



RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS

Valerie Hutchinson	Bill Malinowski, Chair	Gwendolyn Davis Kennedy
District 9	District 1	District 7

**NOVEMBER 16, 2010
4:00 PM**

Administration Conference Room

CALL TO ORDER

Approval Of Minutes

1. November 9, 2010 [PAGES 4-5]

Adoption Of Agenda

- 2.

Interviews

3. Accommodations Tax Committee, Hospitality-2 [No applications were received for this committee]
4. Appearance Commission, Landscaper/Landscape Architect-1 [No applications were received for this position at this time.
5. Building Codes Board of Adjustments and Appeals, Licensed Contractor-1 [No applications was received]
6. Community Relations Council-1 [One application was received from Bethany Human] [**PAGES 11-13**]
7. Employee Grievance Committee-3 [An application was received from Deborah Jordan, Detention Center*] [**PAGES 15-16**]
8. Internal Audit Committee-2
9. Riverbanks Park Commission-1 [an application was received from Lloyd S. Liles*] [**PAGES 19-20**]

Items For Action

10. Council will schedule a minimum Quarterly 1/2 Day Work Sessions to coincide with teh receipt of the 50 plus Quarterly Strategic Plan Updat and 24 associated annual goals of dispose of the plan and subsequent reports. [**MANNING**]

Adjournment



Richland County Council Request of Action

Subject

November 9, 2010 [PAGES 4-5]

Purpose

Minutes of



RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS COMMITTEE NOVEMBER 9, 2010 4:00 PM

MEMBERS PRESENT:

Member Chair, Bill Malinowski
Member Valerie Hutchinson
Member Gwendolyn Davis Kennedy

ALSO PRESENT- Milton Pope, Tony McDonald, Larry Smith, Daniel Driggers, Michielle Cannon-Finch, Monique Walters

CALL TO ORDER

The meeting was called to order at approximately 4:07 p.m.

APPROVAL OF MINUTES

The minutes for October 19, 2010 was approved as submitted.

ADOPTION OF AGENDA

The agenda was adopted as submitted.

ITEMS FOR ACTION

Financial System access for Council Members [WASHINGTON]- the Committee recommends approval of the Administrator's recommendations to allow Council to have full read only access to all IFAS modules with the exception of the personnel module.

To change Section 18-1 to eliminate the underlined and italicized wording shown below-

Section 18-1. Discharge of firearms in certain areas unlawful.

(b) *Within three hundred yards of the property boundaries of any dwelling business, or subdivision.* It shall be unlawful for any person in the unincorporated area of the county to discharge any rifle, gun, pistol, revolver, or other similar instrument from or

by means of which any bullet, shot, or other missile of any kind may be projected within three hundred (300) yards of any building used as a dwelling or business, or within the boundaries of any subdivision or within three hundred (300) yards of any subdivision, as that term is defined in Sec. 26-22 of this Code. This subsection shall not apply to a peace officer or member of the armed forces of the United States or any authorized gun club, or in the lawful defense of life or property. *This subsection also shall not apply to hunting or other lawful use of firearms by persons while upon their own property, nor shall this subsection apply to persons hunting or otherwise lawfully discharging firearms on another person's property with the landowner's express permission.* [MALINOWSKI] –The amended ordinance was handed out at the committee meeting and the committee recommended the ordinance be forwarded to council for approval.

Motion: When vacancies are identified on Richland County Boards and /or Commissions that require actions of County Council to fill, the Clerk assigned to advertise and process applications for these positions will notify Executive Director and/or Chairman of the Board of the agency, Board or Commission either by telephone, email or regular mail prior to position the public announcement of the vacancy. (Rules & Appointments Committee) [PEARCE]- The Committee recommended this item be forwarded to council with a recommendation for approval.

DISCUSSION

Any changes made in any way to an item coming to council from a committee of previous council meeting, to include consent items, must not be placed on the consent agenda in order to make council aware the item is not exactly the same. [MALINOWSKI]- The committee recommended this item be forwarded to Council with a recommendation for approval.

Council will schedule at a minimum Quarterly ½ Day Work Sessions to coincide with the receipt of the 50 plus page Quarterly Strategic Plan Update and 24 associated annual goals or dispose of the plan and subsequent reports. [MANNING] The Committee will move this item to an action item on the next committee agenda and asked the Councilman Manning be present at the next Committee meeting to give input.

OTHER ITEMS

Midlands Workforce Development Board-6 [the nominees for this board are: Reginald Abraham, Leonard Cooper, Fredrick Davis, Sr., Yvonne H. Manley, Rosalind Miller and Joan Richardson]- the Committee recommends this item be kept in Committee until further information is received from Bonnie Austin of the Midlands Workforce Development Board.

ADJOURNMENT

The meeting adjourned at approximately 4:42 pm.

Minutes transcribed by Monique Walters

Richland County Council Request of Action

Subject

Purpose

Richland County Council Request of Action

Subject

Accommodations Tax Committee, Hospitality-2 [No applications were received for this committee]

Purpose

Richland County Council Request of Action

Subject

Appearance Commission, Landscaper/Landscape Architect-1 [No applications were received for this position at this time.

Purpose

Richland County Council Request of Action

Subject

Building Codes Board of Adjustments and Appeals, Licensed Contractor-1 [No applications was received]

Purpose

Richland County Council Request of Action

Subject

Community Relations Council-1 [One application was received from Bethany Human] **[PAGES 11-13]**

Purpose



APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Bethany Human
Home Address: 3015 Clark St., Columbia, SC 29201
Telephone: (home) 803-447-1702 (work) 803-771-7800 x19
Office Address: 1115 Marion Street, Columbia, SC 29201
Educational Background: B.A. Public Relations, Minor Political Science, University of SC, 2005
Professional Background: Communications Professional in the non-profit sector
Male Female Age: 18-25 26-50 Over 50
Name of Committee in which interested: Community Relations Council
Reason for interest: I would like to get involved with the city programs and use my expertise to help Columbia continue to prosper.
Your characteristics/qualifications which would be an asset to Committee/Board/ Commission:
5 years with the Episcopal Diocese working in youth and communications, 4 years on the USC Young Alumni Council, 10 year Columbia resident, (see attached resume)
Presently serve on any County Board/Commission/Committee? No
Any other information you wish to give? I look forward to the opportunity to serve.
Recommended by Council Member(s): _____
Hours willing to commit each month: As many needed to get the job done

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 board 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 boards shall be required to abstain from voting or influencing through discussion or debate or any other way, decisions of the board 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 Board or Commission, as the County Council, by majority vote of the council, shall elect.

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the board?

Yes _____

No _____

If so, describe: _____


Applicant's Signature

10/27/10
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-5060.

One form must be submitted for each committee on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

Bethany Lynn Human

3015 Clark Street
Columbia, SC 29201
803-447-1702

bethanyhuman@gmail.com

EDUCATION

- B.A. in Public Relations, minor in Political Science
- University of South Carolina, Columbia, SC 2001-2005
- 3.4 average in field of concentration.
- Received university academic scholarship and out-of-state tuition waiver.

RELATED SKILLS

- Desktop publishing, QuarkXPress, Adobe PageMaker and InDesign
- Web Design, Macromedia Dreamweaver, Fireworks, Flash, JOOMLA!
- Proficient in all Microsoft and Mac OS; including MS Office Suite
- Database Management (Filemaker Pro, MS Access, ACS)
- Event coordination and management

SELECTED WORK EXPERIENCE

Episcopal Diocese of Upper SC

Director of Information Technology

07/09 - Present

- Directly responsible for all aspects of the diocesan web site and database
- Responsible for teaching web managers how to use our content management system
- Make purchasing recommendations for the administrative offices
- In charge for all online event registration forms and processes
- Technology coordinator and support for all diocesan-wide events
- Responsible for all diocesan PowerPoint and media presentations

Episcopal Diocese of Upper SC

Assistant for Communications & Youth Ministry

04/05 – 07/09

- Inspire, involve and influence the members of parishes in the diocese
- Foster communication between the Bishop's office and the diocese
- Responsible for layout of award-winning quarterly magazine, *Crosswalk*
- Converted bi-monthly print newsletter, *Missioner News*, into monthly e-newsletter *youthspace.edusc* marketed directly to youth
- Designed layout for bi-weekly diocesan-wide e-newsletter, *e~DUSC*
- In charge of publishing web content and maintaining the diocesan web site
- Responsible for youth event registration, promotion, and organization

Previous Work Experience

- Family Connection of South Carolina, Community Relations Intern, 01/05-05/05
- Enterprise Rent-a-Car, Management Trainee Intern, 05/04 - 10/04
- University Housing, Resident Advisor, 08/02 – 05/04
- Vector Marketing, Inc., Field Sales Leader, 05/02 – 08/02

AWARDS & PUBLICATIONS

Polly Bond Award, Episcopal Communicators

2006, 2007, 2008

LANGUAGES

- American Sign Language (fluent)
- Spanish (basic working knowledge)

Item# 6

Attachment number 1
Page 3 of 3

Richland County Council Request of Action

Subject

Employee Grievance Committee-3 [An application was received from Deborah Jordan, Detention Center*] **[PAGES 15-16]**

Purpose



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Deborah Jordan
Home Address: 121 Buckskin Ct. Columbia, SC 29203
Telephone: (home) 803-754-8287 (work) 803-576-3289
Office Address: 201 John Mark Drive, Columbia, SC 29209
Email Address: JordanD@RCgov.us
Educational Background: BA Degree
Professional Background: Victim Services Coordinator
Male [] Female [x] Age: 18-25 [] 26-50 [] Over 50 [x]
Name of Committee in which interested: Grievance Committee
Reason for interest: I have served on the Grievance Committee for the past 3 yrs and still very interested
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: I am presently the Victim Services Coordinator for A.S.G.D.C. I am a certified Victim Advocate, and presently serving on the committee
Presently serve on any County Committee, Board or Commission? Grievance Committee
Any other information you wish to give?
Recommended by Council Member(s): N/A
Hours willing to commit each month: I have no limit.

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 _____ No _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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

Yes _____ No _____

If so, describe: _____

Deborah Jordan
Applicant's Signature

11-02-10
Date

**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.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

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Item# 7

Richland County Council Request of Action

Subject

Internal Audit Committee-2

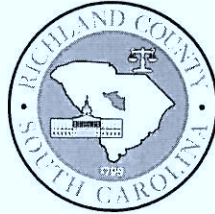
Purpose

Richland County Council Request of Action

Subject

Riverbanks Park Commission-1 [an application was received from Lloyd S. Liles*] [PAGES 19-20]

Purpose



APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Lloyd S. Liles

Home Address: 101 Cricket Hill Rd. Columbia, SC 29223

Telephone: (home) 803-736-2226 (work) same

Office Address: same as above

Email Address: lliles@sc.rr.com

Educational Background: BS UNC Chapel Hill

Professional Background: former AT&T Executive/ Investments: Hotels, Real Estate
Cemetaries

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Zoo Reappointment

Reason for interest: Longtime interest in animals including visits
to other zoos across the world.

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

Previous executive positions including financial responsibilities

Presently serve on any County Committee, Board or Commission? Zoo Commission

Any other information you wish to give? Chair

Recommended by Council Member(s): Val Hutchinson; Jim Manning; Paul

Hours willing to commit each month: Livingston as needed

CONFLICT OF INTEREST POLICY

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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 _____ No **XXXXXX** _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

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

Yes _____ No **XXXXXX** _____

If so, describe: _____

L. L. Liles
Applicant's Signature

7/23/10
Date

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.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file
Item# 9	

2

Richland County Council Request of Action

Subject

Council will schedule a minimum Quarterly 1/2 Day Work Sessions to coincide with the receipt of the 50 plus Quarterly Strategic Plan Update and 24 associated annual goals of the plan and subsequent reports.
[MANNING]

Purpose