



Santee-Lynches Regional Council of Governments  
Board of Directors' Meeting  
October 1, 2018 - 5:00 PM  
CCTC Advanced Manufacturing Technology Training Center  
853 Broad Street, Room A101, Sumter, South Carolina

MINUTES

**Members Present:**

Clarendon: Benton Blakely, Sen. Kevin Johnson, Shirley Keels, Julia Nelson, Dwight Stewart  
Kershaw: Julian Burns, Alfred Mae Drakeford, Rep. Laurie Funderburk, Jeffrey Graham,  
Brad Hanley, John Wesley Lee, Kenneth McCaskill, Sammie Tucker  
Lee: David Addison, Alexander Boyd, Travis Windham  
Sumter: Eugene Baten, Ione Dwyer, Bob Galiano, Jim McCain, Joe McElveen, Vivian  
McGhaney, Bill Painter, Rep. David Week, Chuck Wilson, Earl Wilson

**Members Absent:** Rep. Will Wheeler (Excused), Jay Davis

**Guests Present:** Christine McLeod, Gladys Ross, Meghan Walker

**Staff Present:** Christopher McKinney, Kathy Powell, Areatha Clark, Connie Munn, Kyle Kelly, Becky Minegar, Freda Amerson, Esmonde Levy, Steve Berger, Priscilla Durant, Cassandra Sheriod, Daniel Wallace, April Barr, Bridget Edge, Brenda Carty, Susan Landfried, Lewan Brunson, Janae Stowe, Jake Whitmire, Yan Duan, Carrington Meadows

1. **Welcome and Call to Order** - Chairman Travis Windham called the meeting to order at 5:05PM and thanked everyone for attending.
2. John Lee provided the invocation and the pledge was provided by all attendees
3. Meghan Walker, SC Ethics Commission provided Ethics Training to the COG Board members and staff. At the end of the Ethics Training the Santee-Lynches COG staff was dismissed.
4. **Introduction of Guests - NA**
5. **Quorum Determination** - Chairman Windham verified that a quorum of the Board was present.
6. **Adoption of Amended Agenda** - A motion was made by Julian Burns to approve the Agenda. Dr. Bill Painter seconded the motion which passed unanimously.

7. **Approval of Previous Meeting Minutes** - A motion was made by Julian Burns to approve the August 13, 2018 meeting minutes. Dr. Bill Painter seconded the motion which passed unanimously.

8. **Public Presentations**

a. **SLRCOG Impact Stories**

Chris McKinney, Executive Director stated the staff does great work on behalf of our four-county region and we wanted to bring these impact stories to the board.

- **HHS Department - Gladys Ross**  
Ms. Gladys Ross shared that without the help of Brenda Richburg, SHIP Coordinator she would be unable to receive all of her medication, which at one time totaled \$1400.00. Brenda Richburg added she is able to help her clients directly through the drug companies if they meet their criteria.
- **ECS Department - Christine McLeod**  
Kyle Kelly, ECS Department Chief stated Christine McLeod came to Santee-Lynches Regional Council of Governments as an intern while studying for her degree in Human Resource Management and is a participant in the Tenant Based Rental Program. Ms. McLeod shared while getting her degree she worked full-time while raising four children. She now has her degree in Human Resources and is employed as a Human Resources Coordinator at Pilgrim's Pride. During her internship at Santee-Lynches RCOG, she was able to work in all departments to gain experience.

b. **Recognition - SC Works Case Managers, PY2017-18 Annual Report**

Chris McKinney introduced the SC Works Case Managers; Priscilla Durant, April Barr, and Cassandra Sheriod. Mr. McKinney explained with the closeout of PY'17 a year end report was produced reflecting Department of Labor performance measures for the year. There were 4 areas they were evaluated on and 11 out of the 12 categories they exceeded all goals and on the 12<sup>th</sup> category they scored 91%. Ms. Areatha Clark, Workforce Development Chief added we are the least staffed in the State of South Carolina and serve approximately 500 - 800 clients per year with less funding.

9. **Staff Briefings**

a. **Financial Report** - Ms. Kathy Powell, Deputy Executive Director and Chief Financial Officer, referred board members to the August 31, 2018 finance report. The current percent of the budget year completed is 16.67%. Mrs. Powell indicated we've collected approximately 13.7% of total budgeted administrative revenues and only about 4.5% of our Pass Through Revenues. She stated Pass Through expenses are about the same amount as the Pass Through Revenues. The rate of expenditure in these funds is a little slow for the first of the year. Ms. Powell further stated we have expended about 22.5% of budgeted revenues thus far and have already expended a substantial portion of our budgeted Participant Supportive Services under HHS. We budgeted conservatively due to not having our obligations from the State. When we do an amendment, the budget will change to more closely reflect the amount of money we have allocated. Overall, we have spent about 14.0% of our total administrative budget. The report was accepted as information by the board.

Ms. Powell then reported, at the meeting in August the board approved for the staff to look at opportunities to change banks. The bank that we felt would be most advantageous for the COG would be Synovus Bank. This report was accepted as information by the board

**10. Committee Reports**

**a. Executive Committee - Proposed Update to Board By-Laws:** Chairman Windham stated the Executive Committee met to review and propose a change to the by-laws regarding the Secretary/Treasurer's position. The proposed change would read: "In the event of the death or resignation of the Secretary/Treasurer, the Executive Committee shall appoint a member to serve in the position until an election is held." A motion was made by Julian Burns and seconded by Chuck Wilson which passed unanimously.

**11. Old Business**

**a. Transportation Improvement Program (TIP) Budget Adjustments for Black River Road Corridor Improvements, Phase I -** Dwight Stewart provided the following recommendation: The ECS Committee met on September 26, 2018. The following motion is provided for Board Review: The ECS Committee recommends, in the form of a motion, that the Santee-Lynches Regional Council of Governments increase the allocation of funds to \$6.4 million to improve an approximately 0.7 mile segment of Black River road in the City of Camden, Kershaw County, referred to as "Black River Road Improvements, Phase 1".

If approved, this allocation will be reflected on the Santee-Lynches Transportation Improvement Program (TIP) and forwarded to SCDOT Commission for inclusion on the State Transportation Program (STIP).

The proposed project would include allocation of \$750,000 for preliminary engineering in FY 2019, \$2.0 million for right-of-way acquisition in FY 2021 (up from original \$750,000 allocation), and \$3.625 million for construction in FY 2022 (up from original \$3.4 million allocation). The committee motion was seconded by Jim McCain which passed unanimously.

A discussion ensued concerning working with SCDOT on new project particularly scoping budgets and keeping costs in check. A concern was raised about the advancement of guideshares funding proposed to prevent a negative balance for the current TIP. Kyle Kelly explained there is a six year cycle for the TIP and in that six year cycle a project is expected to be funded. Every three-years that window changes by three years; for example, in 2019 we will drop years 2017, 2018, and 2019 and pick up years 2023, 2024, and 2025. By the time funds are expended for the Black River Road project, the TIP will be advanced and no advancement of guideshares will be required.

**12. New Business**

**a. National Community Planning Month Proclamation -** The ECS committee recommends, in the form of a motion, that the Month of October 2018 be designated

as Community Planning Month by the Santee-Lynches Regional Council of Governments in conjunction with the celebration of National Community Planning Month. The committee motion was seconded by Jeffery Graham which passed unanimously.

13. Executive Session

a. Discussion of a personnel matter pursuant to S.C. Code 30-4-70 (a) (1) relating to the discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body.

A motion was made by Julia Nelson and seconded by Dwight Stewart to enter into Executive Session. The motion passed unanimously.

A motion was made by William Painter to come out of Executive Session. The motion, seconded by Alfred Mae Drakeford, passed unanimously.

The report from the Executive Session was that a personnel matter was discussed for information, and no action is needed at this time. This was the only matter discussed in Executive Session.

14. Chairman's Remarks

Chairman Windham reviewed the By-Laws for attendance for the COG Board. He stated in the By-Laws the Executive Committee will have the authority to recommend to a respective local government the removal of a board member for three consecutive missed meetings, whether excused or unexcused. Chairman Windham explained the importance of being in attendance at the board meeting; having a quorum, motions to approve, and important information for our four county region.

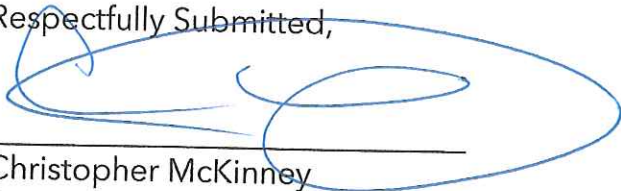
15. Executive Director's Remarks

a. Executive Board Strategic Planning Retreat

Chris McKinney reminded the Executive Committee to RSVP by October 17, 2018 about the 2-day planning session on November 16-17 just prior to the start of the South Carolina Association of Regional Councils (SCARC) Conference. He also reminded the board to RSVP if they are planning on attending SCARC 2018 Annual Conference, scheduled for November 18 - 20, 2018 at Kingston Plantation, Myrtle Beach, SC.

V. Adjournment - There being no further action before the board, the meeting was adjourned at 6:55 p.m.

Respectfully Submitted,

  
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Christopher McKinney  
Executive Director



## CERTIFICATION OF PUBLIC AND MEDIA NOTIFICATION

I, Becky Minegar, 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 October 1, 2018 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	September 21, 2018
MEDIA NOTIFIED	MANNER NOTIFIED	DATE NOTIFIED
Yes	Agenda emailed to local newspapers: Clarendon Citizen, Camden Chronicle, Lee Observer and Sumter Item	September 24, 2018
PUBLIC HEARING	MANNER NOTIFIED	DATE NOTIFIED
NA		

Respectfully Submitted

*Becky Minegar*

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