



**Executive Committee Meeting  
Via Zoom  
Monday, February 7, 2022  
5:00 PM**

**MINUTES**

**Members Present**

**Clarendon County:** Julia Nelson, Kevin Johnson, Dwight Stewart

**Kershaw County:** Alfred Mae Drakeford, Sammie Tucker, Jeffery Graham

**Lee County:** Will Wheeler, Travis Windham, Grady Brown

**Sumter County:** Steve Corley, Jim McCain, Vivian McGhaney

1. **Welcome and Call to Order:** Chairman Julia Nelson called the meeting to order at 5:08pm.
2. **Invocation:** Ms. Vivian McGhaney provided the invocation.
3. **Pledge of Allegiance:** Mr. Jim McCain led the Pledge of Allegiance.
4. **Quorum Determination:** The Board Clerk, Linda Jackson, informed Chairman Nelson we had reached a quorum with 12 of 12 board members present.
5. **Agenda Adoption:** Chairman Nelson made an amendment to the agenda to add an Executive Session to discuss the matter related to an employee, in accordance with Section 30-4-70 (a)(1) of the South Carolina Code before item 9 Next Step- Executive Directors Search. Mr. Will Wheeler made the motion and Mr. Jim McCain seconded. All were in favor and the motion passed unanimously.
6. **Approval of Previous Minutes:** Chairman Nelson called for a motion to approve the December 6, 2021, meeting minutes. Mr. McCain made the motion, and it was seconded by Mrs. Alfred Mae Drakeford. All were in favor and the motion passed unanimously, with Mr. Sammie Tucker's abstaining, due to not being present at that meeting.  
Chairman Nelson called for a motion to approve the January 13, 2022, meeting minutes. Mr. McCain made the motion, and it was seconded by Mr. Wheeler. All were in favor and the motion passed unanimously.
7. **Old Business:** N/A
8. **New Business:**
  - a. **Grievance Policy Review Draft:** Attorney Fred Williams gave a briefing of the draft grievance procedure that he recommends the board adopt. The procedure is an attempt to reflect the size of the COG, with 29 employees. Mr. Williams went over the steps of the recommended grievance procedure that an employee should take when filing a complaint as follows: Step 1: Informal discussion with supervisor, Step 2: Written complaint to supervisor, Step 3: Written complaint to the

Executive Director. The Executive Director will then provide the final decision to determine whether the grievance is upheld or not. If there is a complaint against the Executive Director, the Board of Directors shall appoint a subcommittee to take up the matter and make a decision. Mr. Williams also explained that the policy allows employees to be heard as well as be made aware of decisions. Mr. Williams emphasized to the board that due to the size of the COG he didn't think that they should have the same Grievance Policy that a County or City would have.

Mr. McCain asked if the COG has a Human Resources Department. Interim Executive Director Areatha Clark informed Mr. McCain that the COG is in the process of building a Human Resources Department.

Senator Kevin Johnson requested that the attorney recommend in the grievance policy how the subcommittee should operate. Mr. Williams agreed to add the recommendation to the policy. Mr. Wheeler suggested that no action be taken on the grievance policy until the Human Resources Department is set up. Ms. Clark also informed the board that staff are enrolled to be certified in Human Resources, which will take a few months. The board received Mr. Williams' briefing as information.

**b. Reappoint Executive Committee Members:** Committee members' term that expired in 2021 consist of Jim McCain, Vivian McGhaney, Dwight Stewart, and Alfred Mae Drakeford.

**c. Motion to reappoint committee members with expired terms in 2021:** Chairman Nelson called for a motion to reappoint Executive Committee members: Jim McCain, Vivian McGhaney, Dwight Stewart, and Alfred Mae Drakeford for another 3-year term. Mr. Wheeler made the motion, and it was seconded by Mr. Jeffery Graham. All were in favor and the motion passed unanimously.

**d. 2020 Census Report-Impact on Board Composition:** Mr. Dennis Cyphers presented a presentation to the board on the 2020 Census Report. There has been a 10% increase throughout Kershaw County, mainly in the Elgin and Camden areas. For Lee County there was a 15% decrease in the Lynchburg area. Sumter City reached a 10-12% increase and on the outline of Sumter County, there was a greater decrease of 15%. In Clarendon County, Summerton had a 15% migration out of the town. Manning and other central parts of Clarendon County did have a decrease in those areas.

Mr. Cyphers informed the board of the different towns' reports. Camden had reached a 14% increase for a total of 950 new residents; Elgin had a 24% increase for a total of 323 new residents; Bethune decreased 6%, Bishopville had a decrease of almost 13% with an out migration of 477 residents, Lynchburg had a 15% decrease with 55 less residents; Sumter had a 7.25% increase with about 3,000 new residents within the city limits; Mayesville had a 25% decrease of an almost 200 resident migration, and Pinewood had a 7% decrease estimating at a 35 resident migrations. In Clarendon County, Paxville increased by 25% with 47 new residents; Turbeville and Manning had about a 1-5% decrease with about a 230-resident migration; Summerton had a 18% decrease with about a 200-resident migration. The Executive Committee received Mr. Cyphers information as information.

Mr. Cyphers also presented to the Committee the population changes per capita. Sumter County has a decrease in the number of board members from 8 which will bring it to a -1. With Kershaw having a population growth, per bylaws that will be a +1 in the seat they occupy. Sumter City had some growth, so they will have a +1 seat. City of Camden will receive a +1 seat and due to the population decrease and the current bylaws, Bishopville will lose 2 seats.

Mr. Wheeler requested the Committee reference the bylaws. Mr. Tucker informed the Committee that Kershaw County gave up a seat to Lee County, Bishopville in 2010-2011. During that time the board made an amendment to allow the change to occur. Mr. McCain suggested that the board take a closer look because the numbers do not match the information provided.

Ms. Clark stated that this must be handled before July 1, 2022. Chairman Nelson added that the start of the paying of the money will not start until after July 1<sup>st</sup>.

**e. COG Board Composition Adjustments:** Senator Kevin Johnson recommended that the counties be notified about their dues. Ms. Clark advised the Committee that this item is on the agenda for discussion during the COG Board Meeting, coming from the Budget and Finance Committee. Ms. Clark informed the board that the budget information will go out to the cities and the counties after the COG Board meeting.

It was recommended that COG Board Composition Adjustments be tabled until further discussions can be held.

9. **Executive Session:** Chairman Julia Nelson entertained a motion to enter executive session. Mr. Jim McCain made the motion to enter executive session to discuss the matter related to an employee, in accordance with Section 30-4-70 (a)(1) of South Carolina Code and it was seconded by Mrs. Alfred Mae Drakeford. All were in favor and the motion was passed unanimously.

Chairman Julia Nelson called for a motion to exit executive session. Mr. Jim McCain made the motion, and it was seconded by Mr. Steve Corley. All were in favor and the motion passed unanimously.

**Action taken from Executive Session:** Chairman Nelson entertained any actions to be taken from Executive Session discussion. Mr. Tucker made a motion to increase Interim Executive Director Areatha Clark's salary to \$115,000 and it was seconded by Mr. McCain. All were in favor and the motion passed unanimously.

10. **Next Step- Executive Director Search:** Due to timing this item was tabled until the next meeting.

11. **Executive Director's Report:** None

12. **Chairman Remarks:** None

13. **Adjourn:** Chairman Nelson called for a motion to adjourn the meeting. Mr. McCain made the motion and was seconded by Mr. Tucker. All were in favor and the motion passed unanimously.

Submitted by:

*Linda Jackson*

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Linda Jackson  
Board Clerk

Approve by:

*Areatha Clark*

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Areatha Clark  
Interim Executive Director