



# SOUTH CAROLINA REVENUE AND FISCAL AFFAIRS OFFICE

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## MEMORANDUM FOR THE RECORD

**Date:** January 25, 2024, upon adjournment of BEA meeting  
**Location:** Revenue and Fiscal Affairs Office, Conference Room 417 / Zoom  
**Subject:** Minutes of the Revenue and Fiscal Affairs (RFA) Board Meeting

**Participants:** *Board Members* – Edward Grimball- Chairman (*via Zoom*), Curtis Hutto, and Dr. Michael Mikota. Frank Rainwater– Executive Director, *Staff* – Paul Athey, Chris Finney, Elizabeth Hall, Lisa Jolliff, Sandra Kelly, and Dr. David Patterson.

**Attendees:** *RFA* – Carrie Bundrick, Sara Crawford, Dianne Davis, Ashley Johnson, Kathryn Kelley, Byron Kirby, David Morrison, Emily Prosser, Michael Reynolds, Julie Royer, AuJour Washington, and Matt Wellslager; *Guests* – Mike Angel, James Brown, and Larry Fernandez. *Additional participants via Zoom.*

Note: Guests were invited to attend in-person or virtually. An email invitation was sent to the Distribution list and the meeting notification was posted on the RFA website and in the Rembert Dennis Building. Meeting information and log-in instructions were posted online. Meeting materials were posted online prior to the start of the meeting, and the documents were also shared via Zoom.

- I. Chairman Grimball called the meeting to order at 1:49 p.m., shortly after the Board of Economic Advisors meeting adjourned. He expressed his regrets for not being able to attend in-person.
- II. Chairman Grimball presented the November 16, 2023, meeting minutes, which previously had been shared with the Members, and asked if any Member had edits or questions. Hearing no amendments or objections, Chairman Grimball declared the minutes approved as written. ([See minutes](#))
- III. Employee Service Awards  
On behalf of the agency, Mr. Rainwater recognized Michael Reynolds, Brandon Shealy, and Chris Finney for their years of service. He thanked each of them for their contributions and presented them with a certificate.  
  
Mr. Rainwater then recognized Dr. W. David Patterson for his contributions to the agency and his pending retirement. He commended Dr. Patterson on his accomplishments throughout his career and noted his professional accolades at the state and national level. He thanked him on his service to the agency and state and presented him with a certificate and gift.
- IV. Agency Updates ([See materials](#)):
  - A. Elizabeth Hall provided an update on the agency’s Information Technology infrastructure refresh project. Highlights included:
    - Phase 1 of the project, which included production equipment replacement and the move to the Department of Administration’s data center, was completed in December 2023.

- Phase 2, which includes the update and expansion of the disaster recovery environment and the implementation of the immutable backup repository, is scheduled to be completed in FY 2024-25.

B. Chris Finney presented several accomplishments of the Data Integration and Analysis Division. Highlights included:

- Being featured by Public Health Informatics Institute (PHII) as a success story for the use of data.
- Authoring a chapter in the collective work *Early Childhood Research for Educational Equity: Family-School-Systems Connections* scheduled to be published in the spring.
- Presentations on the research capabilities and the security/privacy standards of the IDS to various educational groups and agencies.
- Several research projects utilizing data from the SC Integrated Data System (IDS).

C. Mr. Rainwater presented on a collaboration with University of South Carolina Upstate, Business Analytics Program graduate students.

*Members asked questions throughout the presentations, which generated further discussions between Members and staff. Chairman Grimball thanked the presenters for a job well done.*

IV. Other Items for Discussion

*No items for discussion.*

V. The next scheduled meeting, if necessary, is February 15, 2024.

VI. Chairman Grimball moved to adjourn the meeting, and Dr. Mikota seconded the motion. All voted aye, and the meeting adjourned at 2:15 p.m.

Public notice of this meeting was posted at <http://rfa.sc.gov> and the Rembert Dennis Building.

These minutes were approved on 4/10/2024

Emily Prosser *Emily Prosser*