

**South Carolina Human Affairs Commission
Board Meeting**

August 22, 2025
S.C. Department of Parks, Recreation & Tourism
Edgar A. Brown Building
1205 Pendleton Street, Room 252
Columbia, SC 29201

BOARD MEMBERS PRESENT

Chairman Steve Hall
Vice Chair Sharon Sellers
Commissioner Mary Amonitti
Commissioner Patrick Palmer

STAFF PRESENT

Interim Commissioner Marvin Caldwell, Jr.
Deputy Commissioner D. Clark Leslie
Tarnya Whitmire
Lawrence Smalls
Trey McLeod
Angela Cothorn
Janeen Sanders

GUEST

Thomas Kaminer – SCHAC Budget Director
ADMIN Shared Services

I. CALL TO ORDER

The South Carolina Human Affairs Commission (“SCHAC” or the “agency”) held its Board meeting on August 22, 2025, at the S.C. Department of Parks, Recreation & Tourism, Edgar A. Brown Building, 1205 Pendleton Street, Room 252, Columbia, SC. Public notice was posted at SCHAC’s main office entrance and placed on the SCHAC’s website. Chairman Hall called the meeting to order at 10:01am and asked for the roll call.

II. ROLL CALL

Janeen Sanders, Executive Assistant, called the roll of Board members. A quorum was established.

III. APPROVAL OF MINUTES

Chairman Hall called for the approval of the minutes from June 5, 2025. The motion for the minutes to be approved was made by Vice Chair Sellers and seconded by Commissioner Amonitti.

The minutes were unanimously approved.

IV. OPENING REMARKS

Chairman Hall opened the meeting with a welcome to everyone for joining, mentioned that one of the newest board members was not in attendance to a work conflict and would be joining for the next meeting.

V. OLD BUSINESS

There was no old business to be discussed.

VI. NEW BUSINESS

Chairman Hall informed the Board that two standing committees, the Finance Division and the Legal Division, required commissioner appointments. Interim Commissioner Caldwell provided a brief synopsis of the responsibilities of both committees. Commissioner Palmer volunteered to chair the Legal Division, and by default, it was noted that Commissioner Wilson would head the Finance Division.

This concluded New Business.

VII. **BOARD REPORT**

A. **Administration**

Commissioner Amonitti yielded the floor to Deputy Commissioner Leslie to deliver the Administration Report.

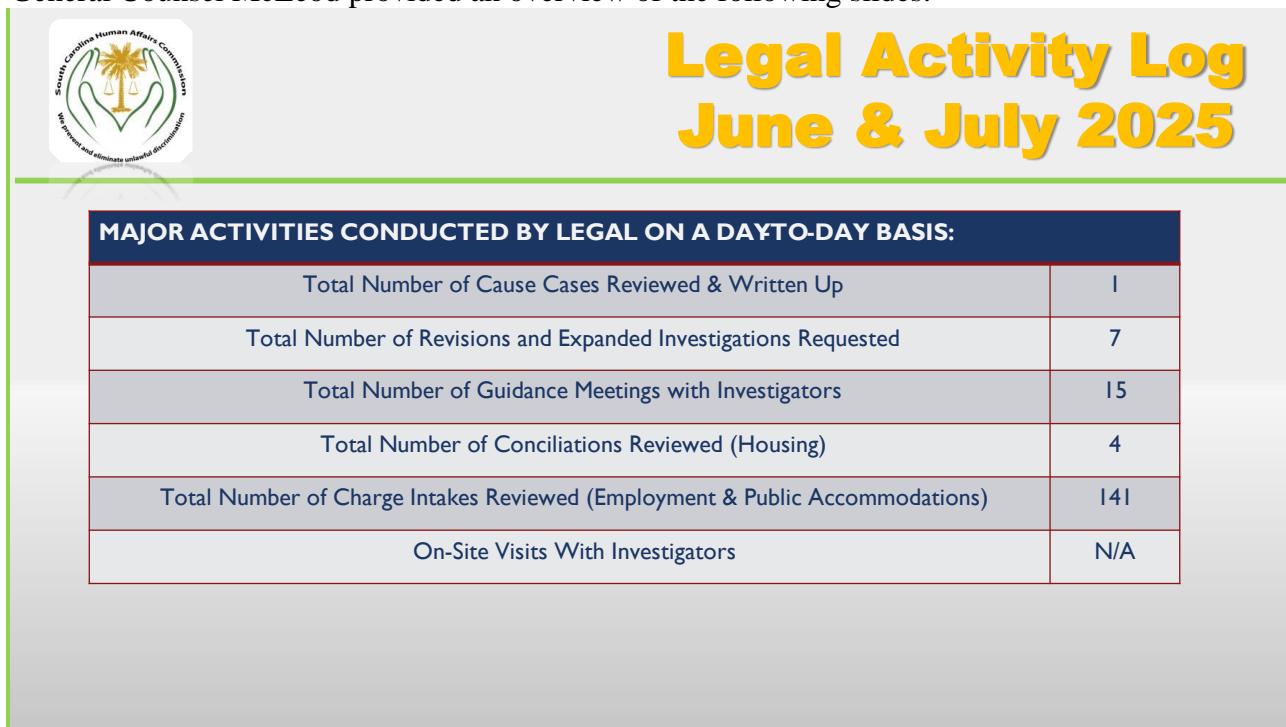
Deputy Commissioner Leslie provided an update on the agency’s upcoming relocation to the State Archives and History Building. SCHAC will occupy a portion of the second floor and the entire third floor of the new facility.

Since the last update, the estimated move-in date has been moved up from September 2026 to approximately June 2026. Some preliminary work has already begun, and meetings are underway to ensure the earliest possible move-in date.

This concluded the Administration Report.

B. **Legal Update**

General Counsel McLeod provided an overview of the following slides:



MAJOR ACTIVITIES CONDUCTED BY LEGAL ON A DAY-TO-DAY BASIS:	
Total Number of Cause Cases Reviewed & Written Up	1
Total Number of Revisions and Expanded Investigations Requested	7
Total Number of Guidance Meetings with Investigators	15
Total Number of Conciliations Reviewed (Housing)	4
Total Number of Charge Intakes Reviewed (Employment & Public Accommodations)	141
On-Site Visits With Investigators	N/A

The above numbers reflect the major data points for the legal division. While this list is not all-inclusive, it offers a numerical representation of how we allot our time reviewing matters to make sure our outcomes are compliant with state and federal law. The categories on the left are listed in descending order of most time-consuming to least. This list does not account for pending litigation—we cover that in executive session because it is subject to the attorney-client privilege and because it is improper to comment on pending litigation in a public forum.



MEDIATION REPORT June & July 2025

Mediation Update	
Number of Mediations Scheduled	23
Number of Mediations Successful	15
Number of Mediations Unsuccessful (Impasse)	7
Number of Mediations Returned	1
Amount of Monetary Settlements	\$50,900.55
Settlements Completed for EEO Contract Year	
	58 for a combined \$707,600.00

The above chart tracks the success of the agency mediator, Larry McBride. General Counsel McLeod was hopeful that the total settlement amount for the contract year ending on September 30, 2022, would top 1 million.



FOIA REPORT June & July 2025

FOIA ACTIVITY	
FOIA Requests Received	15
FOIA Requests Invoiced	9
FOIA Requests Finalized	15
Year-to-Date Payments Received	\$21.00

Lastly, General Counsel McLeod stated the Legal division also handles all FOIA requests that come into the agency. The agency charges the requesting party if the file they are requesting is over 100 pages.

This concluded the Legal Report.

C. Legislative Update

Vice Chair Sellers turned this portion of the meeting over to Interim Commissioner Caldwell.

Interim Commissioner Caldwell advised the board that, with the legislation still in summer session, there hasn't been much activity. During that time of year, budget requests would have been submitted, but due to the agency obtaining all it needed during the last fiscal year, no requests were going to be made.

This concluded the Legislative portion of the report.

D. Personnel Update

Lawrence Smalls delivered the Personnel Report as follows:

As of August 22, 2025, the agency had a total of 63 Full-Time Equivalent (FTE) positions, 2 temporary positions and 6 vacancies. The vacant positions are as follows:

- Agency Head
- Community Relations Consultant (pending interviews)
- Technical services & Training- (Training Coordinator) (pending interviews)
- Technical Services & Training (Program Coordinator I) (pending job posting)
- Attorney II (pending interviews)
- IT Consultant (pending candidate selection)

Additionally, there were three new hires and two resignations.

This concluded the Personnel portion of the report.

E. Financial Update

Chairman Hall turned the meeting over to Thomas Kaminer to present the Financial Report to the Board.

Given the presence of new board members, Mr. Kaminer provided a brief training on how to read and interpret the report. Since Commissioner Palmer now oversees that division, Mr. Kaminer also offered him additional context regarding the agency's budget and financial status based on the distributed reports.

Mr. Kaminer noted that the agency ended FY25 with \$650k in reserve. He emphasized that the agency's spending and overall financial position remain strong and well-managed.

This concluded the Financial Report.

VIII. COMMISSION REPORTS

A. Administration

Interim Commissioner Caldwell informed the Board that the Fair Housing contract ended on June 30. The division closed more than 100 cases for the second consecutive year, exceeding the allotted target of approximately 60 cases.

The EEO contract is expected to wrap up by September 30, and the team is diligently working to close their remaining cases.

Interim Commissioner Caldwell noted that the Division Directors would provide additional details in their respective reports.

B. Consultative Services Programs

i. Technical Services & Training

Deputy Commissioner Leslie gave a brief highlight for this division as listed below:

Technical Services and Training

CURRENT FOCUS

- **PREPARATION FOR GENERAL ASSEMBLY REPORT SUBMISSION — FEBRUARY 1, 2026**
 - Collecting Employee and Recruitment (E&R) files from state agencies
 - Beginning updates to the E&R workbooks in collaboration with state agencies
 - Ongoing monitoring and updates to the Affirmative Action Plan to ensure compliance and success
- **SCHAC ANNUAL ACCOUNTABILITY REPORT**
 - Receiving internal documentation and files from department managers
 - Beginning updates to the AAR workbooks using SCHAC data
 - Continuously tracking and updating the AAR process to ensure timely completion



Deputy Commissioner Leslie then discussed the trainings that we provide through Alphaia Dunbar and the trainings she has conducted for June & July 2025:

Employment Law Trainings



Email: training@schac.sc.gov

Training topics	Duration
Equal Employment Opportunity (EEO) is the Law This training is designed to help employers and employees better understand employment laws and regulations regarding the fair treatment of employees.	3.0 hours
Preventing Harassment in the Workplace (includes Sexual Harassment Prevention) This training is designed to increase participants' awareness of state and federal statutory provisions concerning sexual harassment and to help identify examples of conduct that would constitute unlawful sexual harassment.	2.0 hours
Employment Rights & Workplace Accommodations An overview of state and federal protections for pregnant and nursing employees . <ul style="list-style-type: none"> • SC Pregnancy Accommodations Act • SC Lactation Support Act • Pregnant Workers Fairness Act (PWFA) • PUMP Act 	1.0 hour
For more information or to request a training or presentation: Email: training@schac.sc.gov Call: (803) 737-7800 or (800) 521-0725 711 (TTI)	



Email: training@schac.sc.gov

**Training Conducted:
June - July 2025**

- **EEO Demo Virtual Training – June 1st**
 - Review Employment and Recruitment Workbook
- **SC Department of Public Safety – June 5th**
 - EEO is the Law
- **Will Lou Gray – June 10th**
 - Preventing Harassment In The Workplace
- **EEO Officer Training Annual Training – June 26th**
 - Fundamentals of an Affirmative Action Plan
- **Colleton River Club – July 23**
 - EEO is the Law



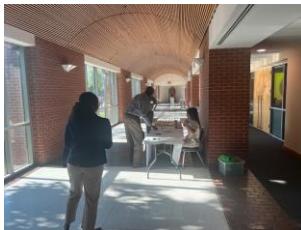
EEO Officer Training



Event:

The Technical Services and Training (TS&T) Team successfully conducted the EEO Officer Training on June 26th at the State Archives for State Agency EEO Officers.

During the training, Betsy Rader, Director of the Charlotte District EEO Office, addressed attendees and provided valuable insights. Additionally, Eyerusalem Haile, SLTP Coordinator at the Charlotte District Office of the EEOC, delivered targeted training to support agency efforts.



EEO Officers representing over 70 state agencies participated in the session, where they gained a better understanding of the relationship between the EEOC and SCHAC and received guidance from TS&T on the core components of an Affirmative Action Plan.

All trainers did an outstanding job. A special thank you to Brianna, Alpha, and Carissa for their hard work and commitment to making this training a success. Your efforts were instrumental in delivering a valuable and engaging program for our State Agency EEO Officers.

ii. **Community Relations & Outreach**

For this Division, Deputy Commissioner Leslie discussed the upcoming events for the team.



CRD Community Events



May- July 2025

Date	Time	Event	Address	POC
May 2, 2025	12-130pm	Columbia AC Luncheon Meeting	Palmetto Room, 1st Floor Willoughby Humphrey & D'Antoni Law Firm Building Downtown Columbia, SC 29201	Mr. Snipes
May 7-9, 2025	All Day	SC Community Development Association SCCDA 2025 Annual Meeting SC Community Development Association Annual Meeting MASC	Beach House Resort, Hilton Head Island	Mr. Layer Commissioner Amoniti
May 7, 2025	2-3pm	SCEDA New Member and Firsttime Attendee Orientation Call For upcoming SCEDA Annual Conference (May 14-16)	Virtual	Ms. Lindley
May 10, 2025	8:45-11am	Accessibility Day at the South Carolina State Museum	South Carolina State Museum	Mr. Swinton
May 14-16, 2025	All Day	SCEDA Annual Conference Annual Conference- SC Economic Developers' Association	Marriott Myrtle Beach Grande Dunes	Ms. Lindley
June 12, 2025	12-1:30pm	SC Chamber of Commerce Diversity Committee	SC Chamber of Commerce Office Columbia	Mr. Layer Ms. Lindley
June 18, 2025	11-2pm	2025 Greater Columbia Annual Luncheon and Awards Presentation (with Assistance from EEO and Intake)	Columbia Metropolitan Convention Center	Robert Snipes Mr. Swinton Ms. Lindley Mr. Layer
Jun 21, 2025	9am-3pm	Juneteenth Freedom Festival (with assistance from Intake and Housing)	Columbia, SC	Mr. Snipes rsnipes@schac.sc.scgov
June 26, 2025	830-330pm	SC EEO Officer Training	Archive and History Columbia, SC	Ms. Hargrove rhargrove@schac.sc.gov



CRD Community Events



30-60 Days Out from August 1, 2025

Date	Time	Event	Address	POC
August 4-7	All Day	SC Association of Counties annual conference	Isle of Palms	Mr. Layer
August 9	830-11am	Accessibility Morning at the SC State Museum	The SC State Museum	Mr. Swinton
August 14	6-8pm	Rock Hill CRC Meeting	Neighborhood Services building at 150 Johnston St	Mr. Snipes
August 20	5-7pm	SC Chamber of Commerce: Washington Night	Pastides Alumni Center, Columbia	Mr. Leslie Mr. McLeod Commissioner Hall
August 26	3-430pm	SCHAC Guided Tour of the Anne Frank's Center at the University of SC Columbia	1731 College St, Columbia, SC 29201	Mr. Snipes
August 28	2:30-5:00pm	SCEDA Meeting	USC Alumni Center	Mr. Snipes Mr. Leslie Ms. Lindley Mr. Layer Ms. Dukes
September 17	8:30-4:00pm	SC Chamber of Commerce: Workforce Development Symposium	Columbia Metropolitan Convention Center	Mr. Leslie
September 20	11-6pm	2025 Jubilee: Festival of Black History and Culture	Mann-Simons Site 1403 Richland Street Columbia, SC 29201	Mr. Layer
September 24-26	All Day	2025 SC SHRM STATE CONFERENCE	Marriott Grande Dunes in Myrtle Beach	Mr. Layer Commissioner Caldwell
October 9-10	All Day	SCEDA Mid-Year Meeting	Spartanburg Marriott 299 North Church Street, Spartanburg SC	Mr. Leslie Commissioner Hall

The below slide shows the tracking of the agency’s 90E cases:



90E SFY 2025

90E Cases Received	35
Cases Entered Mediation 30% rate entered mediation	11 cases entered mediation
Cases Ranking by Protected Cases	1. Race 2. Disability 3. Race and Disability
Cases Ranking by County	1. Richland 2. Horry 3. Charleston
90E Cases Received in SFY 2024	22

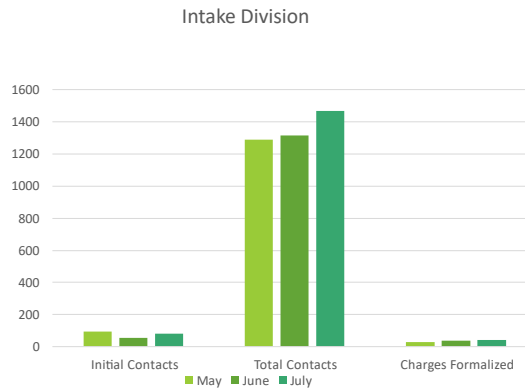
iii. Intake Processing

Deputy Commissioner Leslie also presented on the Intake Division as follows:



May – July 2025

Initial Contacts :	
May	42
June	71
July	58
Total Contacts :	
May	1402
June	1225
July	1436
Charges Formalized:	
May	24
June	33
July	33



This concluded the report on the Consultative Services Division.

C. Compliance Programs

i. EEO Enforcement

Director Whitmire discussed her division.

- EEO Enforcement Director
- 4 - EEO Enforcement Supervisors

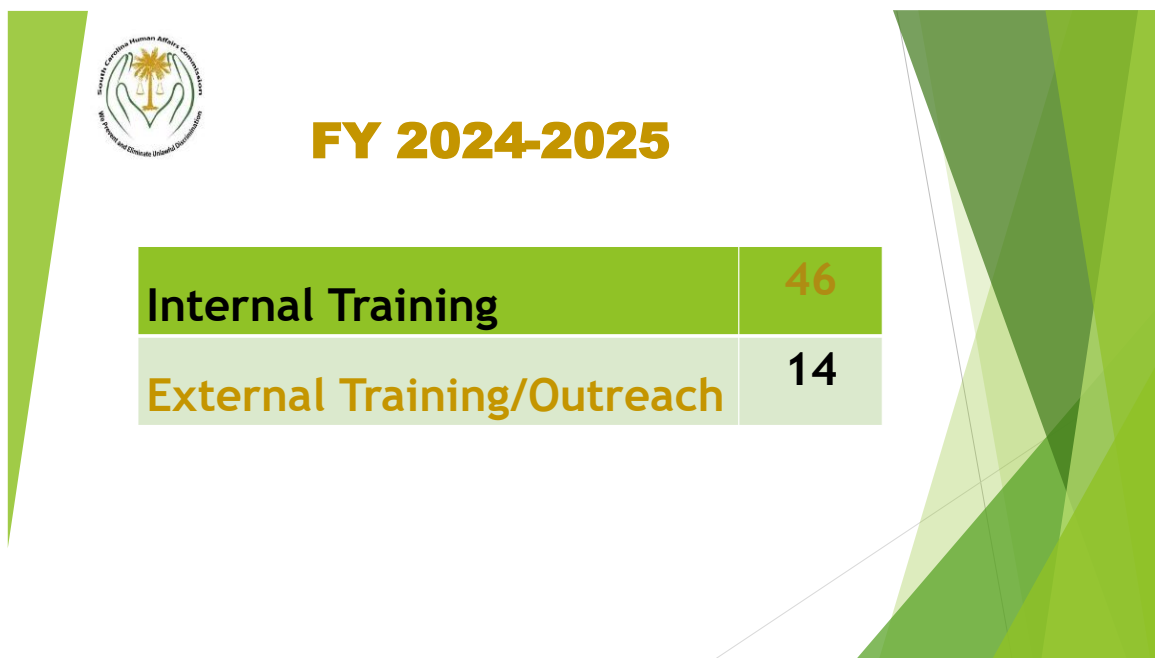
- 1- EEO Administrative Coordinator (Supervisor)
- 1 – EEO Administrative Assistant
- 15 - Investigators
 - ❖ 2 Experienced Investigators (5+ years)
 - ❖ 3 Intermediate Investigators (1-3 years)
 - ❖ 10 New Investigators (8 months and less)

Director Whitmire reiterated the EEOC contract timeframe runs from October 1 to September 30. The division is contracted to close 530 cases. 65 cases per month is what is required as of present date.

This concluded Director Whitmire’s report.

ii. Fair Housing Enforcement

Director Thomas wasn’t able to make the meeting so Interim Commissioner Caldwell gave her report overview of FY 2024-2025 for the Fair Housing Division:





FY 2024-2025

Inquiries Received	905
Complaints Processed	557
Contacts	422



FY 2024-2025

Cases Closed/Bases Breakdown

Cases Closed - 102

- Investigations - 91
- Conciliations - 11

Bases	Cases
Race	11
Sex	7
Familial Status	6
Religion	2
National Origin	5
Multiple Bases	11
Color	0
Disability	55
Retaliation	5

Here is the staff the Fair Housing Division is comprised of:



10-Member Team
Division Director
Deborah Thomas

1- Program Assistant
Mathilda Peguese

3- Intake Investigators
Tamiko Johnson
Tatianna McDaniel
Elizabeth Perkins

3- Sr. Investigators
Gregg Hinson
Sr. Consultant
Donald Frierson
Bilingual Investigator
Carlos Diaz

2- Jr. Investigators
Lauren Halloran
Keisha Armstrong-Lewis

That concluded the Fair Housing report.

IX. PUBLIC COMMENT PERIOD

There were no public comments at this time.

X. BOARD MEMBER COMMENTS

The Board thanked the staff for their diligence and continued hard work.

General Session adjourned at 11:15am and a break was taken until 11:21am.

XI. EXECUTIVE SESSION

Charmain Hall called for a motion to be made to enter Executive Session. Commissioner Palmer made a motion to enter Executive Session. Vice Chair Sellers second. Executive Session began at 11:22am.

Chairman Hall called for a motion to exit Executive Session. Vice Chair Sellers made the motion to exit, and Commissioner Amonitti second. After unanimous consent, Executive Session ended at 12:00pm.

Chairman Hall made a motion to re-enter the General Session. Commissioner Palmer made the motion, and Commissioner Amonitti seconded at 12:01pm.

XII. NEXT BOARD MEETING

The next Board meeting is scheduled for 10:00am on November 20, 2025 location TBD.

XIII. ADJOURNMENT

There was no other business for the good of the body to be discussed. Chairman Hall called for a motion to adjourn for the day. Chairman Hall called for a motion to adjourn for the day. Commissioner Palmer made the motion to adjourn and Vice Chair Sellers second.

After unanimous consent, the meeting was concluded at 12:02pm.

Minutes respectfully submitted by Janeen D. Sanders, SCHAC Executive Assistant.

Marvin Caldwell, Jr., Interim Commissioner

Steve Hall, Chairman

Date