

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

EMERGENCY COMMISSION MEETING MINUTES

January 4, 2023

The South Carolina Commission on Disabilities and Special Needs met on Wednesday, January 4, 2023, at 10:00 a.m. at the Department of Disabilities and Special Needs Central Office, 3440 Harden Street Extension, Columbia, South Carolina.

The following were in attendance:

COMMISSION

Microsoft Teams

Stephanie Rawlinson – Chairman

Barry Malphrus – Vice Chairman

Robin Blackwood – Secretary

Eddie Miller

Michelle Woodhead

David Thomas

Not Present

Gary Kocher, MD

DDSN Administrative Staff

Constance Holloway, General Counsel; Courtney Crosby, Director of Internal Audit; Carolyn Benzon, Attorney; Preston Southern, Information Technology Division; and Colleen Honey, Administrative Coordinator.

Call to Order and Notice of Meeting Statement

Chairman Rawlinson called the meeting to order and Vice Chairman Malphrus read a statement of announcement about the meeting that was distributed to the appropriate media, interested persons, and posted at the Central Office and on the website in accordance with the Freedom of Information Act.

Adoption of the Agenda

On a motion by Commissioner Miller, seconded by Commissioner Thomas and unanimously approved by the Commission members, the agenda was unanimously approved as presented. (Attachment A)

Executive Session

At 10:04 AM Chairman Rawlinson announced that the Commission would be entering into Executive Session to discuss a personnel matter.

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Rise from Executive Session

At 10:41 AM the Commission rose out of Executive Session. Chairman Rawlinson stated that no decisions, motions or actions were taken during Executive Session.

Commissioner Thomas made a motion to name Constance Holloway as the Interim State Director with a standard salary up to the maximum level of \$168,000. Anything above this range, will need to go before the Agency Head [Salary] Commission and that the Commission would take whatever appropriate action is necessary to obtain as much as possible for her in the interim. The motion was seconded by Commissioner Miller and the Commission unanimously approved.

Commissioner Thomas asked if another motion should be made to contract with Dr. Michelle Fry as a consultant. Chairman Rawlinson replied that no motion was needed at this time and that staff will check the policy and bring a contract to the Commission at the next regularly scheduled meeting. Commissioner Malphrus asked if the salary for the new Interim State Director went above the salary maximum of \$168,000, would a vote by the Commission take place to which Chairman Rawlinson confirmed, yes a vote from the Commission would take place in this event.

Chairman Rawlinson along with Commissioners Thomas, Miller and Woodhead thanked Dr. Fry for the work she has done on behalf of the agency.

Adjournment

On a motion by Commissioner Miller, seconded by Commissioner Woodhead and unanimously approved by the Commission, the meeting was adjourned at 10:47 AM.

Submitted by:



Colleen Honey
Administrative Coordinator

Approved by:

DocuSigned by:

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Commissioner Robin Blackwood
Secretary

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EMERGENCY COMMISSION MEETING

A G E N D A

**South Carolina Department of Disabilities and Special Needs
3440 Harden Street Extension
Columbia, SC**

January 4, 2023

10:00 A.M.

1. Call to Order *Chairman Stephanie Rawlinson*
2. Notice of Meeting Statement *Commissioner Robin Blackwood*
3. Adoption of Agenda
4. Executive Session *Chairman Stephanie Rawlinson*
Personnel Matter
5. Rise from Executive Session
6. Adjournment