

MEMORANDUM FOR THE RECORD

- Date:** January 17, 2019
Bowers Conference Room
Room 417, Rembert C. Dennis Building
2:30 pm or Upon Adjournment of the BEA Meeting
- Subject:** Minutes of the Revenue and Fiscal Affairs (RFA) Board Meeting
- Attendees:** *Board Members via GoToMeeting* – Edward Grimball-Chairman, Emerson Gower, and Howell Clyborne. *Executive Director*, Frank Rainwater. *Division Directors* - Paul Athey, Lisa Jolliff, and David Patterson. *Staff* –Carrie Bundrick, Natalie Gallagher, Debbie Glenn, Kenneth Harris, Sandra Kelly, Robert Martin, Karen Rhinehart, Will Roberts, Gordon Shuford and Matt Wellslager.
- I. Chairman Grimball called the meeting to order at 2:15 pm.
- II. Chairman Grimball presented the November 8, 2018 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 Recognitions
Frank Rainwater recognized Steve Sklar on his retirement earlier in the month and commended his service to the agency.
- IV. Agency Matters
- A. Debbie Glenn presented the agency's Equal Employment Opportunity Level of Attainment. *(see attached)*
- B. Sandra Kelly and Paul Athey presented the FY 2018-19 Strategic Plan quarterly update and reported that overall progress was on track. *(see attached)*
Will Roberts, Paul Athey, Lisa Jolliff and David Patterson briefed Members on Customer Focus projects in their Sections/Divisions.
- C. Mr. Rainwater presented a procurement request that required authorization from the Board pursuant to §11-35-450. *(see attached)*
~Chairman Grimball asked the members for a motion to approve the purchase. Mr. Gower made a motion to approve the request; Mr. Clyborne seconded and the motion passed unanimously.

D. Mr. Rainwater briefed the Members on a letter he received from Governor McMaster, Senate President Peeler, and House Speaker Lucas who jointly requested that the Revenue and Fiscal Affairs Office work with the South Carolina Department of Education, South Carolina Education Oversight Committee and others to study education funding and create a simpler and more transparent model.
~Chairman Grimball stated that this request was an extremely important project and we were up for the task. He asked for periodic project reports.

V. Frank Rainwater reminded Members that the 2019 Statement of Economic Interest was due by March 30.

~In closing, Chairman Grimball thanked staff for a comprehensive report that shows the fine work we do.

VI. The next scheduled meeting is February 14, 2019 following the BEA Meeting if deemed necessary.

VII. The meeting was adjourned at 2:47 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 4/8/2019.

Sandra Kelly 