



**Board of Directors  
Hybrid (In-Person & Virtual)  
Central Carolina Technical College  
506 North Guignard Dr.  
Building M400, Rm M401  
Sumter, SC 29150  
Monday, June 6, 2022  
6:00 PM**

**MINUTES**

**Members Present**

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

**Kershaw County:** Alfred Mae Drakeford, Penry Gustafson, Jeffery Graham, John Lee, Kenneth McCaskill, Sammie Tucker, Julian Burns

**Lee County:** Will Wheeler

**Sumter County:** James Blassingame, Jim McCain, Vivian McGhaney, Roland Robinson, Chuck Wilson, Earl Wilson, Eugene Baten, David Merchant

**Members Absent**

**Lee County:** Grady Brown, Jackie Josey, Travis Windham

**Sumter County:** Steve Corley, Jay Davis, David Weeks, Gifford Shaw

**Kershaw County:** Brad Hanley

1. **Welcome and Call to order:** Chairman Julia Nelson called the meeting to order at 6:11PM.
2. **Invocation:** Mr. James Blassingame 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 21 of 29 board members present.
5. **Agenda Adoption:** Chairman Nelson called for a motion to adopt the agenda. Mrs. Alfred Mae Drakeford made the motion, and it was seconded by Mr. Jim McCain. All were in favor and the motion passed unanimously.

6. **Approval of Previous Minutes:** Chairman Nelson called for a motion to approve the April 4, 2022, meeting minutes. Mr. Will Wheeler made the motion, and it was seconded by Mrs. Vivian McGhaney. All were in favor and the motion passed unanimously.

7. **Public Presentation:** None

8. **Staff Reports:** Mrs. Rachel Katorkas, Finance Chief, reported to the Board the finance report runs through the end of April and was 83% of the way through the fiscal year. Overall, the COG has brought in 53% of budgeted revenue and expanded 67% of budget expenses. She explained that that's a 14-point differential between expenses and revenue, which is normal. The financial report reflects the approved budget since the budget amendment hasn't been approved at this point. Mrs. Katorkas reported with the proposed budget amendment, the COG will be at 52% of budgeted revenue and 66% of expenses which is still the same 14-point differential. Mrs. Katorkas explained the expenses for advertising were over budgeted due to grant-related spending as previously reported. There was also an over budget in meeting cost as well as depreciation. She mentioned the depreciation was related to the vehicles that were purchased this year. The meeting cost was due to some grant related spending, primarily on senior socials that the COG received grants for. Mrs. Katorkas informed the Board the total cash on hand for the COG was \$2,418,162 as of the end of April and the RDC was \$1,926,910.

All other staff reports were enclosures for information only.

9. **Committee Report:**

a. **Executive Committee**

i. **By-Law Revision:** Chairman Nelson presented on behalf of the Executive Committee as a motion to approve the By-laws revision that reflected changes in Board representation as follows: City of Bishopville – 1, City of Sumter – 5, Clarendon County – 2, Kershaw County – 7, and Lee County 1. It was seconded by Mr. Dwight Stewart. All were in favor and the motion passed unanimously.

b. **Audit/Finance Committee**

i. **Approve FY 2022-2023 Budget Amendment:** Audit/Finance Committee Chairman Alfred Mae Drakeford expressed to the Board that the Audit/Finance Committee thoroughly reviewed the proposed budget amendment for FY 21-22 and the proposed budget for FY 22-23. The Board received the information in the April and June packets for review. Chairman Drakeford, on behalf of the Audit/Finance Committee made a motion to approve the budget amendment and it was seconded by Mr. Sammie Tucker. All were in favor and the motion passed unanimously.

ii. **Approve FY 2022-2023 Budget:** Audit/Finance Committee Chairman Drakeford called for a motion to approve the FY 22-23 budget and it was seconded by Mr. Wheeler. Mrs. Penry Gustafson mentioned that she noticed the cost for the storage units have increased and wanted clarification on what

the units were used for and how many were being paid for. Mrs. Katorkas responded that the COG has a total of three (3) storage units, and they are used for older file records because there is limited space at Corporate Way. There's also older furniture that was used a few years ago and during the transition to the current location, some items weren't needed at the time. Mrs. Katorkas also mentioned that the units are around \$130 per month per unit. With no further questions, all were in favor and the motion passed unanimously.

- iii. **Per Diems:** Audit/Finance Committee Chairman Drakeford explained to the Board that the Audit/Finance Committee reviewed the policy for Per Diems and provided to the Board information from other COGs on their per diem policy. Santee-Lynches is the only COG in South Carolina that pays a per diem to board members. She mentioned that the per diem is intended to pay board members for travel cost for meetings. If Santee-Lynches began paying members for all meeting attendance including virtual, ~~and~~ those payments would be taxable as wages. On behalf of the Audit/Finance Committee, Chairman Drakeford stated that the Committee recommends the Board not make a change to the Per Diem Policy.
- c. **Health & Human Services Committee:** Mrs. Shirley Keels presented to the Board that in FY 19-20, the SC Department on Aging awarded the COG with \$10,000 to implement a Veteran Transportation Pilot Project which provided transportation reimbursement to Veterans 60 or older for transportation to doctor's appointments and other non-essential trips. She stated the HHS staff executed this program so well, the SC Department on Aging has awarded the COG with an additional \$75,000 to expand the program. The service area for these funds includes both the Santee-Lynches and Central Midlands Regions for a total of twelve (12) counties.
- d. **Building Task Force Committee** Building Task Force Committee Chairman Drakeford reported to the Board that the Building Task Force Committee met on May 25<sup>th</sup> after visiting two locations. On April 22<sup>nd</sup>, the Committee visited VC3 in Columbia to check out their layout. She explained that the COG as well as VC3 both have a hybrid working environment and wanted to see how VC3 had their space laid out. Chairman Drakeford informed the Board that Ms. Areatha Clark provided pictures of VC3's layout during the meeting. On May 9<sup>th</sup>, the Building Task Force Committee along with Ms. Clark and Ms. Jackson visited the McDuffie Furniture Store on Main St. in Sumter. Chairman Drakeford explained that during that visit, the building seemed to be complementary to what the Committee is looking for and they believe it would be an asset for the COG. She stated the Committee's next step is meeting with the architect along with the COG's Department Chief's and Mr. Jay Davis to determine the cost associated with the McDuffie project on Tuesday, June 7<sup>th</sup>.

Chairman Drakeford asked that Mr. Jim McCain inform the Board of the plan Sumter County has that will benefit the COG. Mr. McCain reported that Sumter County has plans to purchase the McDuffie building with the Penny Progress Funds and will lease it to the COG. They are trying to keep the cost for the COG down to a minimum. Mr.

McCain explained that the COG is currently paying for two (2) leases on different buildings. He added the building is 25,000sq ft and the only concern is parking. The City will purchase the building next to the McDuffie building so parking will be in the rear and on the side of the building.

Lastly, Chairman Drakeford informed the Board that after the meeting with the architect, the Building Task force Committee will get back together and determine next steps.

**10. Old Business:**

- a. N/A

**11. New Business:**

- a. **Kershaw County Resolution:** Mr. Jeffery Graham presented to the Board on behalf of Kershaw County and the City of Camden, Bethune, and Elgin, that Kershaw County has been part of the transportation part of Central Midlands COG for over 20 years. Kershaw County requests that Santee-Lynches support in continuing the efforts in bringing all of Kershaw County services into Santee-Lynches region, including the funds for transportation that Lexington and Richmond County are receiving. Mr. Graham stated that with Board's support, they would send the resolution to the Governor as well as the State Transportation Secretary and the delegation from the federal level. This will make them aware that Santee-Lynches Regional Council of Governments fully supports ~~of~~ Kershaw County being solely in the Santee-Lynches region. Chairman Nelson brought a motion on behalf of the Executive Committee to approve the resolution that was presented by Kershaw County and was it seconded by Mr. Wheeler. Mr. Tucker asked that the delegation from Kershaw County, Senator Penry Gustafson and Representative Will Wheeler to also pass a resolution in support of this resolution through the local delegation to have their support in becoming part of the Santee-Lynches Regional Council of Governments as a whole. Representative Will Wheeler stated that it must be a letter and not a written resolution.

Mr. Julian Burns thanked Mr. Dennis Cyphers for his advice to Mr. Burns and their delegation. Mr. Burns requested Chairman Nelson to help the Board with coordinating various letters that must go out and the responses to the letters. All were in favor and the motion passed unanimously. Mr. Burns will follow-up with staff to help coordinate the process.

- 12. Next Steps-Executive Director's Search:** Chairman Nelson informed the Board that the Executive Search Committee met earlier that day. Following background checks and reference checks, the Committee will inform the Board of where they are once the background checks are complete.

- 13. Executive Director's Report:** Ms. Areatha Clark, Interim Executive Director, informed the Board of a couple of items that's related to funding for some of the COG's programs: Two

of the programs at the COG are expecting cuts in the new year: The Health and Human Services Department and another big hit for Workforce.

Ms. Clark reported the Health and Human Services department will sustain a cut that will eventually affect all its programs. Initially, it will affect the admin funds. However, if they continue to receive funding cuts, it may eventually affect services.

Ms. Clark informed the Board that the Workforce Development Department and its programs will sustain an 11.3% cut, which equates to almost \$150,000. They will have to be very innovative this year with their budgets – especially with the contract with Eckerd Connects. Ms. Clark brought to the Board's attention that Workforce will have to look for grant opportunities and other funding sources to be able to sustain workforce programs in the area. She mentioned that Workforce will have to seek other funding to be able to continue to effectively provide services in the region. In March, Workforce received a resiliency grant and approximately \$150,000 was set aside for participant cost. This will assist with services with projected funding cuts in the new year.

Mrs. Drakeford asked for clarification that the 2022-2023 budget will be approved at the Board meeting and amended later due to this change. Ms. Clark confirmed that that is what will occur. She mentioned that the budget Mrs. Rachel Katorkas presented for this year was based on last year's funding with anticipated cuts for the new year. Once the year starts, the budget will change slightly for Workforce, as a conservative budget was presented.

Lastly, Ms. Clark explained the COG yearly applies and have been fortunate to win NADO awards. The COG will be applying again this year and is excited about nominations from the HHS Department, Government Services (in particular the Far UV project) and possibly Workforce Development.

14. **Chairman Remarks:** Chairman Nelson thanked staff for their continued great work. She also thanked the Board members for continuing to be supportive and attending the meeting.
15. **Adjourn:** Chairman Nelson entertained 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:



Linda Jackson  
Board Clerk

Approve by:



Areatha Clark  
Interim Executive Director

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I certify that the public and media notifications of the above-mentioned meeting were given prior to the meeting as follows:

Public Notified:	Yes
Manner Notified:	Agenda was posted on Bulletin Board at 2525 Corporate Way, May 29, 2022
Media Notified:	Yes
Manner Notified:	Agenda emailed to local newspapers: The Item and The Chronicle
Date Notified:	May 29 <sup>th</sup> and May 30 <sup>th</sup> , 2022