



**Executive Committee Meeting  
Hybrid (In-Person and Virtual)  
Central Carolina Technical College  
506 North Guignard Dr.  
Building M400, Rm M401  
Sumter, SC 29150  
Monday April 4, 2022  
5:00 PM**

**MINUTES**

**Members Present**

**Clarendon County:** Julia Nelson, Kevin Johnson, Dwight Stewart  
**Kershaw County:** Alfred Mae Drakeford, Jeffery Graham, Sammie Tucker  
**Sumter County:** Jim McCain, Vivian McGhaney  
**Lee County:** Will Wheeler

**Members Absent**

**Lee County:** Grady Brown, Travis Windham  
**Sumter County:** Steve Corley

1. **Welcome and Call to order:** Chairman Nelson called the meeting to order at 5:07 PM.
2. **Invocation:** Mrs. Vivian McGhaney provided the invocation.
3. **Pledge of Allegiance:** All attendees participated in the Pledge of Allegiance.
4. **Quorum Determination:** The board clerk, Ms. Linda Jackson, informed Chairman Nelson we had reached a quorum with 9 of 12 board members present.
5. **Amended Agenda Adoption:** Chairman Nelson called for a motion to adopt the amended agenda. Mrs. Alfred Mae Drakeford made the motion to adopt the amended agenda and it was seconded by Mr. Sammie Tucker. All were in favor and the motion passed unanimously.
6. **Approval of Previous Minutes:** Chairman Nelson called for a motion to approve the previous meeting minutes. Mr. Tucker made the motion, and it was seconded by Mr. Jim McCain. All were in favor and the motion passed unanimously.
7. **Old Business:**
  - a. **Grievance Policy Review-Final:** Chairman Nelson explained the final draft of the Grievance Policy. She expressed that the Committee held detailed on the policy discussion during the last

meeting and additional amendments were made. In response, Mr. Tucker made a motion to approve the draft Grievance Policy as the policy for the COG and it was seconded by Mr. McCain. All were in favor and the motion passed unanimously.

- b. **Potential By-law Revision:** Chairman Nelson informed the Committee that the by-law revision will be contingent upon the COG board approving the composition adjustments as a motion and second. She explained that at the Executive Committee meeting in May, the revised by-laws will be approved and then voted on at the June board meeting.

## 8. New Business

- a. N/A

- 9. **Next Steps-Executive Directors Search:** Chairman Nelson informed the board that Interim Executive Director Areatha Clark has been in contact with the Municipal Association as well as the South Carolina Association of Counties to promote and accept resumes on the COG's behalf. Information was also provided on other organizations that could assist with the search, but at a cost. She reminded the Committee of the Search Committee members, which includes Dwight Stewart, Jeffery Graham, James Blassingame, Will Wheeler, Julia Nelson, Jim McCain, and Sammie Tucker. Mrs. Alfred Mae Drakeford suggested that the search should last no more than 30 days.
- 10. **Executive Directors Report:** Interim Executive Director Areatha Clark informed the Committee that it is time for the Building Committee to start back meeting on the building process. She mentioned that there have been individuals inquiring about buying the current location. With the Executive Committee's and Board's direction, they can begin pulling the Building Committee back together again. Mr. Tucker requested to revisit who is a part of the Building Committee. Ms. Clark mentioned that she will have the list of members before the board meeting and will proceed from there. Mrs. Drakeford wanted clarification on if the building on Main St. was still available. Ms. Clark responded yes, however there are three (3) other entities interested in building as well. Ms. Clark also mentioned the building has been closed for some time and needs a lot of work done and it will not accommodate all staff.

Chairman Nelson suggested keeping the building on Main St. as a backup just in case it could be used in the future. Mr. McCain informed the Committee that at a previous Economic Development meeting, it was mentioned that there is someone actively looking into buying the COG's current location. This action can occur at any time and staff will have to vacate within a 60 days' notice. Chairman Nelson explained to the Committee how the Building Committee needs to get together, for there are a few options on the table including: building from scratch on the land given to the COG by the City and the building on Main Street. Mr. Tucker informed the Executive Committee of the members of the Building Task Force Committee from the last revision in August 2021 included: Alfred Mae Drakeford (Chairman), Grady Brown, Kevin Johnson, Jim McCain, Julia Nelson, Dwight Stewart, Sammie Tucker, Chuck Wilson, Earl Wilson, and Travis Windham. He suggested that if any current members of that committee would like to step down, to let someone know so they can find a replacement and get to work.

Chairman Nelson asked Mrs. Drakeford to proceed with setting up their next meeting. Mrs. Drakeford requested that staff set up a doodle poll to send out to the Task Force Committee members.

- 11. **Chairman Remarks:** Chairman Nelson reported on the South Carolina (SC) Human Affairs Commission's complaint against a former employee and an EEOC filing. With the SC Human Affairs, they found no cause during investigation. The Commission was unable to conclude, based on the

information obtained during its investigation, that there has been a violation of the Human Affairs Law, Section 1-13-10 of the South Carolina Code 1976, as amended. The individual that filed the complaint has one (1) year from the alleged violation or within 120 days from the date of issuance of the notice of right to sue, whichever occurs earlier, otherwise, their right to sue under the Human Affairs Law is lost. The notice was stamped February 14, 2022. On March 16<sup>th</sup> Chairman Nelson received a notice from Attorney Fred Williams and as expected, the EEOC has adopted the South Carolina Human Affairs Commission's determination that there was no cause to believe any violation of any law occurred related to the former employee. The former employee has 90 days to bring suite on their federal claims or they will be barred by the statute of limitations.

Chairman Nelson informed the Committee of a previous discussion regarding changing the Executive Committee's meeting time, which will change the time of the COG Board meeting. She requested the board clerk Ms. Jackson, to create a poll to send to the Committee for vote. She mentioned that it can be hard having meetings at 5:00 PM for working individuals and encouraged the Committee to participate in the poll once it's sent out. Mr. Tucker suggested having the majority in person to keep a quorum and those that are working can join via Zoom. Ms. Jackson confirmed that the M400 room is available for COG Committee and Board meetings for the remainder of the year. Mr. Kevin Johnson recommended that Board members receive a stipend for attending in-person or virtual meetings. He also wanted clarification of what the per diem policy consisted of. The per diem consists of members attending meetings face to face explained Ms. Clark. Ms. Jackson confirmed that the per diem covers in person meetings only. Chairman Nelson requested staff investigate what the per diem covers for further discussion later. She suggested the Audit/Finance Committee and staff look at this to determine if the per diem can cover travel and attendance in person and attendance virtually.

12. Chairman Nelson called for a motion to adjourn. Mr. Tucker made the motion, and it was seconded by Mr. McCain. All were in favor and the motion passed unanimously.

Submitted by:

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Linda Jackson  
Board Clerk

Approved by:

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Areatha Clark  
Interim Executive Director