

MEMORANDUM FOR THE RECORD

Date: September 17, 2020
South Carolina Education Television - Bank of America Room
1041 George Rogers Blvd., Columbia, SC 29201
Via Teleconference – GoToMeeting
1:30 pm

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

Attendees: *Board Members* – Edward Grimball-Chairman, Emerson Gower, and Alan Clemmons. *Executive Director*, Frank Rainwater. *Division Directors* - Paul Athey, Lisa Jolliff, and David Patterson. *Staff* –Carrie Bundrick, Debbie Glenn, Elizabeth Hall, John Hoy, Sandra Kelly, Robert Martin, and Karen Rhinehart.

- I. Chairman Grimball called the meeting to order at 1:32 pm.
- II. Chairman Grimball presented the January 16, 2020, February 13, 2020, and September 9, 2020 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 attached)*
- III. Employee Recognition
 - A. Mr. Rainwater acknowledged the retirement of Sundra Ladson after 34 years of service. Ms. Ladson will be presented with a gift at the November meeting. Mr. Rainwater thanked Robert Martin for his 30 years of service to the state and acknowledged his retirement. A resolution was presented to Mr. Martin at the August 24, 2020 meeting of the Board of Economic Advisors.
 - B. On behalf of the agency, Mr. Rainwater recognized Shannon Fields, Stephen Gardner, Jeffery Hacker, Logan Kranz, Joseph Lamm, Amanda Martin, Robert McKeown, * Zachery Payne, and Muhammad Salaam for their years of service. Mr. Rainwater presented Debbie Glenn and John Hoy, who were in attendance, with certificates; due to concerns around the spread of COVID-19, other staff elected not to attend the meeting.
- IV. Agency Matters
 - A. Sandra Kelly presented highlights of the agency’s accomplishments for FY 2019-20, the strategic plan for FY 2020-21 and FY 2021-22 and the agency’s accountability report. *(See attached)*
 - *Members commented on the progress and asked questions which generated further detailed discussions between Members and staff.*
 - *Mr. Clemmons made a motion to approve the agency’s accountability report and Mr. Gower seconded. All voted aye and the agency’s accountability report was approved.*

- B. Sandra Kelly provided a short demonstration of the redesigned website prototype that is expected to go live in the fall.
- C. Carrie Bundrick presented the findings of the State Auditor's Review. *(See attached)*
- D. Paul Athey presented the budget request for FY 2021-22. *(See attached)*
 - *Mr. Gower made a motion to approve the budget request and Mr. Clemmons seconded. All voted aye and the budget request was approved.*
- E. Paul Athey provided a progress report of the statewide aerial imagery project. *(See attached)*
 - *Mr. Athey reported that the plan is to capture imagery for the entire state every three years. To date, the agency has commitments from federal, state, and local agencies to fund approximately sixty percent of this initiative.*
- F. Paul Athey provided a status update of the transition to NG 9-1-1 and the updated fiscal model. *(See attached)*
 - *Members, Mr. Athey, and Mr. Rainwater discussed the fee, funding model, and appropriate fund balance.*

Chairman Grimball thanked staff for a job well-done.

II. Personnel Matter

- A. Chairman Grimball stated that the Board had met on September 9th in executive session to discuss the Executive Director's FY 2019-20 evaluation and FY 2020-21 planning stage.
 - *Mr. Clemmons motioned to approve the Executive Director's FY 2019-20 evaluation and FY 2020-21 planning stage, Mr. Gower seconded and all voted aye and the evaluation and planning stage were approved.*

III. There was no other business discussed.

VII. The next scheduled meeting is November 10 2020, upon adjournment of BEA Meeting if necessary.

VIII. The meeting was adjourned at 2:49 pm by Chairman Grimball.

Attachments: Agenda, Meeting Materials

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

These minutes were approved on November 10, 2020

Sandra Kelly 