

## MEMORANDUM FOR THE RECORD

**Date:** August 20, 2018  
Room 417, Dennis Building  
10:00 a.m.

**Subject:** Minutes of the Revenue and Fiscal Affairs Board (RFA) Meeting

**Attendees:** *Board Members* – Edward Grimball-Chairman (via phone), Howell Clyborne (via phone), Emerson Gower (via phone),  
RFA Human Resources – Debbie Glenn

1. Chairman Grimball called the meeting to order at 10:03 a.m..
2. The RFA board entered executive session at 10:04 a.m. on a motion by Howell Clyborne, seconded by Emerson Gower, all voted "aye".
  - a. Members present (via conference call): *Board Members* – Edward Grimball-Chairman, Howell Clyborne, Emerson Gower.
  - b. The following items were discussed:
    - i. Agency Head Evaluation FY17-18
    - ii. Agency Head Planning Stage FY18-19
3. The Board returned to open session at 11:18 a.m. on a motion by Emerson Gower, seconded by Howell Clyborne., all voted "aye".
  - a. The board voted to approve the Agency Head Evaluation FY17-18 and Agency Head Planning Stage FY18-19 on a motion made by Emerson Gower, seconded by Howell Clyborne, all voted "aye".
4. The meeting was adjourned at 11:20 a.m. by Chairman Grimball.

The next scheduled meeting is Wednesday, August 29, 2018 following the BEA Meeting.

Attachments: Agenda

Public Notice of this meeting was posted at: <http://rfa.sc.gov/meetings>

These minutes were approved on 10/18/18.

Debbie Glenn 