



**County Council of  
Beaufort County  
Executive Committee  
Meeting**

**Chairman**  
PAUL SOMMERVILLE

**Committee Members**  
ALICE HOWARD  
LAWRENCE P. MCELYNN  
STU RODMAN  
MARK LAWSON

**Interim County Administrator**  
ERIC GREENWAY

**Clerk to Council**  
SARAH W. BROCK

**Staff Support**  
ROBERT BECHTOLD

**Administration Building**  
Beaufort County Government  
Robert Smalls Complex  
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## **Executive Committee Minutes**

**Monday, May 3, 2021, at 1:00 p.m.**

[This meeting is being held virtually in accordance with Beaufort County Resolution 2020-05]

**ALL OF OUR MEETINGS ARE AVAILABLE FOR VIEWING ONLINE AT [WWW.BEAUFORTCOUNTYSC.GOV](http://WWW.BEAUFORTCOUNTYSC.GOV) AND CAN ALSO BE VIEWED ON HARGRAY CHANNELS 9 AND 113, COMCAST CHANNEL 2, AND SPECTRUM CHANNEL 1304**

### **CALL TO ORDER**

Committee Chairman Sommerville called the meeting to order at 1:00 p.m.

### **PRESENT**

Committee Chairman Sommerville  
Council Member Passiment  
Council Member Howard  
Council Member Dawson  
Council Member McElynn  
Council Member Rodman  
Council Member Glover  
Council Member Hervochon

### **PLEDGE OF ALLEGIANCE**

Committee Chairman Sommerville led the Pledge of Allegiance

### **FOIA**

Committee Chairman Sommerville noted that the Public Notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

### **APPROVAL OF AGENDA**

It was moved by Council Member Howard, seconded by Council Member Dawson to "**approve the agenda.**" 8:0 Motion carried

### **APPROVAL OF MINUTES: April 5, 2021**

It was moved by Council Member Howard, seconded by Council Member Passiment to "**approve the minutes from April 5, 2021.**" 9:0 Motion carried

### **CITIZEN COMMENTS**

No citizen comments.

## **AGENDA ITEMS**

### **A Discussion Regarding the Elements of The Rules and Procedures Handbook- Officers of Council**

A brief update on how to address the elements and the revision of the handbook.

- Preamble and Chapter One; Officers, Chairs, Parliamentarian, Residency Requirements, Clerk to Council, and Ethical Principals to be discussed at next Executive Committee on June 7, 2021.

### **Discussion Regarding Uniform Committee Agendas**

- Committee Chairs agreeing to a standard format and presenting it at the next Executive Committee on June 7, 2021.
- Committee Agenda having a Consent Agenda; no legal issues.
- Committee Agenda's purpose is to discuss items and no need for consent agenda.
- A need for consent agenda for items that do not need to be discussed.
- Uniformity of agenda: 1-6 should be standard for each committee, Agenda Items, and Executive Session.
- Purpose of the Committee is to discuss, dissect, and disagrees with a consent agenda.

### **Update on Boards and Commissions- Liaison Responsibilities**

- Reminder of responsibilities.
- Staff liaison needs to be a source of information and Council liaison needs to develop a relationship with the Staff liaison or Department Head.
- Concerned with Board Members needing approval by the Governor and the timeframe it is taking to get approval back.
- Bring the issue up with the Legislative Delegation, having it approved at the County level instead of the State level due to the time it takes to get approval.

## **ADJOURNMENT**

The meeting adjourned at 2:30 p.m.

**Ratified by Committee:** June 7, 2021