



**Santee Lynches Regional Council of Governments
Board of Directors Board Meeting
Monday, February 4, 2019 – 6:00pm
CCTC Advanced Manufacturing Technology Training Center
853 Broad Street, Room A101, Sumter, South Carolina**

MINUTES

Members Present

City of Manning: Mayor Julia Nelson

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

City of Camden: Mayor Alfred Mae Drakeford, Jeffery Graham

Kershaw County: Julian Burns, Brad Hanley, Kenneth McCaskill, Sammie Tucker

Lee County: David Addison, Representative Will Wheeler, Travis Windham

City of Sumter: Mayor Joe McElveen, David Merchant

Sumter County: Eugene Baten, Jay Davis, James McCain, Vivian McGhaney, Roland Robinson, Representative David Weeks, Chuck Wilson, Earl Wilson

Members Absent

Kershaw County: Representative Laurie Funderburk (excused), John Wesley Lee (excused)

City of Bishopville: Mayor Alexander Boyd (excused)

City of Sumter: Ione Dwyer, Dr. Bill Painter (excused)

1. **Welcome and Call to Order:** Chairman Travis Windham called the meeting to order at 6:12pm.
2. **Invocation/ Pledge of Allegiance:** Mr. Sammie Tucker provided the invocation and all attendees participated in the pledge.
3. **Introduction of Guest:** Mr. McKinney introduced our guest: Ms. Brenda Golden, Regional Workforce Adviser; Ms. Mary Yates, SLRCOG Caregiver; Mr. Ed. Brock, Catawba Regional COG.
4. **Quorum Determination:** Chairman Travis Windham determined there was a quorum.
5. **Adoption of Agenda:** Mr. Julian Burns made a motion to approve the Agenda. Mr. Chuck Wilson seconded the motion. Motion passed unanimously.
6. **Approval of Previous Meeting Minutes:** Mr. Julian Burns made a motion to approve the January 7, 2019 meeting minutes. Mr. Chuck Wilson seconded the motion. Motion passed unanimously.

7. Public Presentations:

- a. **Ms. Mary Yates**, SLRCOG Caregiver, spoke on her experience with the six-week Powerful Tools for Caregiver Training she recently attended. She stated how grateful she was for the opportunity to attend and how the class has improved her life and helped her learn tools for taking better care of herself.
- b. **Mr. Ed Brock**, from Catawba Regional COG, briefed the Board of Directors on the Revolving Loan Fund. Mr. Brock provided history on what they have done over the past 12 months, who they have helped, and how they can help the SLRCOG region in the future.
- c. **Ms. Brenda Golden**, from Regional Workforce Authority, presented on Startup Weekend, which will be taking place May 3-5, 2019 at CCTC in Sumter, but is open and available to anyone in the Santee-Lynches Region. Ms. Golden discussed how this three (3) day workshop will assist potential entrepreneurs, who want to can take an idea and make it into a working product in one weekend. Mr. Sammie Tucker inquired which schools this information would be going out to and encouraged Ms. Golden to ensure it went to all high schools/ career centers to include Camden Military Academy. Mr. James McCain inquired about registrations fees, to which Ms. Golden stated that Veterans would be given a 20% discount.

8. Staff Briefings:

- a. **COG Financial Report:** Ms. Kathy Powell reviewed the December 31, 2018 financial report.

9. Committee Reports:

a. Building Task Force:

- i. **Capital Request Recommendation for the New Building to Audit Finance Committee:** Ms. Alfred Mae Drakeford had Mr. McKinney present the information he presented at the Task Force Committee meeting held on Tuesday, January 29, 2019. Mr. McKinney discussed how he decided to proceed with a two (2) story building instead of three (3) stories due to the increased cost. He discussed that instead of having 3 floors, we would proceed by working with SWRTA to lease unutilized space, which would house the Comprehensive SC Works Center staff, while the new building would house all the SLRCOG staff. Mr. McKinney discussed how the SLRCOG would no longer ask for additional funds for "Premium Services" from five (5) of the eight (8) member governments. Recommendation was made to return to a flat rate across the board. Based on no longer asking for the additional funds, Mr. McKinney stated that he was requesting the per capita rate of \$1.25 to be increased to \$1.30. This would allow SLRCOG maintain salaries, while still providing the required match money. Mr. Kevin Johnson asked for clarification as to if this would begin in FY 19-20, to which Mr. McKinney stated yes. It was clarified the request was being made for SLRCOG's permission to ask the member governments for the per capita increase. If the board voted to give staff permission, the vote did not commit any of the member governments to support the requested increase. The decision to support or deny the request would be ultimately decided by each respective member government's council.

b. Audit & Finance:

- i. **COG Audit Report:** Ms. Alfred Mae Drakeford introduced Mr. Alan Grimsley with Mauldin Jenkins. Mr. Grimsley provided an overview of the SLRCOG Audit Report and Findings. Mr. Grimsley stated SLRCOG received an "unmodified opinion".
- ii. **Membership Dues Request for FY 2019-2020:** A motion was made by Ms. Vivian McGhaney to adopt the membership dues request for FY 2019-2020. Mr. Sammie Tucker seconded the motion, which was passed, opposed by Mr. Julian Burns.
- iii. **Capital Request for New Building:** A motion to give staff approval to submit capital request to each member government to build new HQ building was made by Mr. Kevin Jonson. Mr. Chuck Wilson seconded the motion. The motion was passed, opposed by Mr. Julian Burns.

- iv. **Health and Human Services:** Ms. Shirley Keels provided information to the Board regarding the current RFP's HHS will be submitting for meals and services. Ms. Keels also discussed how the State Unit on Aging has been renamed to the Department on Aging and a new director has been appointed.

10. **Regional Development Corporation (RDC) Annual Meeting:**

- a. **Call to Order:** Chairman Janson Cox called the RDC meeting to order at 7:15pm.
- b. **Minutes Excerpt:** A motion was made by Ms. Alfred Mae Drakeford to approve the Minutes Excerpt. Mr. Jeffery Graham seconded the motion. The motion was passed unanimously.
- c. **RDC Financial Report:** Ms. Kathy Powell explained what RDC is and why there are only a minute's excerpt from over a year ago. Ms. Powell reviewed the RDC Financial Report and encouraged Board Members to contact her with any questions they may have.
- d. **RDC Audit Report:** Mr. Alan Grimsley, with Mauldin Jenkins, presented the RDC Audit Report findings. Mr. Grimsley stated the RDC received an "unmodified opinion".
- e. **Proposed FY 18-19 Board of Directors Slate:** Mr. Janson Cox presented the Proposed FY 18-19 Board of Directors Slate, which includes several vacancies. Ms. Alfred Mae Drakeford made a motion to approve the Board of Directors for FY 18-19. Mr. Travis Windham seconded the motion. The motion was passed unanimously.
- f. **RDC Activities:** Mr. McKinney discussed the PowerPoint presentation, which outlined RDC Activities to include properties taken down as well as properties acquired. Mr. McKinney to email copies of the slides out to Board Members, per their request.
- g. **Other Business:** NA
- h. **Adjournment:** Chairman Janson Cox moved to adjourn the RDC Annual Meeting. Mr. Jeffrey Graham made a motion for adjournment. Mr. Julian Burns seconded the motion. The motion was passed unanimously.

11. **Executive Directors Report: NA**

12. **Old Business:**

- a. **Policy and Procedures Manual:** Mr. McKinney presented changes to the Policy and Procedures Manual
- b. **Insurance Coverage of Board Members and SLRCOG Staff in Sexual Harassments Situations,** if a board member and/or staff member receives criminal charges as a result of their actions, they are not covered by the agency insurance.
- c. **Drug Testing** company, LabCorp, has been identified as the company SLRCOG will utilize for Drug Testing of its employees. New employees will be tested upon hire and current employees will be randomly tested every quarter (4 times a year).
- d. **P15 Section II B** has been adjusted to read, "will notify appropriate."
- e. **P42, Section XX:** No changes made to the policy.
- f. **P40, Section XVI, 1st Paragraph:** No changes made to the policy. Per the labor attorney, having the board of directors resolve grievance issues would be cumbersome because we are so small.
- g. **P 46, Section II** has been changed to read, "all new employees will be required." Mr. McKinney will ensure there is a specific time frame for an employee to be tested and stipulations surrounding testing, such as if an accident occurs, etc.
- h. **P42, Section XX Ethics/ Conflicts of Interest:** Per the labor attorney, the law supports this policy. Additionally, all other COGs have a similar policy. Mr. McKinney adjusted the policy to read, "In certain circumstances involving real or potential conflicts, employees who run for public office may be placed on an unpaid leave of absence until after the election as dictated by the Hatch Act of 1939 and Section 8-13-735 of South Carolina Code. If an employee is placed on leave of absence, their employment may be terminated upon their election to public office." This affords the flexibility to evaluate each situation individually.

Mr. Sammie Tucker made a motion to accept the changes to the Policy Manual. Ms. Alfred Mae Drakeford seconded the motion. The motion was passed, opposed by Mr. Eugen Baten.

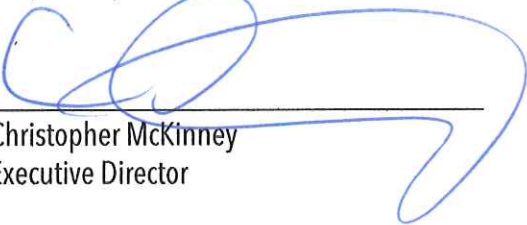
- i. **Board Meeting Time:** Chairman Travis Windom reported that out of 29 voting members, he had received responses from twenty-five (25) members: ten (10) members voting for 5:00pm and fifteen (15) members voting for 6:00pm Board of Directors meeting start time. Therefore, based on the votes received, SLRCOG Board of Directors meetings will commence at 6:00pm.

13. **New Business: NA**

14. **Chairman's Remarks:** Chairman Travis Windham discussed changes to the committees that would be taking place at the next Board meeting.

15. **Adjournment:** Chairman Travis Windham moved to adjourn the Board Meeting. Mr. Sammie Tucker made a motion to adjourn. Mr. Jeffrey Graham seconded the motion. The motion was passed unanimously. The Board Meeting was adjourned at 7:38pm.

Respectfully Submitted,



Christopher McKinney
Executive Director



CERTIFICATION OF PUBLIC AND MEDIA NOTIFICATION

I, Dana Strock, as Clerk for the Santee-Lynches Regional Council of Governments Board of Directors, do hereby certify that public and media notification of the Santee-Lynches Regional Council of Governments Board of Directors Meeting for February 4, 2019 was given prior thereto by the following means:

PUBLIC NOTIFIED	MANNER NOTIFIED		DATE NOTIFIED
Yes	Agenda posted on board at 2525 Corporate Way, Suite 200 Sumter, South Carolina 29154		January 18, 2019
MEDIA NOTIFIED	MANNER NOTIFIED		DATE NOTIFIED
Yes	Agenda mailed to local newspapers: Clarendon Citizen, Camden Chronicle, Le Observer, and the Item in Sumter		January 18, 2019
PUBLIC HEARING	ADVERTISED	MANNER NOTIFIED	DATE NOTIFIED

Respectfully Submitted

Dana Strock
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Chief, Office Administration