Richland County
Rules & Appointments Committee

AGENDA

September 12, 2023 - 3:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

<table>
<thead>
<tr>
<th>The HonorableJason Branham</th>
<th>The HonorableAllison Terracio</th>
<th>The HonorableGretchen Barron, Chair</th>
</tr>
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<td>District 1</td>
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1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**
   a. July 18, 2023 [PAGES 7-9]

3. **ADOPTION OF AGENDA**

4. **INTERVIEWS**
   a. Richland Library - Four (4) Vacancies
      1. Valerie Byrd Fort
      2. Brenda Branic (*Incumbent)
      3. Nitiki Satterwhite
      4. David Campbell
      5. Scott Lindenberg
      6. Lisa Hammond
      7. Robert Mathews
      8. Tyson Brown (Applicant also applied for Midlands Workforce Development Board)
   b. Midlands Workforce Development Board - Two (2) Vacancies (One applicant must be from the Private Sector and one applicant must represent the Labor Industry)
      1. Debra Stripling
      2. Kevin McNerney
      3. Tyson Brown (Applicant also applied for Richland Library)
5. **APPOINTMENTS**

   a. Richland Library - Four (4) Vacancies

      1. Valerie Byrd Fort
      2. Brenda Branic (*Incumbent)
      3. Nitiki Satterwhite
      4. David Campbell
      5. Scott Lindenberg
      6. Lisa Hammond
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   b. Midlands Workforce Development Board - Two (2) Vacancies (One applicant must be from the Private Sector and one applicant must represent the Labor Industry)

      1. Debra Stripling
      2. Kevin Mc Nerney
      3. Tyson Brown (Applicant also applied for the Richland Library)

6. **NOTIFICATION OF VACANCIES** [PAGES 10-11]
4. Building Codes Board of Appeals – Eight (8) 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, and TWO applicants must be from Fire Industry as alternates)

5. Business Service Center Appeals Board – Three (3) Vacancies (ONE applicant must be from the Business Industry and TWO applicants must be CPAs)

6. Central Midlands Council of Governments – Two (2) Vacancies

7. Central Midlands Regional Transit Authority – One (1) Vacancy

8. East Richland Public Service District – One (1) Vacancy

9. Hospitality Tax Committee – Three (3) Vacancies (TWO applicants must be from the Restaurant Industry)

10. Midlands Workforce Development Board – Two (2) Vacancies (ONE applicant must be from the Private Sector and ONE applicant must be from the Labor Industry)

11. Planning Commission – Two (2) Vacancies

12. Richland Library Board – Four (4) Vacancies

13. Richland Memorial Hospital Board – Five (5) Vacancies

14. Transportation Penny Advisory Committee (TPAC) – Four (4) Vacancies

7. **ITEMS FOR INFORMATION**

   a. Boards, Commissions, and Committee Advertisement Schedule [PAGE 12]

   b. Applications Currently on File [PAGES 13-14]

8. **ADJOURNMENT**

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

OTHERS PRESENT: Kyle Holscaw, Michelle Onley, Anette Kirylo, Lori Thomas, Dale Welch, Leonardo Brown, Patrick Wright, Aric Jensen, Chelsea Bennett, Venyke Harley, Allyce Bailey, and Angela Weathersby

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 3:00 PM.

2. **APPROVAL OF MINUTES**
   a. **June 6, 2023** – Mr. Branham moved to approve the minutes as distributed, seconded by Ms. Barron.

      In Favor: Branham, Terracio, and Barron

      The vote in favor was unanimous.

3. **ADOPTION OF THE AGENDA** – Ms. Anette Kirylo, Clerk to Council, noted that Mark Taylor and Stephanie Cameron withdrew their applications.

   Mr. Wright stated he needed to provide information during Executive Session to the committee regarding the Employee Grievance Committee.

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

   In Favor: Branham, Terracio, and Barron

   The vote in favor was unanimous.

4. **INTERVIEWS** – Ms. Barron acknowledged that the Rules and Appointments Committee had previously appointed several individuals to the Employee Grievance Committee. We are back to appoint additional committee members, as we need alternates.

   Mr. Branham moved to go into Executive Session to conduct interviews for the Employee Grievance Committee, seconded by Ms. Terracio.

   In Favor: Branham, Terracio, and Barron

   The vote in favor was unanimous.
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.

Ms. Barron indicated no action was taken in Executive Session. She pointed out the committee conducted these interviews based on the need to diversify the Employee Grievance Committee to ensure we have representation from different departments.

The following people were interviewed:

a. Employee Grievance Committee – Six (6) Vacancies (Two (2) Member Vacancies and Four (4) Alternates) – Mr. Ernest Starling, Mr. Kevin Bland, Ms. Kenneth Kinney, Ms. Dawn Green, Ms. Clarissa Dickerson, Ms. Sharon Long, Mr. Shep Headley, Mr. Alexander Burton, Ms. Tameka Barczak, Ms. Julia Anderson, and Ms. Keisha Bell were interviewed for the Employee Grievance Committee.

5. **APPOINTMENTS**

a. Employee Grievance Committee – Six (6) Vacancies (Two (2) Member Vacancies and Four (4) Alternates)

   Mr. Branham recommended the following applicants be considered for the six vacancies: Mr. Kevin Bland, Ms. Clarissa Dickerson, Mr. Shep Headley, Ms. Tameka Barczak, and Ms. Keisha Bell.

   Ms. Terracio also recommended considering Mr. Kenneth Kinney.

   Ms. Terracio moved to appoint Ms. Clarissa Dickerson as a member, seconded by Mr. Branham.

   Ms. Barron noted Ms. Dickerson was one of her top three choices, but due to the grievances pending, she would prefer appointing someone else to the "member" vacancy.

   Ms. Terracio withdrew her motion.

   Mr. Branham moved to appoint Mr. Kevin Bland and Mr. Shep Headley to the Employee Grievance Committee, seconded by Ms. Terracio.

   In Favor: Branham, Terracio, and Barron.

   The vote in favor was unanimous.

   Mr. Branham moved to appoint Mr. Kenneth Kinney, Ms. Clarissa Dickerson, Ms. Tameka Barczak, and Ms. Keisha Bell, seconded by Ms. Terracio.

   In Favor: Branham, Terracio, and Barron

   The vote in favor was unanimous.

   Ms. Barron shared that the Employee Handbook states the Employee Grievance Committee needs five (5) members to be present for a quorum. However, by law, only four (4) members need to be present. Administration will be sending revisions to the Employee Handbook to Council.

6. **ITEMS FOR INFORMATION**

   a. **Boards, Commissions, and Committee Advertisement Schedule** – No action was taken.

   b. **Applications Currently on File** – No action was taken.
7. **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 was adjourned at approximately 4:29 PM.
Richland County Council
Boards, Commissions and Committees Vacancies

Richland County Council will accept applications through October 20, 2023 at 5:00 pm for Service on the following Boards, Commissions or Committees:

1. Accommodations Tax Committee – Four (4) Vacancies (ONE applicant must have a background in the lodging industry, TWO applicants must have a background in the hospitality industry, and ONE applicant must have a cultural background)

2. Airport Commission – One (1) Vacancy

3. Board of Zoning Appeals – One (1) Vacancy

4. Building Codes Board of Appeals – Eight (8) 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, and TWO applicants must be from Fire Industry as alternates)

5. Business Service Center Appeals Board – Three (3) Vacancies (ONE applicant must be from the Business Industry and TWO applicants must be CPAs)

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12. Richland Library Board – Four (4) Vacancies

13. Richland Memorial Hospital Board – Five (5) Vacancies

14. Transportation Penny Advisory Committee (TPAC) – Four (4) Vacancies

The Rules and Appointments committee will tentatively start the interview process in September 2023 with recommendations for appointments following thereafter.

Please visit www.richlandcountysc.gov to submit an online application for the board, commission or committee you are interested in serving on. Please note the dates and times that particular board, commission or committee meets to ensure your availability to attend those meetings prior to submitting your application. Once you have submitted the application and resume, the Clerk of Council’s Office will contact you to schedule a brief interview with the Rules and Appointments Committee. Interviews take place on Tuesdays afternoon.

You are strongly encouraged to speak with your Council District Representative and to visit www.richlandcountysc.gov to learn more about the board, commission or committee you are
interested in serving on prior to applying. If you need additional information, please contact the Richland County Clerk to Council Office at (803) 576-2060 or by e-mail at rccoco@richlandcountysc.gov.
## Boards, Commissions and Committee
### Vacancy and Application Deadline Schedule

<table>
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<th>Submit Vacancy Listing to Rules Committee</th>
<th>Publication of Ad (Estimate)</th>
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## APPLICATIONS ON FILE
### September 6, 2023

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**Highlighted Applicants have multiple applications on file.**
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