



Richland County Council
Employee Evaluation Ad Hoc Committee
MINUTES
November 16, 2023 – 4:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Chakisse Newton, Chair, Derrek Pugh and Cheryl English

OTHER PRESENT: Anette Kirylo, Elizabeth McLean, Kyle Holsclaw, Leonardo Brown, Lori Thomas, Chelsea Bennett, Tamar Black, Michelle Onley, Venyke Harley, and Jennifer Wladischkin

1. **CALL TO ORDER** – Chairwoman Newton called the meeting to order at approximately 4:00 PM.
2. **APPROVAL OF MINUTES**
 - a. July 25, 2023 – Mr. Pugh moved to approve the minutes as distributed, seconded by Ms. English.

In Favor: Pugh, English, and Newton

The vote in favor was unanimous.
3. **ADOPTION OF THE AGENDA** – Ms. English moved to adopt the agenda as published, seconded by Mr. Pugh.

In Favor: Pugh, English, and Newton

The vote in favor was unanimous.
4. **ITEMS FOR DISCUSSION/ACTION**

- a. 2023-2024 County Administrator Evaluation Process [EXECUTIVE SESSION]
- b. 2023-2024 County Attorney and Clerk to Council Performance Evaluation Process [EXECUTIVE SESSION]

Ms. Newton moved to amend the title of the items to read “2023-2024” instead of just “2023”, seconded by Ms. English.

In Favor: Pugh, English, and Newton

The vote in favor was unanimous.

Mr. Pugh moved to go into Executive Session, seconded by Ms. English.

In Favor: Pugh, English, and Newton

The vote in favor was unanimous.

*The Committee went into Executive Session at approximately 4:04 PM
and came out at approximately 4:36 PM*

Mr. Pugh moved to come out of Executive Session, seconded by Ms. English.

In Favor: Pugh, English, and Newton

The vote in favor was unanimous.

Ms. Newton stated the committee entered into executive session to discuss the below-listed items, no action was taken in executive session.

- a. 2023-2024 County Administrator Evaluation Process [EXECUTIVE SESSION]
- b. 2023-2024 County Attorney and Clerk to Council Performance Evaluation Process [EXECUTIVE SESSION]

Mr. Pugh moved to accept the consultant's recommendation for the employee evaluation schedule, seconded by Ms. English.

In Favor: Pugh, English, and Newton

The vote in favor was unanimous.

5. **ADJOURNMENT** – Ms. English moved to adjourn the meeting, seconded by Mr. Pugh

In Favor: Pugh, English, and Newton

The vote in favor was unanimous.

The meeting adjourned at approximately 4:37 PM.