

**County CEO Work Session**  
**WIA Consortium Counties: Clarendon, Kershaw, Lee and Sumter**

**Monday, September 26, 2011 – 12:00 Noon**  
**Santee-Lynches Regional Council of Governments**  
**36 West Liberty Street, Sumter, SC 29150**

**Meeting Minutes**

The following were in attendance at the meeting:

- Dwight Stewart, Clarendon County Council Chairman
- Vic Carpenter, Kershaw County Designee
- Arthur Beasley, Lee County Council Chairman
- Eugene Baten, Sumter County Council Chairman
- Dr. Bill Painter, Santee-Lynches RCOG Board Chairman
- Jim Darby, Santee-Lynches RCOG Executive Director
- Kathy Powell, Santee-Lynches RCOG Finance Director and Deputy Director
- Areatha Clark, Interim Workforce Development A/E Director
- Gwen Davis, Interim One-Stop Director
- Hope Turner, Workforce Development Finance Coordinator
- Donna Thames, Workforce Development Administrative Assistant

**I. Call to Order**

The County Chief Elected Officials (CEOs) Work Session Meeting was called to order at 12:10 PM by Dr. Bill Painter, Facilitator/Moderator and he provided the invocation.

Dr. Painter gave an overview of what has transpired to date:

- The Executive Committees of the SLWIB and the SLCOG met in late summer of 2010 and decided that as a group they would meet and resolve any issues that would come up.
- Dr. Painter then noted that it was not until the May 17, 2011 WIB Meeting that the COG was notified of the WIB's decision to go out for a RFP for a new One-Stop Operator.
- Following the WIB Meeting, the COG's Executive Board met and Mr. Charles Eden made a motion to have a joint meeting between the SLWIB's and the SLCOG's Executive Boards to hear the WIB's side of the story.
- The two Committees had a "Joint Meeting" on June 20, 2011. The WIB asked to go into Executive Session and the COG listened to the WIB. The COG Members did not ask questions during Executive Session; however, Dr. Painter stated that he asked for some specifics at the meeting. Dr. Painter added that the COG's Executive Committee Members maintained a neutral atmosphere during which the WIB's members expressed their opinions.
- Dr. Painter acknowledged his own concerns regarding the perceived level of importance given to observing the appropriate processes and procedures for conducting the public's business relating to any organization's use of public funds.
- After this joint meeting, Dr. Painter, as chairman of the COG, instructed Mr. Darby on Dr. Painter's behalf as Chairman of the COG to make appointments with the CEOs and to schedule a meeting to discuss the WIA program and the issues that were immersing between the SLWIB and the COG. The next steps have been the Consortium Meetings.

- All information regarding meeting times, dates and data with the Consortium Members have been sent to the WIB's Chair. Chair Dority has been invited to all meetings.
- A photo was passed around showing all the exhibits displayed in the Board Room showing the documentation of the process of events for the past year. Mr. Darby informed the CEOs that there is hard copy documentation of meetings and events that Dr. Painter has described along with copies of public meeting notices.
- On September 12<sup>th</sup> there was a joint meeting with the COG's Executive and Workforce Investment Committee Members. The purpose of this meeting was to insure that COG Committee Members understood the background and factual basis for the current problems expressed by the WIB to the COG's Executive Committee regarding Santee-Lynches' staff performance and management of their contract to operate the WIA One-Stop. Dr. Painter expressed his concerns regarding on what apparently was a breach in the expected confidentiality between COG Executive Committee Members following a recent legally declared Executive Session. He reminded both committees of the expected conduct of participants in executive session and the potential consequences should confidentiality be breached by a member.
- Dr. Painter then summed up the current activities that have taken place and ended by stating that the COG is the One-Stop Operator and interim Administrative Entity until the WIA Consortium CEOs or their designees make their formal decisions later this fall. The COG has responded to the WIB agreeing to be responsible for Staff to operate the WIA One-Stop until December 31, 2011.

**Mr. Dwight Stewart made a motion that the CEOs and Kershaw County's designee go into Executive Session to discuss a legal issue. The motion was seconded by Mr. Eugene Baten.** Staff and Dr. Painter departed from the meeting.

Staff was asked to rejoin the Consortium Members.

**Mr. Arthur Beasley made the motion to come out of Executive Session and it was seconded by Mr. Dwight Stewart.**

**No vote or other action was taken during Executive Session.**

## **II. Approval of the Agenda (M)**

Dr. Bill Painter asked if there were any questions or additions or deletions to the Agenda. **Mr. Vic Carpenter made a motion to approve the adoption of the Agenda. The motion was seconded by Mr. Dwight Stewart.** There being no discussion, Dr. Painter called for the vote. **All were in favor and the motion passed unanimously.**

## **III. Approval of the Minutes – September 8, 2011 (M)**

Dr. Bill Painter asked if there were any questions or revisions to the Minutes from the September 8<sup>th</sup> Meeting. **Mr. Arthur Beasley made a motion to approve the minutes. The motion was seconded by Mr. Eugene Baton.** There being no discussion, Dr. Painter called for the vote. **All were in favor and the motion passed. Mr. Vic Carpenter abstained.**

#### **IV. Work Session Status Report – re. CEOs Ratification of WIA Consortium Roles and Responsibilities Agreement and Transmittal Letter to WIB’s Membership.**

Mr. Dwight Stewart stated that during Executive Session that a legal matter was discussed regarding Sumter County’s position on the order in which specific documents should have been prepared for approval by the Consortium Members prior to the WIA Consortium Roles and Responsibilities Agreement now under consideration. The current document was approved by vote of the four Consortium representatives at the last meeting of the work group. Mr. Stewart then suggested to Mr. Eugene Baten that he consult with Mr. Johnathan Bryan, Sumter County attorney, on behalf of the Consortium and bring back an appropriate document for the Consortium Members to sign.

Dr. Painter reminded the Consortium Members that Mr. Bryan had assisted with the Consortium Agreement and the Roles and Responsibility Agreement to ensure that both agreements were in accordance with the laws. He then asked if they were asking Mr. Bryan to rewrite the Roles and Responsibilities Agreement and then reminded them that the Minutes from the September 8<sup>th</sup> meeting had just been approved. At that meeting, Mr. Eugene Baten made the motion to approve the Roles and Responsibilities Agreement with noted amendments and it was seconded by Mr. Dwight Stewart.

Mr. Arthur Beasley responded that in the Consortium Agreement, under Item 4 (b), second sentence it states .....Prior to designating an Administrative Entity to serve ....., the CEOs will enter into a separate Roles and Responsibilities Agreement..... Mr. Eugene Baten further explained that with the current Roles and Responsibilities Agreement, it may appear that the CEOs have already selected SLRCOG as the Administrative Entity and Mr. Baten was concerned that the CEOs were not following procedures. Dr. Painter reminded them that the WIA Consortium Agreement was signed back in August, 2011. Mr. Vic Carpenter reiterated that the Consortium agreement was not in question. Dr. Painter then asked if the Roles and Responsibilities Agreement, though approved by the Consortium at its previous meeting and signed by three CEOs, was to be revised. Mr. Baten replied that he thought that the Consortium would benefit from an additional document prepared in a manner similar to the Roles and Responsibilities Document now under consideration that does not specify or otherwise name an Administrative Entity for the consortium. Mr. Stewart made the following general inquiry, would the additional document under discussion when signed by the four CEOs or their designee bring the WIA Consortium Member’s actions back into the proper sequence in regard to the approval of other agreements referenced in the WIA Consortium Agreement? Sumter County’s position is that they cannot sign the transmittal letter to the WIB Board without this new agreement being approved by the Consortium Members.

Mr. Baten was asked if he would sign the current Roles and Responsibility Agreement after the new agreement was drafted, reviewed, and signed by the Consortium Members. He responded “yes” and that he felt that this additional agreement would help to clarify the process taken by the CEOs and fill a “gap”.

The current Administrative Entity Staff was requested to review the current agreement, revise as instructed above, and to distribute a draft to the Consortium Members at the earliest possible date for their review, and if necessary to provide suggestions for changes or be prepared to meet again in order to formally approve the new document.

**Mr. Dwight Stewart made to motion to adjourn the meeting and it was seconded by Mr. Arthur Beasley.**

Recorded by:  
Donna Thames