



Santee Lynch Regional Council of Governments  
Board of Directors' Meeting  
Monday, June 3, 2019 - 6:00pm  
CCTC Advanced Manufacturing Technology Training Center  
853 Broad Street, Room A101  
Sumter, South Carolina

## BOARD MEETING MINUTES

### Members Present

**City of Manning:** Mayor Julia Nelson

**Clarendon County:** Sen. Kevin Johnson, Shirley Keels, Dwight Stewart

**City of Camden:** Mayor Alfred Mae Drakeford, Jeffrey Graham

**Kershaw County:** Rep. Laurie Funderburk, Kenneth McCaskill, Sammie Tucker, John Wesley Lee

**City of Bishopville:** Mayor Alexander Boyd, Rep. Will Wheeler

**Lee County:** Travis Windham

**Sumter County:** Eugene Baten, James McCain, Vivian McGhaney, Roland Robinson, Rep. David Weeks, Chuck Wilson, Earl Wilson

### Members Absent

**Clarendon County:** Benton Blakely

**Kershaw County:** Julian Burns (excused), Brad Hanley (excused)

**City of Sumter:** Mayor Joe McElveen (excused), David Merchant (excused), Ione Dwyer (excused), Steve Corley (excused)

**Sumter County:** Jay Davis

1. **Welcome and Call to Order:** Chairman Travis Windham called the meeting to order at 6:00pm.
2. **Invocation/Pledge of Allegiance:** Mr. Earl Wilson provided the invocation and all attendees participated in the pledge.
3. **Introduction of Guest:** Ms. Lottie Jones (SWRTA), Ms. Caroline Rogerson (Eckerd Connects), Ms. Shatoria McCoy (WIOA Youth Program), Ms. Tamara Moore (WIOA Youth Program), Ms. Tieyanna McDowell (WIOA Youth Program).
4. **Quorum Determination:** Chairman Windham determined there was a quorum. 20 of 28 board members were present.
5. **Adoption of Agenda:** Mr. Jim McCain motioned to amend the agenda to remove item "9a. Executive Committee Report," which will be discussed at the August 2019 Board meeting. Mr. Sammie Tucker seconded the motion. The motion passed unanimously.

6. **Approval of Previous Meeting Minutes:** Mr. Eugene Baten made a motion to approve the May 6, 2019 meeting minutes. Mr. John Lee seconded the motion. The motion passed unanimously.

7. **Public Presentations: reach**

- a. **SLRCOG Service Testimonials:** Ms. Freda Amerson, Workforce Operations Coordinator, presented Ms. Caroline Rogerson, Eckerd Connects Program Manager. Ms. Rogerson manages programs that assist youth 16-24 years of age that have been enrolled in the WIOA Youth Program that provide the necessary education and job skills to secure gainful employment. Ms. Rogerson introduced three individuals, who gave testimonies: Ms. Tamara Moore, who is currently enrolled in Pharmacy Tech training; Ms. Tieyanna McDowell, who is now certified in Phlebotomy; and Ms. Shatoria McCoy, who is currently employed at Sumter Health as a CNA, has a Bachelor of Science in Psychology and is continuing her education in the medical field. Mr. McKinney explained how the WIOA program assist unemployed youth put themselves in a position to help themselves.

b. **Board Member Recognition**

- i. Mr. David Addison: Mr. Addison resigned from the Board of Directors effective May 29, 2019. Chairman Travis Windham will present a plaque to Mr. Addison recognizing his 20 years of service on the Santee-Lynches Board of Directors.
- ii. Mayor Alexander Boyd: Mayor Alexander Boyd, who did not seek reelection, was presented with a plaque recognizing his nine (9) years of service on the Santee Lynches Regional Council of Governments Board of Directors.

8. **Staff Briefings:**

- a. **COG Financial Report:** Ms. Rachel Katorkas, Finance Manager reviewed the April 30, 2019 financial report. She provided updated cash balances as well as the RDC bank balance as of April 30, 2019.

9. **Committee Reports:**

- a. **Executive Committee:** N/A

- b. **Audit/Finance Committee:** Ms. Alfred Mae Drakeford reported, the Audit Finance Committee met on May 16, 2019 to review a proposed Budget FY 2019-2020 and to receive an initial briefing on the status of proposals for audit services. The Audit/Finance Committee discussed inclusion of the COG's request for local member support for building capital in the proposed budget; however, no expenses associated with those funds are included in the operational budget. Ms. Drakeford informed the board that if the requests for building support are not fully funded in FY 2019-2020, there would be no negative impact to the COG's operating funds. Additionally, if any state funding was acquired for the building project, the amounts requested of local member governments would be reduced accordingly. Mr. McKinney reiterated the COG's operational budget would not be negatively impacted if the building request is not fully funded by all eight (8) member governments. The

Audit/Finance Committee recommended approval of the proposed budget for FY 2019-2020 as presented in the budget package. Chairman Windham called for a vote on the motion to approve the proposed budget for FY 2019-2020. The motion passed unanimously.

Ms. Alfred Mae Drakeford updated the board on the process underway to procure auditing services. The initial Request for Proposals (RFP) resulted in submission of two proposals. However, neither proposal fully addressed the two mandatory criteria. The RFP has been reissued with proposals due on June 6, 2019. Due to the timing of the Board meeting, not enough time would be allowed to present this to the Board for approval. Therefore, the Committee recommends that the Board authorize the Audit/Finance Committee to act, in this case, to select an audit firm based on staff recommendation. Chairman Windham called for a vote on the motion to authorize the Audit/Finance Committee, in this case, to select an audit firm based on staff recommendation. The motion passed unanimously.

**c. Workforce Committee:**

- i. Mr. Earl Wilson reported that the Workforce Committee had not yet met; however; Mr. McKinney reported at an earlier meeting that due to changes in state requirements, the COG will no longer be able to operate WIOA Case Management services in-house. Therefore, effective July 1, 2019, Eckerd Connects will be contracted to provide these services. Three (3) case managers will continue to work for the COG through June 30, 2019 and then will be absorbed by Eckerd Connects beginning July 1, 2019.

**d. ECS Committee:**

- i. **Long Range Transportation Plan (Forward 2045):** Mr. Dwight Stewart asked ECS Department Chief Kyle Kelly to provide the Board with information on *Forward 2045*, the Santee-Lynches Region's updated Long Range Transportation Plan. The ECS Committee recommended at its meeting on May 28, 2019 that the Board adopt *Forward 2045*. Mr. Stewart, on behalf of the ECS Committee, brought this motion to the Board for consideration. Chairman Windham called for a vote on the motion to adopt *Forward 2045: Santee-Lynches Long Range Transportation Plan*. The motion passed unanimously.
- ii. **Region Transit Study Update:** At the request of Mr. Stewart, Mr. Kelly provided an update on the Region Transit Needs Assessment Project that staff is completing for the Santee-Wateree Regional Transportation Authority (SWRTA). A written executive summary of the report will be drafted this month, with the full report to be completed in August 2019. Six hundred twenty-six (626) citizen surveys have been received to date. Based on the analysis of region travel patterns and transportation needs, three categories of priority destination have been determined: Grocery and Food; Healthcare and Social Assistance; and Education and Workforce Training. Mr. Kelly reported on short term options and recommendations currently in development.

- e. **HHS Committee:**
    - i. **Elder Abuse Awareness Proclamation:** Ms. Shirley Keels presented and read the Elder Abuse Awareness Day Proclamation for adoption by the Board, as Santee-Lynches Regional Council of Governments strives to raise awareness about Elder Abuse. Chairman Windham called for a vote on the motion to approve the Elder Abuse Awareness Proclamation and proclaim June as Elder Abuse Awareness month. The motion passed unanimously. Mr. Sammie Tucker recommended that the proclamation be adopted by all local governments
  - f. **Nominating Committee:**
    - i. **Proposed New Board Officers:** The Nominating Committee made the following recommendations for the slate of board officers to serve during the period of July 1, 2019 through June 30, 2021: Ms. Vivian McGhaney, Board Chair; Ms. Julia Nelson, 1<sup>st</sup> Vice-Chair; Mr. Sammie Tucker, 2<sup>nd</sup> Vice-Chair; Mr. Jim McCain, Secretary/Treasurer. Chairman Windham called for a vote on the motion to approve the recommended slate of officers to serve during the period of July 1, 2019 through June 30, 2021. The motion passed unanimously.
10. **Out-going Chairman's Recognition:** Vice-Chair Vivian McGhaney presented Chairman Travis Windham with a plaque recognizing his term as Board Chair.
11. **Out-going Chairman's Remarks:** Chairman Travis Windham addressed the Board, commenting on how much he has learned through his term as Board Chair, and thanking all the members for their dedication.
12. **Executive Directors Report:** none
13. **Old Business:** none
14. **New Business:**
  - a. **SC Housing Update:** Mr. McKinney reported to the Board on SC Housing Program Notice #17. Mr. McKinney described in detail how this affects properties purchased over a three-year period by the COG through the NIP Program and the challenges we are having and have had in working with SC Housing.
15. **Executive Session:** Mr. Jim McCain made a motion to go into executive session. Mr. Sammie Tucker seconded the motion. Mr. Jim McCain made a motion to come out of executive session. Mr. Sammie Tucker seconded the motion at 7:14pm. Ms. Julia Nelson stated that on behalf of the Executive Committee, the motion was made to authorize the Chairman of the Board to sign the Executive Director's contract by June 30, 2019. The Executive Director shall be responsible to initiate all contractual matters, to include the Executive Directors evaluation and proposed contract, to be completed no later than December 31, 2019. Chairman Windham asked Ms. Julia Nelson to provide a draft contract to the Board's Attorney for review. Once any necessary revisions are made to the contract, Mr. Sammie Tucker and Chairman

Windham will work together to finalize the contract. Mr. Sammie Tucker seconded the motion. The motion passed unanimously.

16. **New Chairman's Remarks:** Incoming Board Chair Vivian McGhaney stated that she looks forward to working with everyone under the leadership of the Executive Director.
17. **Adjournment:** Chairman Windham asked for a motion to adjourn. Mr. Sammie Tucker made a motion to adjourn. Mr. Dwight Stewart seconded the motion. The motion passed unanimously. The board meeting was adjourned at 7:23pm.

Respectfully Submitted,

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Christopher H. McKinney  
CEO/Executive Director