

Encl. 2 (Feb. Board Meeting Minutes)



**Board of Directors' Meeting
Monday, February 1, 2021**

MINUTES

Members Present

Clarendon County: Benton Blakely, Kevin Johnson, Shirley Keels, Dwight Stewart

Kershaw County: Julian Burns, Alfred Mae Drakeford, Jeffrey Graham, Brad Hanley, John Lee, Kenneth McCaskill, Sammie Tucker

Lee County: Grady Brown, Jackie Josey, Will Wheeler,

Sumter County: Eugene Baten, Steve Corley, Jay Davis, Jim McCain, Vivian McGhaney, Roland Robinson, David Weeks, Chuck Wilson, Earl Wilson

Members Absent

Clarendon County: Julia Nelson

Lee County: Travis Windham

Sumter County: David Merchant

1. **Welcome and Call to Order:** Chairman Vivian McGhaney called the meeting to order at 6:00pm
2. **Invocation/Pledge of Allegiance:** Chairman Vivian McGhaney provided the invocation and led the pledge and all attendees participated.
3. **Quorum Determination:** Chairman McGhaney determined there was a quorum with 23 of 26 board members present.
4. **Adoption of Agenda:** Chairman McGhaney called for a motion to approve the February 1, 2021 agenda. Mr. Chuck Wilson made a motion to adopt the agenda and Mr. Jeffery Graham seconded the motion. The motion passed unanimously.
5. **Approval of Previous Meeting Minutes:** Mrs. Alfred Mae Drakeford made a motion to approve the December 7, 2020 meeting minutes. Mrs. Shirley Keels seconded the motion. The motion passed unanimously.
6. **Presentation/Introduction of Guest:**
 - a. On behalf of the Board chair Mrs. McGhaney, Executive Director Christopher McKinney presented Laurie Funderburk with a plaque and thanked her for serving with distinction for 15 years and 10 months years of service on the board. Multiple board members also thanked Laurie for her service to the four-county region. Mrs. McGhaney stated that Laurie

Funderburk's departure is bittersweet and that she hopes their paths will lead her to higher grounds. Several other Board Members also made comments to Laurie Funderburk.

7. **Staff Briefings:**

a. **COG Financial Report:** Ms. Rachel Katorkas, Finance Department Chief, gave an overview of the Financial Report. The financial report you were sent, which was Enclosure # 3, runs through the end of December 2020. At that point, we were 50% of the way thru the fiscal year. Overall, we have brought in 27.3% of budgeted revenue and expended 43.6% of budgeted expenses. That differential is expected due to both the normal lag in receiving funds and the additional lag from the holidays. However, we have been working with state agencies, as well as making some internal process improvements, to decrease that lag time in the future. The cash balances for both the COG and RDC are included for your information at the bottom of page 3 of the report. Ms. Katorkas the audits for the COG and RDC are wrapping up and expect to have those audit reports presented at the next board meeting.

b. **HHS Briefing:**

Software Update: Ms. Janae Stowe, HHS Department Chief, reported that her department is exploring a new software to assist our four Councils on Aging (COA's), in becoming more efficient and effective, which will allow them to better utilize volunteers. This software will be a game changer for our local meal site providers as it will provide volunteer staff with the quickest routes for the delivery of daily meals. The end goal is to implement a software at zero cost to the COG and Providers via a funding source that was discovered during an internal collaboration session.

Ms. Stowe reported that the providers from across the region have been collaborating extremely well to solve common regional challenges.

Senior Raising Children (SRC): As reported in our December 2020 board meeting, our Senior Raising Children Program transitioned from summer camps to offering a voucher to support tutoring services for our children during the pandemic. The adjustment has been a success and we have already served 13 seniors/27 children for a total of \$11,686 dollars spent towards tutoring services for the children within our region. This is just a little over \$432 per child to help them from getting left behind. The social and financial costs greatly exceed our \$432 investment in our future. If you have any constituents, who may need assistance, please contact me at 803-774-1376.

Ms. Stowe also reported that the SCDOA has awarded the COG with Veterans funding in the amount of \$70,000. A survey was conducted by staff and the veterans reported home repairs as their top unmet need. The funding will be used to implement a home repairs for our veterans across the Santee-Lynches and the Central Midlands regions.

Included in the board packets was breakout of the number of meals provided during the pandemic. This chart displays the support provided to seniors across our region that was provided via the funding received from our grants. This is not the total of all meals the Councils

on Aging provided.

County	# of Meal
Clarendon	48,581
Kershaw	63,913
Lee	42,880
Sumter	90,350
Total	245,724

- c. **Government Services Briefing:** Mr. Dennis Cyphers, Government Service Chief, updated the board on the following:

5310 Funding - The Federal 5310 Program provides grant funding to organizations that provide enhanced mobility to its target clients. In accordance with an agreement between SLCOG and SCDOT, COG staff submits a ranking of projects in the region to the state for funding considerations. In a collaboration with our HHS department, the COG has created a path forward for our Centers on Aging to add FAR-UV Technology into transport vehicles used by those respective agencies. Additionally, we are pursuing using this same funding source to obtain logistic and route tracking software to ensure easier monitoring of the services rendered while creating routing efficiencies. We will keep the board posted on the outcome of these funding opportunities as updates occur.

Economic Development Administration (EDA) Grants (Broadband and Industry Sector Study)

- This project is a CARES Act funding 2-year award.
- **Broadband Study**
 - We are still on schedule for total completion of this study/plan.
- **Industry Sector Study**
 - S.W.O.T Analysis will be completed this week, and a first level input discussion will take place February 12th.

CDBG Update:

City of Bishopville – The Start-up checklist has been completed and approved. A Technical Assistance agreement with the COG, Bishopville, and SC DOC has been completed and the project is being advertised as of January 29, 2021, that project does have a Bid Opening set for March 2, 2021 at 2pm.

Mayesville/City of Sumter Sewer Upgrade – Construction was originally projected to be completed by December 2020; however, the project was extended to April 30, 2021 to allow for accurate grant close out process. The project did come in \$375 less than estimated because of materials. This required a change order which has been approved and the final pay request is expected next to start the Close-out process.

Sumter/Shannontown Demolition was approved to be extended to June 30, 2021, with additional dwellings added to the project. The second round of demolition will consist of 10 houses, however the bid for demolition has been delayed due to the Asbestos Surveying Company not having all properties inspected. As of January 29, 2021, all Asbestos inspections were completed, and we are awaiting Inspection results to move forward with the bid process.

Mayesville Demo – pending ERR submittal; in process of obtaining voluntary demolition agreements.

City of Bishopville Harlem Blue Pond Demolition project – ERR has been submitted and waiting approval from SCDOC. City is still in the process of obtaining voluntary demolition agreements.

Turbeville Sewer Upgrade – Construction has been completed and project is being financially monitored by SCDOC for project closure.

Bishopville Sewer Upgrade Phase II – Construction has begun the week of January 11, 2021. If you remember that construction was delayed due to materials delivery from COVID-19 but now we are moving forward again.

CDBG Business Development

- *Clarendon/PROVALUS* — Application has been approved and Startup checklist has been submitted. Still waiting on the checklist to be approved, this is in part to changes made to the performance agreement between PROVALUS and Clarendon county. As of January 14, 2021, Clarendon and PROVALUS were given documents to update based on the new Performance Agreement, the COG revised Startup Documents and returned them to SCDOC. Currently awaiting approval of the Startup Checklist to move forward with project.

Technical Assistance (TA) Agreements

- Paxville comprehensive plan is in the final stretch and a draft will be presented to that council next week at their Board Meeting. Our planners will be starting work on the ordinance aspect of the technical assistance in the next few weeks.

- d. **Workforce Development Briefing** – Ms. Areatha Clark, Deputy Executive Director and Workforce Development Chief, updated the Board on the following:

Job Placement Activity in S-L Region:

Ms. Clark provided an update on Placement Activity for the Santee-Lynches region. She provided updated employment numbers for the month of December 2020 we had 91 placements of 150 for the entire state. This means that 60.67% customers were placed into employment in the Santee-Lynches region. For calendar year 2020, Santee-Lynches placed 773 individuals into employment out of a total of 2,745 for the state – which is 28.16%. While 2020 was challenging, it was also full of opportunities.

Looking at the quarterly numbers for 2020, we have consistently performed well each quarter, except for the 2nd quarter (the numbers were significantly lower) when the pandemic forced us to close our doors to the public.

2020

	South Carolina Job Placement Numbers	S-L Region Job Placement Numbers	% S-L Region Contributed to State Totals	% Other Regions Contributed to State Totals
January	517	74	14.31%	14.31%
February	607	75	12.36%	12.36%
March	297	56	18.86%	18.86%
April	109	14	12.84%	12.84%
May	129	0	0.00%	0.00%
June	49	1	2.04%	2.04%
July	169	71	42.01%	42.01%
August	179	103	57.54%	57.54%
September	232	94	40.52%	40.52%
October	171	101	59.06%	59.06%
November	136	93	68.38%	31.62%
December	150	91	60.67%	39.33%
Totals for 2020	2745	773	28.16%	71.84%

	South Carolina Job Placement Numbers	S-L Region Job Placement Numbers	% S-L Region Contributed to State Totals	% Other Regions Contributed to State Totals
1Q	1421	205	14.43%	85.57%
2Q	287	15	5.23%	94.77%
3Q	580	268	46.21%	53.79%
4Q	457	285	62.36%	37.64%

We have gotten off to a great start for 2021. Staff have placed 100 individuals into employment in the month of January. The state's total is 176. Which means that we contributed 56.82% of the state's total.

2021

	South Carolina Job Placement Numbers	S-L Region Job Placement Numbers	% S-L Region Contributed to State Totals	% Other Regions Contributed to State Totals
January	176	100	56.82%	56.82%
Totals for 2020	176	100	56.82%	56.82%

Unemployment Update:

Ms. Areatha Clark reported that the unemployment rate has been declining steadily these past months. However, for the month of December it increased slightly from 4.4% in November to 4.6% in December for the State and increased from 4.4% to 5% for the Santee-Lynches region. Additionally, we lost 3,646 jobs. She also read some highlights from Director Dan Ellzey of the SC Department of Employment and Workforce.

Grant Opportunity:

Ms. Clark informed the board that Santee-Lynches is considering serving on a Working Group for a Highway Construction Workforce Partnership (HCWP) Grant in partnership with SCDOT. The purpose of this grant program is to provide funding to State departments of transportation (State DOT) to establish Highway Construction Workforce Programs that will implement and expand successful workforce practices to identify, train, and place individuals into highway construction jobs.

Mr. McKinney informed the board that SCDOT would have to apply for the Grant and Santee-Lynches would be a partner.

8. Committee Reports

Executive Committee Report:

Executive Committee presented the 2021 schedule for adoption. Mrs. McGhaney call for discussion on the matter brought forth from the committee as the motion had been offered and second by the committee. There was no discussion, and the motion was approved and passed unanimously.

9. New Business

Annual Report:

CEDS Update: The Comprehensive Economic Development Strategy (CEDDS) is required by the US Economic Development Administration (US EDA). As the regional EDA designated economic development district for the Santee-Lynches Region, we are responsible for the plan. Mr. Cyphers provided an overview of the update for information only.

10. Executive Director's Report:

Mr. McKinney informed the board; funding will be coming down from the South Carolina Department of Commerce (CDBG-CV) Funds. Funding is part of the March 2020 \$2trillion aid package (CARES Act). The funding must be used to serve populations that has 51% or greater low to moderate income persons, 70% of the funds must impact low to moderate income persons in addition the project must also prevent, prepare for, and respond to the coronavirus (COVID-19). Santee-Lynches will receive \$858,483 to utilize in our region to assist low to moderate income, prepare for, as well as respond to, or to prevent the coronavirus. There will be \$50,000 for grant administration, which leaves a total of \$808,483 for actual use execution of the project. Mr. McKinney meet with all 6 School District Superintendents, all 4 City Managers, and all 4 County Administrators, and they have agreed to a project to either help our schools get back to in person classes or help them to be resilient and maintaining in person classes because the state has an emphasis on schools. Everyone wants to be part of the plan to help get schools opened. Public schools play a huge part in economic development. That is the pipeline of our workforce. The SC Department Commerce has placed an emphasis on schools and the Biden Administration has a goal/pledge to have all schools opened within 100 days. Mr. McKinney informed the board that our plans must be put together and submitted by March.

Mr. McKinney introduced the Regional Plan to the Board that explained Far-UVC Technology. This system is a passive way to provide ongoing disinfection for certain areas which can add an additional layer of resiliency. This system can be mounted on school buses and can protect up to 300 Sq. Feet

of coverage. This system will create a barrier of protection for kids traveling to and from school. The Far-UVC can also be mounted inside the school. Mr. McKinney indicated that the funds will be divided per capital by school district. Depending on the number of students a school district has will determine their percentage of the money available.

A motion was made by Mr. John Lee to approve the Far-UVC project and second by Mr. Jeffery Graham. The motion was approved and passed unanimously.

11. Chairman's Remarks:

Mr. McKinney informed the board that the EDA Sprint Grant is still going through the evaluation process. He also informed the board that Morris College and Central Carolina Technical College will be our partners, and he will be submitting the Grant on Friday. Mr. McKinney recommend the board participate in the Federal Reserve Briefing on February 17, 2021 at 3:30pm with Dr. Ullrich from the Federal Reserve Bank of Richmond.

12. Executive Session:

Board Chair Vivian McGhaney called for a motion for the Board to go into Executive Session to discuss a matter relating to employment of an employee. The motion was made by Mr. Chuck Wilson, and second by Mrs. Shirley Keels. The motion was unanimously approved, and the board went into executive session. Zoom recordings stopped while the board was in session. The motion was made to come out of Executive Session by Mr. Jim McCain and second by Mr. Grady Brown. The motion was. Mr. McKinney asked that the minutes from the Executive Committee be read from the Board regarding employee-bonuses. Ms. Angela Jacobs informed the board that the Executive Committee entertained a motion to approve a Tier Bonus for staff who worked during the pandemic, those that came on after September will not receive a bonus. This will be a one-time bonus. The motion received a majority approval. Mr. Julian Burns voted "nay". The motion carried.

13. Chairman Remarks:

Board Chair Vivian McGhaney thanked everyone for their hard work. Mr. McKinney thanked the Board for approving the employee's bonuses.

14. Adjourn

Ms. Shirley Keels made a motion to adjourn the meeting at 8:15 p.m. and Mr. Jeffery Graham seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Christopher McKinney CEO/Executive Director