



**Board of Directors' Meeting
Monday, June 1, 2020 – 6:00pm**

MINUTES

Members Present

Clarendon County: Shirley Keels, Julia Nelson, Dwight Stewart

Kershaw County: Julian Burns, Alfred Mae Drakeford, Laurie Funderburk, Jeffrey Graham, John Lee, Kenneth McCaskill, Sammie Tucker, Jr.

Lee County: Jackie Josey, Will Wheeler, Travis Windham

Sumter County: Steve Corley, Jim McCain, Vivian McGhaney, David Merchant, Roland Robinson, David Weeks, Chuck Wilson, Earl Wilson

Members Absent

Clarendon County: Benton Blakely, Kevin Johnson

Kershaw County: Brad Hanley

Lee County: Grady Brown

Sumter County: Eugene Baten, Jay Davis, Ione Dwyer,

1. **Welcome and Call to Order:** Chairman Vivian McGhaney called the meeting to order at 6:08 pm.
2. **Invocation/Pledge of Allegiance:** Mr. John Lee provided the invocation and all attendees participated in the pledge.
3. **Quorum Determination:** Chairman McGhaney determined there was a quorum.
4. **Adoption of Agenda:** Mr. Jeffrey Graham made a motion to adopt the agenda. Mrs. Alfred Mae Drakeford seconded the motion. The motion passed unanimously.
5. **Approval of Previous Meeting Minutes:** Mr. Julian Burns made a motion to approve the May 4, 2020 meeting minutes. Mr. Jeffrey Graham seconded the motion. The motion passed unanimously.
6. **Staff Briefings:**
 - **COG Financial Report:** Mrs. Rachel Katorkas, Chief of Finance, gave an overview of the Financial Report which runs through the end of April and reflects the budget amendment that was approved at the May board meeting. The report shows that the COG was at 83% thru the fiscal year. Overall, the COG has brought in 60% of budgeted revenue and expended 69% of budgeted expenses. Operation is primarily on a reimbursable basis, with an average differential between receipts and expenses of 8 to 12%, and the COG is on target. She referred board members to the cash balances for the COG and RDC as information at the bottom of page 3 of the report.
 - **Transportation Improvement Program (TIP):** Dr. Jeff Parkey, Government Services Planning Manager, informed the board that the TIP is open for public comment on approval of the program beginning June 2nd on the COG's website and will be available for public comment for three (3) weeks. At the end of the three-week period, comments will be brought back to the board for a vote on the TIP.

- **CARES Funding:** Mrs. Janae Stowe, Chief of Health and Human Services (HHS), informed the Board that HHS received \$1Million dollars in CARES funding for meals, supportive services, caregiver, and ombudsman to expand service delivery across the four-county region. Supportive Services includes homemaking services to assist homebound seniors for example with cleaning, meal preparation, medication reminders. The caregiver program provides caregivers who are taking care of a loved one receive a much-needed break, and the Ombudsman program investigates all complaints for neglect, abuse, and exploitation within facilities. Currently a \$75 food box initiative is underway for 338 seniors across the region. These seniors are on our waiting list and do not receive meal delivery services.

Mrs. Stowe also reported that in addition, 1,500 CARES packages will be packed and delivered to the Council on Aging in each county, Clarendon – 300, Kershaw – 400, Lee – 300 and Sumter – 500. Each package includes toilet tissue, disinfecting wipes, hand sanitizer, and masks to help keep the seniors stay safe during the pandemic. Once all supplies are received, COG staff will invite board members to assist us in packing some of the CARE packages for vulnerable seniors across the region. Interested board members can also assist in delivering a few of the care packages to seniors in their respective jurisdictions.

7. Committee Reports

- **Audit Finance Committee Report:** Mrs. Alfred Mae Drakeford, Committee Chair made a motion and second to approve the FY 2020 – 20201 Budget. The motion passed unanimously.
- **Workforce Committee Report:** Mr. Christopher McKinney, Executive Director, informed the board that a copy of the Ink2Work Cooperative Agreement as well as the Agreement with the Sumter Sheriff's Department which outlines the manufacturing jobs project with the Lee County Detention Center, were included in the board packets for information only. The Regional Development Corporation (RDC) will vote on the agreements later in the month in order for staff to move forward with implementing the Ink2Work project.

8. Regional Development Corporation Annual Membership Meeting

- **Call to Order:** Mr. Jeffrey Graham, RDC President, called the meeting to order at 6:23 p.m.
- **Approve Previous Annual Meeting Minutes:** Mr. Jim McCain made a motion to approve the previous annual meeting minutes and the motion was seconded by Mr. David Weeks. The motion passed unanimously.
- **Proposed FY 2020 – 2021 Board of Director's Slate:** The Board of Director's slate was shared with the board and motion to approve the slate was made by Mrs. Alfred Mae Drake and seconded by Mr. Chuck Wilson. The motion passed unanimously.
- **RDC Financial Report:** Mrs. Rachel Katorkas, Finance Chief, gave an overview of the RDC financial report which runs through the end of April. She reported that budgeted revenue was at 85% and budgeted expenses was at 80%. Mrs. Katorkas also reminded the board that the excess revenues over expenses does not necessarily equate to cash in the bank. The bulk of the RDC's assets on its balance sheet are in land rather than cash, not including the Pinewood Development. She referred the board to a breakdown by fund for the financial report on page 2 and balance sheet on page 3.

Adjourn: A motion to adjourn the RDC Annual Membership Meeting at 6:29 p.m. was made by Mr. Will Wheeler and seconded by Mrs. Alfred Mae Drakeford. The motion passed unanimously.

9. Old Business: None

10. Executive Director's Report and New Business: Mr. McKinney gave updates on the following COG-led projects and initiatives:

- **Personal Protective Equipment (PPE)** – Mr. McKinney reported that the COG saw there was a huge need across the region for PPE and established a direct contact to meet the need. The COG is now supplying PPE to businesses and government agencies at a competitive cost. To date, 13 government entities and 30 businesses have been served. \$10,000 in gross revenue was generated in one week from the sale of PPE. The main focus of provide PPE is restarting the region's economy, not profit.
- **Opportunity Zone Fund:** Mr. Dennis Cyphers, Chief of Government Services, reported that his department is working with Synovus Bank to explore establishing an Opportunity Zone Fund to attract investment dollars for the 4-county region. This initiative is in the initial discussion phase and updates will be provided.
- **Economic Development Administration (EDA) Grant:** The COG is finalizing a grant application for \$400,000 from EDA to help the region recover from COVID-19 and to facilitate resilience in the event of a future pandemic. The funds would be used to study industry clusters and broadband networking, which would create resiliency during a pandemic in the following areas:
 - Telemedicine
 - Education (online learning)
 - Job skills training
 - Telework
- **UV Clean Partnership:** While searching for ways to restore public confidence as the state slowly reopens, Mr. Cyphers discovered SC UVC Clean and arranged the deep cleaning and disinfection of ten (10) Santee-Wateree Regional Transportation Authority (SWRTA) buses with Ultra-Violet C (UVC) Light. Because of this partnership, the COG is now working on a contract for the RDC to earn 5% commission for referrals.

Mr. McKinney closed by commending staff for finding and taking advantage of opportunities in the midst of the pandemic. He informed the board that he has a highly skilled staff that has been agile in adjusting directions they are given and that he plans to make targeted pay increases this year.

11. Chairman's Remarks: Chairman McGhaney thanked Mr. McKinney and staff for the awesome work they are doing and opened the meeting to comments. Mr. Steve Corley thanked Mr. McKinney for his hard work and efforts to bring the much-needed broadband networking to the region.

12. Next Board Meeting: Monday, August 10th at 6:00 p.m. – location to be determined.

13. Adjourn. Mr. David Weeks made a motion to adjourn the meeting at 6:43 p.m. and Mr. Jim McCain seconded the motion. The motion passed unanimously.

Respectfully Submitted,



Christopher McKinney
Executive Director