

Santee-Lynches Regional Council of Governments
Board of Directors' Meeting
February 5, 2018 – 5:00 P.M.
USC Sumter - Sumter South Carolina

MINUTES

Members Present:

Clarendon: Benton Blakely, Kevin Johnson, Shirley Keels, Julia Nelson, Dwight Stewart
Kershaw: Julian Burns, Alfred Mae Drakeford, Laurie Funderburk, Jeffrey Graham, Brad Hanley, Kenneth McCaskill, Sammie Tucker
Lee: Alexander Boyd, Travis Windham, Will Wheeler
Sumter: Eugene Baten, Jim McCain, Bill Painter, David Weeks

Members Excused: Excused – Jim Campbell, Bob Galiano, Joe McElveen, Vivian McGhaney

Members Absent: John Lee, David Addison, Jay Davis, Ione Dwyer, Chuck Wilson, Earl Wilson

Staff Present:

Chris McKinney, Kathy Powell, Areatha Clark, Yoli Crolley, Kyle Kelly, Connie Munn and Lewan Brunson

- I. Welcome and Call to Order** – Chairman Travis Windham called the meeting to order.
- A. Alfred Mae Drakeford provided the invocation.
 - B. Attendees provided the Pledge of Allegiance.
 - C. Approval of Agenda – A motion was made by Bill Painter to approve the agenda as presented. The motion was seconded by Julian Burns and unanimously approved.
 - D. Approval of Minutes – A motion was made by Bill Painter to approve the minutes as published. Julian Burns seconded the motion and it was approved unanimously. Sammie Tucker abstained due to his absence at the meeting.
 - E. Financial Report - Kathy Powell, Deputy Executive Director and Chief Financial Officer, referred board members to the December 2017 financial report and updated the bank balances as follows: General Operating funds \$1,669,574; State Local Government Investment Pool funds remained the same - \$970,474. The current percent of the budget year completed is 50%. Mrs. Powell indicated we've collected approximately 35% of total budgeted operating revenues and expended about 44% of budgeted operating expenses. She reminded the board that we are on a reimbursable basis and the difference between collections and expended is normally 8-12%, so we are right on target. Mrs. Powell pointed out the RDC bank balances on the final page of the report. The report was accepted as information by the board.
- II. Committee Reports**
- A. Audit and Finance** - Alfred Mae Drakeford, Chair, provided the following report:
The members met on January 26 and received a detailed briefing from the audit firm on the 2016-2017 Audit. Alan Grimsley of Mauldin and Jenkins, LLC provided the following audit report to the full board:
- Financial/Compliance Report
 - ✓ Page 1 is the auditors independent report

- ✓ Page 11 is the statement of net position as of June 30, 2017 showing assets of over \$3.3 million, with \$2.5 million in cash
- ✓ Page 12 is the statement of activities which summarizes the revenues and expenses of the COG - showing \$6.2 million in expenses and revenues of \$5.8 million from programs. The statement also shows other revenues and a change in net position of approximately \$58,000
- ✓ Mr. Grimsley noted no significant policy changes and no compliance findings or material weaknesses
- Report to the Board of Directors
 - ✓ Mr. Grimsley explained this is a required communication to the board.
 - ✓ At the end of the report, managements' representation letter to the audit firm is attached. This letter confirms to the auditors required disclosures, work performed, etc. and is a required part of the report.

Chairman Windham noted there are no red flags, and the audit shows good stewardship of the money provided to the COG. Mr. Burns questioned information about the multiple year contract information in the notes section as well as information relating to the SC Retirement System. All questions were satisfactorily answered.

Mr. Grimsley thanked the board for the opportunity afforded Mauldin and Jenkins to complete the audit and work with COG staff. He expressed his appreciation for the staff's efforts and cooperation.

B. Economic and Community Sustainability – Dwight Stewart, Chair, noted that the committee met on December 11 and brings forward a motion to board to adopt the proposed Santee-Lynches Green Infrastructure Plan (GI Plan). The GI Plan, along with an asset inventory currently available via the Santee-Lynches website, was developed with the support of the South Carolina Forestry Commission which provided matching funds for the project – one of five awardees in the state and the only awardee that covered a region.

Green infrastructure planning is an on-going, multi-jurisdictional, collaborative process that helps communities develop policies and strategies to achieve growth and development while preserving and enhancing their natural assets. This plan provides shared knowledge about the region's assets so that we can simultaneously plan for the natural and built landscapes.

This plan is a tool for counties, municipalities, transportation agencies, natural resource agencies, and others. It does not mandate any action by any member government or other stakeholder.

The motion was seconded by Bill Painter. Mr. Julian Burns asked how the plan would be carried out, to which Kyle Kelly, ECS Department Chief responded that the plan provides tools for use by partners in developing their Comprehensive Plans, as well as a foundation for seeking investment from state, local, and private partners to pursue Green Infrastructure projects that would further the goals in the GI Plan. The board discussed the periodic update to the plan as well as bringing a yearly update to the

board. Mr. Kelly noted that a regular update to the asset inventory would be provided to the Santee-Lynches EPAC and reported to the ECS Committee, which would bring to the board any major updates requiring action. Mr. McKinney stated that staff will definitely maintain the plan as it is a tool to use for future regional development.

- C. Health and Human Services** – Shirley Keels, Chair, provided the following report: After several months of review, the Lt. Governor's Office on Aging approved the four-year area plan which was submitted May 2017. This is our guide in which we operate and plan for the future on our aging population so that they can live independently at home as long as possible.

Family Caregiver Support Program – In December, the AAA was able to ask for additional funding in the Alzheimer's Respite III-B program federal funding, as well as the state respite funds. We were awarded an additional \$95,000 to administer the caregiver program. This is a vital program in which family caregivers who take care of loved ones with Dementia or Alzheimer's disease are given vouchers for respite services which allows the caregiver to take a much-needed break.

From July 1, 2017 through January 31, 2018, we were able to assist 177 caregivers and 40 seniors raising grandchildren. This equates to approximately 20,190 hours of respite.

The HHS Department is asking board members to help spread this program information to the community and refer those individuals to Josh Houben, Family Caregiver Coordinator at 803.774.1978.

III. New Business

- A. Briefing on Census 2020 Local Updates of Census Addresses (LUCA) and Next Steps for Local Governments** - Kyle Kelly – Chief, Economic and Community Sustainability presented the following report on LUCA:

- The decennial census' purpose is to conduct a census of population and housing to disseminate results to the people. The uses of census data is for apportioning representation among states; drawing congressional and state legislative districts, schools districts and voting precincts; enforcing voting rights and civil rights legislation; distributing federal dollars (results of one study show \$1,499 per person per year); informing planning decisions of tribal, federal, state and local government and organizational decisions of businesses and non-profits.
- He explained the census new design to maximize outreach using traditional and new media; targeting ads to specific audiences; and motivate people to respond via online.
- January 31, 2018 was the 2020 LUCA registration deadline for all local governments (all member local governments are registered). The Towns of Bethune, Turbeville and Summerton are not registered but can work through their respective counties to participate. Between February and April 2018 all registrants will be receiving their LUCA materials.

- Local governments will have 120 calendar days to conduct review upon receipt of materials. These jurisdictions need to have an address list or access to the list.
- Priorities that need to be identified are: apartment buildings and/or areas of concentrated multi-unit housing; areas along governmental boundaries and/or newly annexed land; new residential construction; blocks with the greatest differences between the census bureau's address block count and your block count; E-911 address conversion areas; group quarters (housing such as nursing homes); mobile home parks or new scattered mobile homes; single-family homes converted to multi-family homes and vice versa.
- Santee-Lynches can help if you, the local government, bring the COG in. Currently all communication flows directly to/from state, counties, cities and towns. The COG can assist with prioritization of areas for review; analysis of LUCA data; and preparation of the LUCA submission upon request.
- The next step in the 2020 Census process for Santee-Lynches will be covered during a presentation at the April 2, 2018 board meeting. The Census Bureau's South Carolina Partnerships Specialist will provide an overview of strategies for ensuring a complete count; how to engage in hard to reach areas; and the process for employment/recruiting of temporary census field worker jobs.

Following the presentation, Mr. Kelly referenced upcoming Needs Assessment Public Hearings for communities anticipating participation in the State of South Carolina's Community Development Block Grant (CDBG), Economic Development Program, and the US HUD HOME Program as a requirement for participation of their citizens in the planning and implementation of these funded projects.

Hearings are scheduled for each county as follows:

- Sumter – February 13 at 6:00 p.m. at Santee-Lynches COG Office
- Kershaw – February 20 at 6:00 p.m. at Kershaw Government Center
- Lee – February 22 at 6:00 p.m. at Lee County Courthouse
- Clarendon – March 6 at 6:00 p.m. at Clarendon County Administration Building
- Hearings for individual cities/towns may be scheduled as requested.

IV. Executive Director Comments – Chairman Windham reported to the board that the Executive Committee had met to discuss a contract for the Executive Director and that the attorney is currently reviewing. Information will be reported at a later date on this.

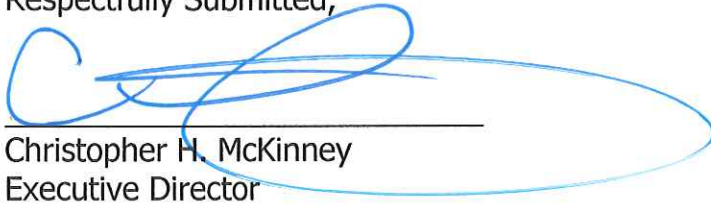
Mr. McKinney reported on the following items:

- Staff had the WIOA monitoring last week under the guidance of Areatha Clark and it was a great monitoring. They thanked staff for their attitude and knowledge. He thanked Areatha Clark – Chief, Workforce Development and Ray Jackson, SC Works Operator. He also thanked Rachel Katorkas, COG Finance Coordinator, for her exceptional financial work completed – noting the monitoring team stated it was best in the state.
- The COG Building progress is being held up by an oak tree on the property. A meeting is being planned to discuss the location of the tree and building designs.
- He spoke of making staff aware that sexual harassment/assault are not tolerated at the COG. Being proactive in this effort so that it doesn't become an issue.

- He referenced being good stewards over COG resources and also the COG being a premier organization in this region so that we are the agency people are asking for advocacy. Mr. McKinney noted that we are in hunt mode – if you don't hunt, you don't eat.
- Finding other revenues to use in the WIOA Program to help those unemployed or needing expungement – getting the people motivated to work and asking for a hand up.

V. Adjournment – There being no further action before the board, the meeting was adjourned at 6:05 p.m.

Respectfully Submitted,



Christopher H. McKinney
Executive Director

I certify that public/media notifications were given prior to meeting as follows:

Public Notified: Yes
Manner Notified: Agenda posted on board at 2525 Corporate Way Suite 200, Sumter
Date Posted: January 25, 2018
Medic Notified: Yes
Manner Notified: Agenda emailed to local newspapers:
Clarendon Citizen, Camden Chronicle, Lee Observer and Sumter Item
Date Notified: January 25, 2018



Yoli B. Crolley – Chief, Office Administration