion but to direct the Clerk’s Office in communicating with the boards, commissions, and committees to request they reevaluate their membership.

5. **ITEMS FOR INFORMATION**

- a. Boards, Commissions, and Committee Advertisement Schedule – Ms. Barron noted the current ad would close on April 21<sup>st</sup> and interviews will begin on May 2<sup>nd</sup>. She thanked the Clerk’s Office for their work in scheduling the interviews and meetings to fill these vacancies.

Ms. Terracio inquired where constituents would be able to find the ad.

Ms. Kirylo responded the ad is published on the County’s website, in the State newspaper, and on the County’s social media platforms. She noted the Clerk’s Office encourages those individuals interested to go to the County’s website and submit an online application.

- b. Applications Currently on File – Ms. Barron noted the highlighted names have applied for more than one board, commission, or committee. If the individual has previously been interviewed, their name will be added when appointments are made. If Ms. Terracio or Mr. Branham have any questions about an individual previously interviewed, she will gladly share her insight on those applicants.
- c. Quarterly Attendance Reports – Ms. Barron noted we have requested all boards, commissions, and committees to submit quarterly attendance reports. We often appoint individuals who do not attend the meeting, and we want the appointees to be active. We are getting a better response from the boards, commissions, and committees, but we are still not getting all the reports. She again praised the Clerk’s Office for implementing the online reporting system that provides continuity and consistency.

6. **ADJOURNMENT** – Ms. Terracio moved to adjourn the meeting, seconded by Ms. Barron.

In Favor: Terracio and Barron

Not Present: Branham

The vote in favor was unanimous.

The meeting was adjourned at approximately 3:30 PM.