



**SOUTH CAROLINA  
REVENUE AND FISCAL AFFAIRS OFFICE**

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**MEMORANDUM FOR THE RECORD**

**Date:** August 22, 2023, 2:00 p.m.  
Rembert Dennis Building, Room 417 / Members via Zoom

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

**Attendees:** *Board Members* – Edward Grimball, Chairman, Curtis Hutto, and Michael Mikota (*All Members via Zoom*). *Staff* – Sandra Kelly and Emily Prosser. *Guests* – Spencer Miller, Assistant Director of Human Resources, Department of Administration Shared Services. *There were no other attendees.*

- I. Chairman Grimball called the meeting to order at 2:02 p.m.
- II. Chairman Grimball stated that if there were no objections, the Board would enter into a closed session to discuss the FY 2022-23 Agency Head evaluation and the FY 2023-24 Agency Head planning stage. There were no objections, and the meeting went into closed session at 2:11 p.m. Sandra Kelly, Spencer Miller, and Emily Prosser were excused at that time, and only Board Members remained. (Pursuant to §30-4-70(a)(1))
- III. The Board ended the closed session and returned to open session at 3:26.
- IV. The meeting was adjourned at 3:26 p.m. by Chairman Grimball.

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

These minutes were approved on 8/24/2023

Emily Prosser *Emily Prosser*