

## DATES TO REMEMBER

February 2-4, 2023  
SC Clerks to Council  
Association Winter  
Conference

February 22, 2023  
SCAC Legislative  
Action Day

February 23, 2023  
Institute of  
Government Classes

March 4 & 5, 2023  
KTQs due for classes  
taken at Winter  
Conference

March 25, 2023  
KTQs due for classes  
taken at Institute of  
Government

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## 2023 Winter Conference

South Carolina Clerks to Council Association Executive Committee has been hard at work preparing to welcome you to the 2023 Annual Conference at Kingston Plantation in Myrtle Beach. Thanks to the assistance of the Riley Center for Livable Communities, we have a great line up of instructors and speakers who will inspire us to be the best we can be in both our professional and private lives.

"I can't wait to welcome our Sister Clerks to the conference," said SC Clerks to Council Association President Connie Portee, "I hope this time of learning and fellowship is rewarding for everyone."

“NEVER STOP  
LEARNING,  
BECAUSE LIFE  
NEVER STOPS  
TEACHING”

Whether you are a brand new clerk who is attending her first conference, a seasoned clerk for whom retirement may be in the near future, or anyone in between, come to this conference with enthusiasm and a growth mindset. Take the opportunity to develop new skills and build a network of people you can rely on to help out when you have a question, need to do research for your county, or simply want advice.



*Happy Anniversary!*

Happy Work Anniversary to our Sister Clerks who were appointed in January, February, or March!

- ◆ JaNet Bishop (Darlington, 1989)
- ◆ Sarah Brock (Beaufort, 2019)
- ◆ Aretha Eubanks (Edgefield, 2022)
- ◆ Donna Green (Lancaster, 2022)
- ◆ Brittany Shumpert (Lexington, 2020)
- ◆ Sherrie Simpson (Lancaster, 2017)

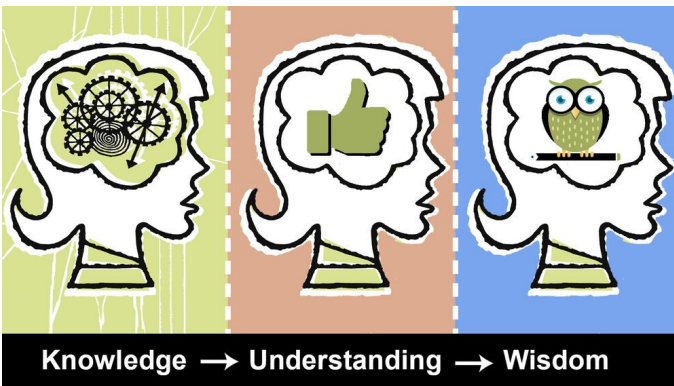
If you were appointed in one of these months and are not on this list, please update your information on the membership list at the conference.

## What is Professional Development?

Professional development is one of the best ways you can invest in yourself and your organization can invest in you. Professional development does not happen only through attending conferences or taking classes. According to Dr. Shonna Waters in the [betterup.com](http://betterup.com) blog, "The definition of professional development is the act of doing any activity you can to get better at your job, outside of your normal day-to-day tasks."

Some benefits of professional development are:

1. Expanded Knowledge Base
2. Renewed Excitement in Job
3. Building a Network/  
Learning Community
4. Building Confidence and  
Credibility
5. Learning Transferrable  
Skills



The purpose of the KTQ is to provide clerks an opportunity to reflect on their learning and apply what they have learned to their work setting. The committee looks at each KTQ individually and looks for details in the responses to ensure that the clerk has a clear understanding of the class. We want to see each Clerk excel in their duties as Clerk to Council and encourage growth that they can apply throughout their career.

*Crystal Barnes, SCCCA Vice President  
and Certification Committee Chair*

## What is this KTQ You Speak Of?

In SCCCA-speak, a KTQ is a Knowledge Transfer Questionnaire. Submitting a KTQ for each class in the curriculum is the only way to become a Certified Clerk to Council. The purpose of the KTQ is for clerks to show what they have learned and to determine if the course material was understood. KTQs are due to the Certification Committee Chair within thirty (30) days of completion of a course.

The South Carolina Certification Program for County Clerks to Council was designed to establish minimum standards and professional goals for County Clerks. Certification can be attained by completing 36 hours of the County Clerks to Council Training Program, which consists of a basic overview of job duties and functions required of clerks. The program follows a curriculum designed and presented by recognized experts, and offers clerks the opportunity to explore new methods and technologies while learning from the experiences of others across the state.

# South Carolina Clerks to Council Winter Conference Schedule

## Thursday, February 2, 2023

1:45 – 2:00pm – Certification Orientation, Lands End

2:00 – 5:00pm – Intergovernmental Relations, Lands End

### Session 1: Intergovernmental Relations

Effective intergovernmental relations are essential if local governments are to adequately address the needs of their communities. This course will explore the intergovernmental relations between local governments and the federal government, the state, and special purpose districts; the need for building effective intergovernmental relationships; and strategies for building such relationships. Examples of effective intergovernmental relations in South Carolina will be shared.

**Instructor: Anna Berger, South Carolina Association of Counties**

6:00-7:30pm Dinner, Bally Moneen

### Southern Comfort Buffet

7:30-11:00pm Clerks to Council Social, Lands End

Get to know your Sister Clerks as we enjoy games, door prizes, and participate in the real reason everyone loves coming to this conference... the **Pocketbook Exchange!** Don't forget to bring a wrapped purse valued at around \$25 to exchange "white elephant" style. Who will be the biggest diva? Who will get their dream purse stolen?

## Friday, February 3, 2023

9:00am – 12:00pm – Ethics and Public Service, Lands End

### Session 2: Ethics and Public Service

County Clerks play a critical role in demonstrating and encouraging the highest degree of ethical conduct. This workshop will review the ethical environment in which public employees and officials must function, the standards which they are expected to meet, and the critical role of an ethical organizational culture.

**Instructor: The Honorable Spencer Wetmore, Wetmore Law Firm , SC House of Representatives District 115**

12:00-1:00pm—Lunch sponsored by Parker Poe Attorneys & Counselors at Law, Bally Moneen

### Chef's fresh pasta and Caesar salad

1:00 – 4:00pm – Elective: Holistic Well-Being in the Workplace, Lands End

### Session 3: Holistic Well-Being in the Workplace

This session will demonstrate the need for a comprehensive well-being program and distinguish employee wellness programs from programs that advance employee well-being. The session will provide knowledge necessary to shape daily well-being practices, enhance work-life balance, and ultimately lead to an improved quality of life.

**Instructor: Kimberly Roberts, Fairfield County**

## Saturday, February 4, 2023

9:00—10:00am — Business Meeting, Lands End

10:05-10:30am—MatchBoard Presentation, Lands End

**Please drop off items for door prizes and small giveaway items (promotional items for your county) to stuff goodie bags in Lands End on Thursday afternoon.**

## Getting to Know Aretha Eubanks - Edgefield County



**What are 3 words that best describe you?**

Friendly, encouraging, and hopeful best describe me.

**Tell us about your family.** I am a happily married mother of four adult children. My husband, Jameal, and I have been married for 25 years. We have family movie night every Friday night in pajamas.

**What do you like best about being Clerk to Council?** Serving my Council, county employees and citizens. I enjoy listening to them all.

**What do you find most challenging about your job?** It has been a challenge to learn all the legal aspects of being Clerk to Council.

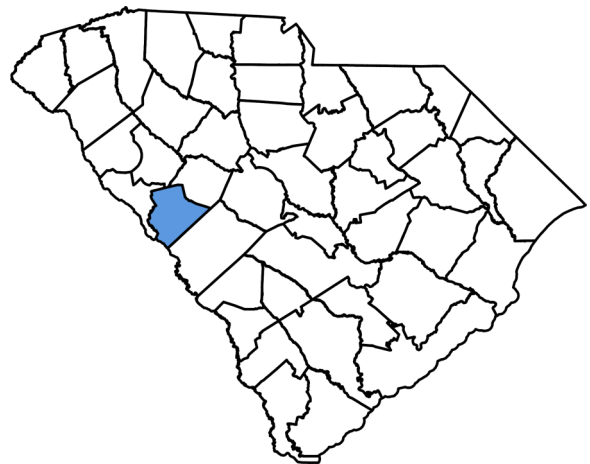
**What advice would you give a newly appointed Clerk?** Get to know the sister Clerks in the state. They are the support that you never knew you had.

**What is your personal motto or mantra?** God gave me permission to rewrite my story.

**How do you define success?** My success is in my family and whom God has put me before to serve.

**What do you do for fun?** I love to read books, fishing, hunting, spend time with family and sit by a body of water to relax.

**If you had a chance to pick your last meal, what would it be?** A thick piece of bologna with the red liner cut off between two pieces of wonder bread with miracle whip, salt, and pepper with a cinnamon roll that has the yellow binding to hold it in place on the side. A cold Dr. Pepper to drink.



## Getting to Know Brittany Shumpert - Lexington County



**What are 3 words that best describe you?** Trustworthy, Diligent, and Caring

**Tell us about your family.** My husband, David and I have been happily married for 14 years and we have one son, Carter, who just turned 9 earlier this month. We are co-owners of D&B Farm and enjoy living in the rural area of Lexington County.

**Do you have pets? If so, tell us about them.** We have a lot of animals. We have three dogs: Duke our big teddy bear who is a Great Dane; Zoey our boujee French bulldog; and our sweet Bailey-Blue who is a blue-heeler. We also have a pasture full of cattle (that my husband will not let me name), and we have on average about 250,000 chickens on our farm at any given time.

**What do you like best about being Clerk to Council?** I truly enjoy what I do. I enjoy serving others and in this role I get to do just that. I get the opportunity every day to be a part of a larger initiative striving to improve the quality of life by making a positive difference to those we serve.

**What do you find most challenging about your job?** I would have to say that the change in council leadership (chair and vice chair) can be challenging. Every person is not the same and therefore it can be a challenge navigating the different leadership styles and personalities. Especially if you have not worked under this new leadership before.

**What advice would you give a newly appointed Clerk?** To remember that members of council (and any other elected body) will continuously change and although those relationships are very important it is those who work next to you on a daily basis, day after day and year after year that are most important. If your relationship(s) are considered a partnership that is built on trust and mutual respect for one another then everything else will fall into place just as they should.

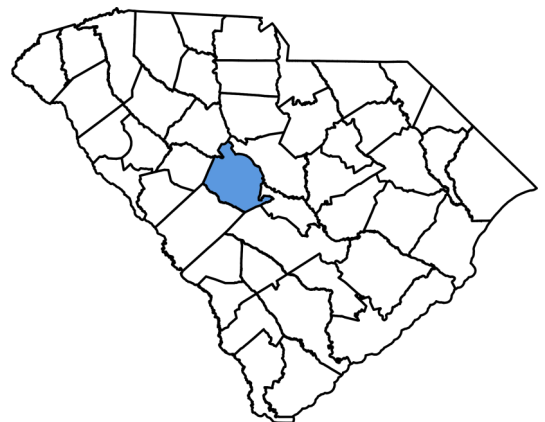
**What is your personal motto or mantra?** “But Jesus beheld them, and said unto them, with men this is impossible; but with God all things are possible.” – Matthew 19:26

**How do you define success?** To me, true success is about believing, loving, and obeying God. It is focusing on that which is eternal rather than on that which is temporary. It is being transformed by the work of God in our lives, minds, and hearts.

**What do you do for fun?** I enjoy being with my family, reading by myself very early in the morning with a good cup of coffee, watching a family movie together on the couch, shopping for Lilly, baking cookies and anytime I can be together with my church family.

**If you had a chance to pick your last meal, what would it be?**

I would ask my husband to make me my most favorite meal cooked by him: fried cubed pork chops, white rice with tomato gravy, fried okra, and a glass of sweet tea with crushed ice. I would top it off with a slice (or two) of my mother-in-laws strawberry pie!





**SOUTH CAROLINA CLERKS TO COUNCIL  
ASSOCIATION EXECUTIVE COMMITTEE**

President Connie Portee  
Vice President Crystal Barnes  
Treasurer Kristen Wurster  
Secretary Kristen Salisbury  
Member-At-Large Kimberly Williams Roberts  
Immediate Past President Lynn Sopolosky

**Happy Birthday!**

Happy birthday to our Sister Clerks  
born in January, February, and  
March!

We salute you and wish you the  
happiest year ahead!



You are  
**AWESOME**



**Thank You to our Partners**



**South Carolina  
Association of Counties**

#LocalLeaders  
#StatewideStrength



**COLLEGE of  
CHARLESTON**

THE RILEY CENTER FOR  
LIVABLE COMMUNITIES