## RICHLAND COUNTY

## RULES \& APPOINTMENTS COMMITTEE AGENDA



Tuesday, OCTOBER 20, 2020
3:30 PM

## ZOOM MEETING

1 of 21

The Honorable Bill Malinowski, Chair
The Honorable Gwendolyn Kennedy

The Honorable Chakisse Newton

County Council District 1
County Council District 7

County Council District 11

## RICHLAND COUNTY COUNCIL 2020



Richland County Rules \& Appointments Committee
October 20, 2020-3:30 PM
Zoom Meeting
2020 Hampton Street, Columbia, SC 29201

## 1. CALL TO ORDER

The Honorable Bill Malinowski
2. APPROVAL OF MINUTES

The Honorable Bill Malinowski
a. September 15, 2020 [PAGES 6-9]

## 3. ADOPTION OF AGENDA

The Honorable Bill Malinowski
4. INTERVIEWS
a. Central Midlands Regional Transit Authority - 1
a. Shawn Keith [PAGES 10-11]
b. Roger Leaks, Jr. [PAGES 12-13]
c. Gary Hopper [PAGES 14-15]
d. Lynn Jackson [PAGES 16-19]
e. Christopher Lawson [PAGES 20-21]
5. ADJOURNMENT

## Richland County <br>  <br> All-America City 'IIII'

Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.

Richland County Council<br>Rules and Appointments Committee<br>September 15, 2020-4:00 PM<br>Zoom Meeting

COMMITTEE MEMBERS PRESENT: Bill Malinowski, Chair and Chakisse Newton
OTHERS PRESENT: Allison Terracio, Michelle Onley, Leonardo Brown, Ashley Powell, Brad Farrar, Angela Weathersby, Tamar Black and Kyle Holsclaw

1. CALL TO ORDER - Mr. Malinowski called the meeting to order at approximately 4:00 PM.

## 2. APPROVAL OF MINUTES -

a. Iuly 14,2020
b. July 21, 2020

Ms. Newton inquired if the Clerk's office could include the council rules on-line for the public.
Ms. Onley confirmed that she would work on posting them.
Ms. Newton moved, seconded by Mr. Malinowski, to approve the minutes as distributed.
Favor: Malinowski and Newton
The vote in favor was unanimous.
3. ADOPTION OF AGENDA - Ms. Newton moved, seconded by Mr. Malinowski, to adopt the agenda as published.

In Favor: Malinowski and Newton
The vote in favor was unanimous.
4.

INTERVIEWS/APPOINTMENT -
Mr. Malinowski stated that Candidate .1 for the Central Midlands Council of Governments withdrew their application so there will only be two interviews today.
a. Board of Zoning and Appeal - 1

## Rules and Appointments Committee <br> September 15, 2020

Dr. Todd Beasley was interviewed for the vacancy.
This vacancy will be re-advertised.
b. Central Midlands Council of Governments - 3

Ms. Julie-Ann Dixon withdrew her application, and Dr. Todd Beasley was interviewed for the vacancy.

Ms. Newton moved, seconded by Mr. Malinowski, to recommend appointing Dr. Todd Beasley to the Central Midlands Council of Governments.

In Favor: Malinowski and Newton
The vote in favor was unanimous.
c. Music Festival - 2

Ms. Kurtina J. Ricketts was interviewed for the vacancy.
Mr. Malinowski moved, seconded by Ms. Newton, to hold this item in committee.

In Favor: Malinowski and Newton

The vote in favor was unanimous.

## 5 <br> NOTFICATION OF VACANCIES

a. Accommodations Tax - Five (5) Vacancies (ONE applicant must have a background in the lodging industry, THREE applicants must have a background in the cultural industry, and ONE applicant will fill an At-large seat)
b. Airport Commission - Three (3) Vacancies (ONE applicant must reside within the Rosewood, Shandon, or Hollywood-Rose Hill-Wales Garden neighborhoods)
c. Board of Assessment Appeals - One (1) Vacancy
d. Building Codes Board of Appeals - Six (6) Vacancies (ONE applicant must be from the Architecture Industry, ONE from the GAS Industry, ONE from the Building Industry, ONE from the Contracting Industry \& TWO from Fire Industry as alternates)
e. Business Service Center - Two (2) Vacancies (ONE applicant must be from the Business Industry and ONE applicant must be a CPA)
f. Central Midlands Council of Governments - Three (3) Vacancies
g. CMRTA - One (1) Vacancy (Applicant familiar with COMET System and fiduciary experience preferred)
h. Community Relations Council - Eight (8) Vacancies

## Rules and Appointments Committee <br> September 15, 2020

i. East Richland Public Service Commission - Two (2) Vacancies
j. Employee Grievance Committee - Six (6) Vacancies (MUST be a Richland County employee; 1 seat is an alternate)
k. Hospitality Tax - Four (4) Vacancies (TWO applicants must be from the Restaurant Industry)

1. Internal Audit Committee - Two (2) Vacancies (applicant with CPA preferred)
m. LRADAC - Two (2) Vacancies
n. Music Festival - Two (2) Vacancies
o. Procurement Review Panel - Two (2) Vacancies -(One applicant must be from the public procurement arena \& one applicant must be from the consumer industry)
p. Richland Library Board of Trustees - One (1) Vacancy
q. Richland Memorial Hospital Board of Trustees - Two (2) Vacancies
r. River Alliance - One (1) Vacancy
s. Transportation Penny Advisory Committee (TPAC) - Three(3) Vacancies

Ms. Newton inquired if the decisions today would affect the number of vacancies that would be advertised.
Ms. Onley responded that the vacancies excluded any action by the committee at today's meeting.
Ms. Newton inquired if any appointment was made at any time prior to publication, would the number of vacancies be adjustable prior to advertisement.

Mr. Malinowski stated that it could be part of the motion that is recommended to council.
Ms. Newton moved, seconded by Mr. Malinowski, to advertise/re-advertise for the vacancies.
In Favor: Malinowski and Newton
The vote was unanimous.
6. ITEMS FOR ACTION
a. I move that Council work with staff to conduct a comprehensive review of Council rules and recommend changes to streamline the rules to improve the functioning of Council business [NEWTON] - No action was taken.
b. Unless there are truly extenuating circumstances agenda items should not be listed as "Title Only". (Somebody was late getting it to us is not extenuating). This only gives the public two opportunities to see an item prior to final approval by Council when in fact there should be three [MALINOWSKI] - No action was taken.

## Rules and Appointments Committee <br> September 15, 2020

c. Consider moving the Horizon meeting to Tuesday and have delivery of finished agendas to Council members by Thursday close of business - No action was taken.
d. Boards, Committees and Commissions Descriptions and Duties - No action was taken.

## 7. ITEMS FOR DISCUSSION

a. Once Council approves an action no Council member is to individually go to a staff member in an effort to accomplish/change something that was not in the approved information by Council [MALINOWSKI] - No action was taken.
8. ADJOURNMENT - The meeting adjourned at approximately 5:00 PM.

## APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

## Applicant MUST reside in Richland County.

Name: Shawn V. Keith
Home Address: 1108 Walden Place Dr. Elvin (Richland County)
Telephone: (home) $803767 \quad 3547$ (work)
Office Address: $\qquad$
Email Address: $\qquad$
Educational Background: MA ManAgement
Professional Background: Director level positionsin Human Services orgy
Male Female] Age: 18-25] 26-50] Over 50 ©
Name of Committee in which interested: Central Midlands Regional! Transit Authority
Reason for interest: Passion to help public transit succeed.
Your characteristics/qualifications, which would be an asset to Committee, Board or
Commission:


Any other information you wish to give? $\qquad$ No
Recommended by Council Members): $\qquad$ As Needed

## CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.
Yes $\qquad$


## STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-forprofit) that could be potentially affected by the actions of the Committee, Board or Commission?
Yes $\qquad$
No


If so, describe: $\qquad$
$\qquad$
$\qquad$


Applicant's Signature


Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.
One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Date Received: $\quad$| Staff Use Only |
| :---: |
| Date Sent to Council: |
| Received by: |
| Status of Application: $\quad \square$ Approved |$\quad 11$ Of Zlenied $\quad$ On file

## APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

## Applicant MUST reside in Richland County.

Name: Roger Leaks, Jr.
Home Address: 4519 Robney Drive , Columbia, SC 29209
Telephone: (home) 803 776-6835 (work) 803 414-4175
Office Address: N/A (Retired)
Email Address: Rogerleaks@outlook.com
Educational Background: College plus 18 hours, US Army Command and General Staff College
Professional Background: School teacher, (Ret) Army Colonel, Corp employee $\&$ sm bus owner

Name of Committee in which interested: Central Midlands Regional Transit Authority (COMET)
Reason for interest: to continue growing the COMET, through knowledge, expertise \& dedication

Your characteristics/qualifications, which would be an asset to Committee, Board or
Commission: Leadership, experience, knowledge and dedication. I know the system, personnel, riders, expectations and how to deliver services and protect resources.

Presently serve on any County Committee, Board or Commission? The COMET Board
Any other information you wish to give? Currently, Board Chair; Chair, Covid-19 Ad Hoc Cmte.
Recommended by Council Member(s): Paul Livingston; $\qquad$
Hours willing to commit each month: Total hours needed to accomplish the mission

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Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes $\qquad$ No X

## STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-forprofit) that could be potentially affected by the actions of the Committee, Board or Commission?

## Yes

$\qquad$
No X

If so, describe: $\qquad$
$\qquad$
$\qquad$

> Roger Leaks, Jr.

Applicant's Signature

## 21 September 2020

 DateReturn to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202. For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Date Received: 10/2/2020

## Staff Use Only

Received by:
Tamar Black
Date Sent to Council: $\qquad$
2
Status of Application:
$\square$ Approved
Denied
On file

## APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE，BOARD OR COMMISSION

## Applicant MUST reside in Richland County．

Name：Gary W．Hopper
Home Address： 1809 NUNAMAKER DR．（olumbia，S．C． 29210 Telephone：（fell（feme）803－528－1347（work）
Office Address： $\qquad$
Email Address：Popolude 46 （by hoo．Com
Educational Background：High School
Professional Background：Bus Driver
Male ł Female 【 Age：18－25【 26－50』 Over 50
Name of Committee in which interested：Central Midlands Regional Transit Authority Reason for interest：No Bus Drivers OU Board

Your characteristics／qualifications，which would be an asset to Committee，Board or Commission：

$$
29 \text { Years Driving City Bus In Columbia }
$$

Presently serve on any County Committee，Board or Commission？ $\qquad$ No
Any other information you wish to give？ $\qquad$
Recommended by Council Members）：Joyce Dickerson
Hours willing to commit each month： $\qquad$
Any

## CONFLICT OF INTEREST POLICY

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Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes $\qquad$
$\qquad$

## STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-forprofit) that could be potentially affected by the actions of the Committee, Board or Commission?

> Yes
$\qquad$
No $x$

If so, describe: $\qquad$
$\qquad$
$\qquad$


3 June 2020

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to serve.
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## APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

## Applicant MUST reside in Richland County.

Name: Lyman Ac Jackson
Home Address: 137 Mayzola Road Elgon, SC 29045
Telephone: (home) ( 803 ) 552-7765 (work) (803) 385-6334
Office Address: 109 Hinton Street Chester, SC 29706
Email Address: Lynn Jackson 2010 Yahoo.com
Educational Background: Mi Ed. From Clemson Unive/B.s. from Benedict College
Professional Background: 18 years as a teacher, coach and admin istrator
Male D Female [
Age: 18-25! 26-50』 Over 50】
Name of Committee in which interested: CMRTA (central midlands Regional Transit Auth.)
Reason for interest: To further the goals and objectives of Richland County to provide more harmony
Your characteristics/qualifications, which would be an asset to Committee, Board or
Commission:
I have served on various boards for fa therhood and my fraternity. Also, involved in my church and civic groups.
Presently serve on any County Committee, Board or Commission? ND
Any other information you wish to give? "See attached"
Recommended by Council Members):
Hours willing to commit each month:

$$
10+\text { plus }
$$

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Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

## Yes $\int$ No 2009-8igang in STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-forprofit) that could be potentially affected by the actions of the Committee, Board or Commission?
Yes
No $\qquad$

If so, describe: $\qquad$


## Return to:

> Clerk of Council, Post Office Box 192, Columbia, SC 29202. For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

| Date Received: $\frac{6-16-2020}{}$ | Staff Use Only <br> Received by: <br> Date Sent to Council: <br> Status of Application: $\quad \square$ Approved |  |
| :--- | :---: | :--- |

## Lynn Jackson

137 Mayzola Road Elgin, South Carolina 29045 Contact \# 803-552-7765<br>Permanent Resident of the USA<br>LynnJackson2010@Yahoo.com

## OBJECTIVE

To obtain a challenging position as an administrator or teacher in the educational field.

## Brief Profile

- A educational Specialist with research \& analytical skills, capable of interacting at all levels to devise innovative solutions in an educational \& industrial setting
- 18 years experience in educational field leading and developing students prepared for the future.
- 6 years experience in food safety with regards industrial environment
- 6 years experience in diverse arenas of food research such as meat science and food safety
- Rational, methodical and systematic work execution skills acquired via independent project work
- Future career plans include providing leadership training and projects in conjunction with public and private corporations


## EDUCATION

Major: Educational Administration and Supervision
GPA: 3.9/4.0

## Benedict College

Columbia, SC
Bachelor of Science
May 1994
Major: Elementary Education
GPA: 3.49

```
Newberry High School Newberry, SC
Diploma
June 1989
GPA: 2.65
```


## PROFESSIONAL EXPERIENCE

## The Academy of Teaching and Learning, Teacher

- Oversee curriculum delivery of math and science to $5^{\text {th }}$ grade students.
- Maintain high standards of discipline in and out of the classroom.
- Help secure funds for local school through writing grants.
- Coordinate etiquette classes for $4^{\text {th }}$ and $5^{\text {th }}$ grade male students at school.
- Attend regularly scheduled faculty meeting
- Salary History: $\$ 42,500$ per year


## Kraft Foods, inc., VALUE STREAM LEAD LINE TECH/EXPORTER/QUALITY TECH

NEWBERRY, SC Jan. 2010 - June 2016

- Oversee operations of $2^{\text {nd }}$ Shift Shipping, Blast Freezer, Dry Warehouse, and Yard drivers.
- Maintain high standards to ensure shipment of wholesome product for domestic and export loads.
* Help monitor the Hazard Analysis and Critical Control Points (HACCP) program, Sanitation Standard Operating Procedures (SSOP) for adherence within the plant
- Coordinate and conduct Export shipment paperwork adherence to USDA and Shipping regulations
- Serves as Chair of RAW Power Industrial Trucks Leadership Team
- Develop, monitor, track and analyze trends with several Key Process Indicators (KPI) including scale calibration acceptability
- Lead daily QCD meetings to educate the technicians about upcoming initiatives and areas of improvement on the Production floor
- Assists in the plant and shift preparation of yearly audits, such as, British Retail Consortium (BRC)
- Maintain communication with and among USDA management, Maintenance management, Production management, Corporate management, and Quality Systems management to address deficiencies in outbound and inbound processing
- Lead daily QCD meetings to Shipping personnel for effectiveness and conduct monthly Safety training.
- Serves as Chair of RAW Power Industrial Trucks Leadership Team
- Salary History: $\$ 18.25$ per hour


## STATESVILLE HIGH SCHOOL, ASSISTANT PRINCIPAL NC

- Oversee area buses, custodial staff, instructional aides, maintenance, and In-School Suspension.
- Maintain high standards of discipline for all $10^{\text {th }}$ and $11^{\text {th }}$ grade students
- Help with teacher evaluations in areas of math and science.
- Coordinate leadership academy for $9^{\text {th }}, 10^{\text {th }}, 11^{\text {th }}$, and $12^{\text {th }}$ grade students.
- Attend and help conduct regularly scheduled faculty meeting
- Salary History: $\$ 56,500$ per year


## TRAININGS ATTENDED

Kraft Foods - Louis Rich
Green Belt Continuous Improvement in Bacon, Team Member

Newberry, SC
January-March 2011

| Kraft Foods Headquarters | Newberry, SC |
| :--- | :---: |
| Designed and Accredited by Kraft Corporate Quality, Meat and Its Components | March 2011 |
| Kraft University-RDQ \&I, Food Safety/Quality Certification Program | October 2014 |

## IREDELL-STATESVILLE SCHOOLS

Statesville, NC
"Working on the Work" Certification

## SPECIAL SKILLS

| Biotechnology Software Skills |  |
| :--- | :--- |
| Operating system | $:$ Linux \& Microsoft XP/Vista/Windows 7 |
| Software | $:$ Microsoft Office 2010 |
| Database | $:$ SAP, FORMULA, Matrics, Food Scan |
| Languages Known | $:$ |
| English |  |

## LEADERSHIP AND ACTIVITIES

- Alpha Phi Alpha, Fraternity, SC Board Member and Life Member
- Benedict College National Alumni, Life Member
- NAACP, Life Member
- National Alliance of Black School Educators, Member
- South Carolina Science Council, Regional Director
- Action Fatherhood, Inc., Board Member


## REFERENCES

Will be provided upon request.

# APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION 

## Applicant MUST reside in Richland County.

Name: Lawson, Christopher Virgil
Home Address: 2417 Heyward Brockington Road
Telephone: (home) 803-479-1210 (work) 910-771-5739
Office Address: 627 Boyden Arbor Road, Fort Jackson, SC 29207
Email Address: lawsonchristopher26@gmail.com
Educational Background: MS-Finance, BA-Retail Management, AA-Finance
Professional Background: Iransportation Officer U.S. Army Reserves/Outbound Logisitcs Ross Inc.

Name of Committee in which interested: Central Midlands Regional Transit Authority
Reason for interest: I want to continue to push our great city in the right direction. In addition, giving back, to my community is not only my goal, but it also my duty.

Your characteristics/qualifications, which would be an asset to Committee, Board or
Commission:
As a logistician both in my military and civilian capacity, I have acquired the necessary skills to bring value to the CMRTA Board
Presently serve on any County Committee, Board or Commission? No
Any other information you wish to give? Certified (U.M.O.) Unit Movment Officer for U.S. Army Recommended by Council Member(s): N/A

Hours willing to commit each month: As many hours as it takes to accomplish the mission.

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Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes $\qquad$ No X

## STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-forprofit) that could be potentially affected by the actions of the Committee, Board or Commission?
$\qquad$ No $\qquad$
If so, describe: $\qquad$
$\qquad$
$\qquad$
$\qquad$
Applicant'S Signature

24 June 2020

## Date

Return to:
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