



Rules and Appointments Committee
MINUTES
February 8, 2022 – 4:00 PM
Council Chambers
2020 Hampton Street, Columbia SC 29204

COMMITTEE MEMBERS PRESENT: Gretchen Barron, Chair, Bill Malinowski and Jesica Mackey

OTHERS PRESENT: Derrek Pugh, Anette Kirylo, Michelle Onley, Angela Weathersby, Justin Landy, Aric Jensen, Lori Thomas, Patrick Wright and Steven Gaither

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

2. **APPROVAL OF MINUTES**

a. December 14, 2021 – Ms. Barron moved, seconded by Ms. Mackey, to approve the minutes as distributed.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Ms. Barron moved, seconded by Ms. Mackey, to approve the agenda as published.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

4. **ELECTION OF CHAIR**

Ms. Mackey moved, seconded Mr. Malinowski, to nominate Ms. Barron for the position of Chair.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

5. **NOTIFICATION OF VACANCIES**

a. Accommodations Tax – Seven (7) Vacancies (TWO applicants must have a background in the lodging industry, THREE applicants must have a background in the hospitality industry, ONE applicant must have a cultural background and ONE applicant will fill an At-Large seat)

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- b. Airport Commission – Two (2) Vacancies (ONE applicant must reside within one mile of the airport; Rosewood, Shandon or Hollywood-Rose Wales Garden neighborhoods)
- c. Board of Assessment Appeals – One (1) Vacancy
- d. Board of Zoning Appeals – One (1) Vacancy
- e. Building Codes Board of Appeals – Nine (9) Vacancies (ONE applicant must be from the Architecture Industry, ONE from the Gas Industry, ONE from the Building Industry, ONE from the Contracting Industry, ONE applicant must be from the Plumbing Industry, ONE applicant must be from the Electrical Industry, ONE applicant must be from the Engineering Industry and TWO from the Fire Industry)
- f. Business Service Center – Three (3) Vacancies (ONE applicant must be from the Business Industry and TWO applicants must be CPAs)
- g. Central Midlands Council of Governments – One (1) Vacancy
- h. Community Relations Council – One (1) Vacancy
- i. Employee Grievance Committee – Two (2) Vacancies (MUST be a Richland County employee; 1 seat is an alternate)
- j. Hospitality Tax – Three (3) Vacancies (ONE applicant must be from the Restaurant Industry)
- k. Internal Audit Committee – Two (2) Vacancies (Applicant with CPA preferred)
- l. Lexington Richland Alcohol and Drug Abuse Council (LRADAC) – Two (2) Vacancies
- m. Music Festival – One (1) Vacancy
- n. Planning Commission – Three (3) Vacancies
- o. Richland Memorial Hospital Board of Trustees – Four (4) Vacancies
- p. Township Auditorium – Two (2) Vacancies
- q. Transportation Penny Advisory Committee (TPAC) – Five (5) Vacancies

Ms. Mackey requested the date the vacancies will be posted and deadline for submission of applications.

Ms. Kirylo responded the dates are as follows:

SUBMIT VACANCY LISTING TO RULES COMMITTEE	PUBLICATION OF AD (Estimate)	APPLICATION SUBMITTAL DEADLINE
February 15, 2022	February 20, 2022	March 18, 2022
May 17, 2022	May 22, 2022	June 3, 2022
July 19, 2022	July 24, 2022	August 19, 2022
October 18, 2022	October 23, 2022	November 18, 2022

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Ms. Barron inquired as to the number of applicants/interviews pending.

Ms. Kirylo responded she would bring the information back to the committee.

Ms. Mackey requested a spreadsheet of applications on file in the Clerk's Office.

Mr. Malinowski moved, seconded by Ms. Mackey, to forward to Council with a recommendation to advertise/re-advertise for vacancies on the boards, commissions and committees.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

6. **ITEMS FOR DISCUSSION/INFORMATION**

- a. **Board, Commission and Committee Descriptions** – Mr. Malinowski stated a concern he has is and individual may be eligible for reappointment after one (1) day of non-service. He does not believe that is the way to conduct business, as it could create a monopoly. It was suggested the individual sit off for at least a year.

Ms. Barron inquired if it was standard or a part of the County's rules.

Mr. Malinowski responded, it is his understanding, it is a part of the ordinance. He is not sure when the ordinance was passed, but was aware this matter came up in the past, when individuals wanted to continue to serve on the Planning Commission.

Ms. Mackey inquired as to what information should be published for the current vacancies.

Mr. Malinowski suggested publishing the existing language, until the updated descriptions are adopted by Council. In addition, he noted some of the board, commission, and committee descriptions still lacked the date, time and location of their meetings (i.e. Historic Columbia Foundation). Also, he believes the following language, in the Conservation Commission description, is improper: "The term of the Commission shall be conterminous with the term of the appointing Council member. However, if a vacancy shall occur on Council, the member of the Commission appointed by the vacating Council member shall complete his/her term." He suggested removing the 2nd sentence, which will allow the incoming Council member to appoint their own designee.

Ms. Barron suggested communicating with the Conservation Commission and review the ordinance prior to removing the language from the description.

Mr. Malinowski inquired if the Midlands Regional Convention Center Authority Board needs to be added to the "Inactive Boards, Commissions and Committees" list, if it is currently suspended.

Ms. Barron requested staff to inquire if the Midlands Regional Convention Center Authority Board is currently suspended, and if we should be appointing to the board.

Mr. Malinowski noted the Richland County/City of Columbia Animal Care Advisory Committee has no terms limits established. He suggested speaking with Ms. Haynes to inquire why no terms have been established, and why the committee has not met since April 2018. Additionally, he noted the majority of the members of the Employee Grievance Committee work for departments that report

directly to the County Administrator. He is not sure how impartial the members can be when they report directly to the Administrator. He requested the ordinance be reviewed regarding the Employee Grievance structure. He stated the Internal Audit Committee has been discussed for years. Council approved the hiring of an Internal Auditor and provided the qualifications; however, the individual has never been hired. He believes this should be a priority of Council, and begin to review the finances of the various departments. On p. 32, he would like to amend the language under the Central Midlands Regional Transit Authority Board as follows: "The primary purpose of the Board of Directors is to promote transportation opportunities for all *residents* within Richland County and a limited service area in Lexington County." He mentioned, at one time, they were running a commuter bus up to Newberry County. If they still are, we need to add Newberry County to the list of entities.

Ms. Mackey requested the County liaisons be updated on the County's website. In addition, she mentioned a desire to obtain attendance records for the boards, committees and commissions.

Ms. Barron stated it would helpful, when we are revising the descriptions, if we review the ordinance language, to ensure the two are consistent.

- b. Review of Boards, Commissions and Committees Not Currently Active – Ms. Mackey stated she reviewed the ordinance and noticed there were several committees we were not appointing to, were not active or the language was not consistent with the descriptions. She mentioned the ordinance may need to be cleaned up to remove those committees that are no longer necessary.

Mr. Malinowski stated we need to determine how the committees were created, and there is not a State law that mandates we keep them. He mentioned some of the boards, commissions and committees are being addressed by other things the County is funding. He suggested contacting Directors, Department Heads, and the Mayor to get their input.

Ms. Barron requested the Clerk's Office to review the ordinance(s) for all of the boards, commissions and committees.

- 7. **ADJOURNMENT** – Ms. Mackey moved, seconded by Mr. Malinowski, to adjourn.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

The meeting adjourned at approximately 4:37 PM.