



Richland County Council  
STRATEGIC PLANNING AD HOC COMMITTEE  
October 26, 2021 – 3:00 PM  
Council Chambers  
2020 Hampton Street, Columbia, SC 29201

MEMBERS PRESENT: Jesica Mackey, Chair, Yvonne McBride, Chakisse Newton

OTHERS PRESENT: Paul Livingston, Bill Malinowski, Derrek Pugh, Tamar Black, Angela Weathersby, Justin Landy, Kyle Holsclaw, Leonardo Brown, Ashiya Myers, Dante Roberts, Jennifer Wladischkin, Randy Pruitt, Sandra Haynes, Stacey Hamm, Steven Gaither, Dwight Hanna, Michael Byrd, Lori Thomas, John Thompson, Christine Keefer, Aric Jensen and Shane Kitchen

1. **CALL TO ORDER** – Ms. Mackey called the meeting to order at approximately 3:00 PM.
2. **APPROVAL OF THE MINUTES: October 5, 2021** – Ms. Newton noted there was a scrivener’s error, which she will share with the Clerk’s Office.

Ms. Newton moved, seconded by Ms. Mackey, to approve the minutes as corrected.

In Favor: Mackey and Newton

Not Present: McBride

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Ms. Newton moved, seconded by Ms. Mackey, to adopt the agenda as published.

In Favor: Mackey and Newton

Not Present: McBride

The vote in favor was unanimous.

4. **ITEMS FOR DISCUSSION:**

- a. **Strategic Planning Timeline** – Ms. Mackey noted Baker Tilly previously provided the committee with a timeline.

Mr. Brown noted as of October 22<sup>nd</sup> Baker Tilly has completed one-on-one interviews with 88 of the 11 Councilmembers. Also, they have completed all of their interviews with the Administration Work Group. Currently they are reviewing the input, which will be used to guide the Strategic Planning Retreat on November 15<sup>th</sup>. He noted the retreat will be held at the Graduate Inn at USC. It is

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anticipated this will be an all-day event led by Baker Tilly.

Ms. Varghese stated Baker Tilly is on track with the timeline and the budget. She noted they have conducted all their interviews, and are in preparation for the all-day retreat.

Ms. Newton inquired if the next step is the retreat.

Mr. Brown responded in the affirmative. He noted they have another brief update that could lead to action prior to the retreat.

- b. **Community Survey Update** – Ms. Keefer stated the survey was conducted by Probolsky Research October 18 -21, 2021. The preliminary results were received this morning. She noted 400 County residents were surveyed, which represented the demographic makeup of the County. The survey was conducted via landline, mobile, email and texts in English and Spanish. The online survey took about 17 minutes to complete, and about 20 minutes via phone. The next steps is to have an internal work group meeting with the research firm on Thursday. She inquired how and when the committee would like to see the survey results.

Ms. Mackey inquired when the results could be shared with Baker Tilly.

Mr. Brown stated, once the results are complete, it would be forwarded to Baker Tilly.

Ms. Varghese responded Baker Tilly received the draft results. After they receive the final product, they would review it in more detail, as they prepare for the retreat.

Ms. Mackey stated after the internal meeting, all Councilmembers should receive a hard copy of the summary report.

Ms. Newton inquired if the 400 citizens is what we were targeting and expecting.

Ms. Keefer responded the target was 400 based on the research firm's guidance.

Ms. Newton noted there were many factors included in the demography, and inquired if geography and representation across all the districts one of the factors.

Ms. Keefer responded in the affirmative. The geographic breakdown will be included in the information.

- c. **Strategic Planning Retreat: November 15, 9:00 AM- 5:00 PM** – Mr. Brown stated Council should have received a calendar invitation from the Clerk's Office. The retreat is an opportunity for Council to come together with the consultant and have them walk the County through some additional steps concerning the process.

Ms. Varghese stated at the retreat there will be a number of different activities planned to engage Councilmembers and Directors in order to conduct different visioning sessions. Baker Tilly will bring different tools and templates to assist with participation with the visioning activities in hopes of identifying the goals and objectives for the Strategic Plan.

Ms. Mackey inquired what makes this retreat different from the County's retreat and how the tow will work together.

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Mr. Brown responded the November retreat is the development phase. When we go into the regular retreat they can look at a formulated plan the County could utilize in setting the expectations for various things in the upcoming budget year. It would involve the ability to make decisions from the Council to staff about how they want to target funding and help set the priorities throughout the year, so staff knows what they should be focusing their energy on.

Ms. McBride inquired if she would be allowed an opportunity to provide input at the retreat.

Mr. Brown responded in the affirmative. He noted it was not too late to provide input.

Ms. Mackey inquired if an email could be sent to Council to communicate that further input is allowed.

Ms. Newton requested documentation for review in advance of the retreat.

5. **NEXT STEPS** – Ms. Mackey requested the next steps after the Strategic Planning Retreat, and leading up to the January Retreat.

Ms. Varghese responded Baker Tilly will continue to document any final observations and create a Richland County strategy map, while documenting the final operating objectives and initiatives. She stated they will finalize the Strategic Plan and coordinate with the County for when they could present their final deliverables within the December timeframe, so it can be taken into consideration during the January Retreat.

6. **ADJOURNMENT** – The meeting adjourned at approximately 3:20 PM.