

An Administrative Committee meeting of the James Island Public Service District (JIPSD) Commission was held at 6:00 p.m. on March 25, 2019, in the conference room of the JIPSD offices located at 1739 Signal Point Road, James Island, South Carolina.

Present at the meeting were the following members: Eugene Platt, Chair, who presided; Marilyn Clifford, Meredith Poston (arrived at 6:43 p.m.) and Alan Laughlin, ex-officio

Also present were: Commissioner Inez BrownCrouch; Commissioner Sandi Engelman; Commissioner Kathy Woolsey; Robert Wise, Administrator; Tamara White, Administrative Coordinator; James Game, Interim CFO; Lisa Kluczinsky, Director of Human Resources; David Hoffman, Director of Wastewater Services; Chris Seabolt, Fire Chief; Steve Aden, Director of Fleet Services; Walter Desmond, Director of Solid Waste Services; Shawn Engelman, Deputy Chief of Administration and JIPSD Safety; David Major, Facilities Maintenance Specialist; Richard Rodgers, Battalion Chief; Jeff Cohen, Assistant Director of Wastewater Services; and Officer Alan Ali, Charleston County Sheriff's Office.

Mr. Platt called the meeting to order.

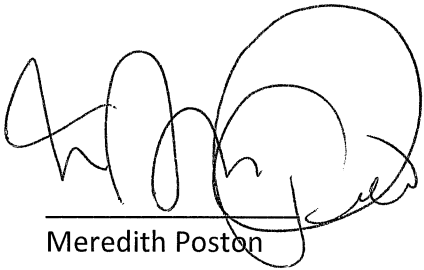
Ms. Clifford led the invocation, followed by the pledge to the flag of the United States of America. A moment of silence was held for Mr. Tony Woodall.

1. The Freedom of Information Act Report – In compliance with the Freedom of Information Act, notice of this meeting and its agenda were provided to all news media and persons requesting notification.
2. The roll was called.
3. Review of the Proposals for General Attorney
 - A. Mr. Wise stated the process was handled properly and there are copies of the documents available for the full Commission.
 - B. Mr. Platt disclosed that he and Attorney John Anderson were former members of the same church.
 - C. The Committee discussed some of the qualifications of the law firms reviewed.
 - D. **Mr. Platt moved to propose Anderson, Reynolds and Stevens, LLC to the full Commission. Mr. Laughlin seconded the motion. A roll call vote was taken, and the motion carried 2 to 1 as follows:**

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| Ms. Clifford | Nay |
| Mr. Laughlin | Aye |
| Mr. Platt | Aye |
| Ms. Poston | Absent |

Anderson, Reynolds and Stevens, LLC will be invited to meet with the full Commission.

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4. Initiating the Search for a New JIPSD Administrator (District Manager)
- A. The Committee discussed methods on finding a new JIPSD Administrator.
- B. **Mr. Laughlin moved to recommend to the full Commission to initiate a search for the JIPSD Administrator. Ms. Clifford seconded the motion. A roll call vote was taken, and the motion carried unanimously.**
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| Ms. Clifford | Aye |
| Mr. Laughlin | Aye |
| Mr. Platt | Aye |
| Ms. Poston | Absent |
5. Resolution No. 19-01 To Promote Accountability to Constituents
- A. The Committee discussed the rescheduling of the Regular Commission meetings in the event of holiday closures.
- B. **Mr. Platt moved to recommend Resolution No. 19-01 to the full Commission. Ms. Clifford seconded the motion. A roll call vote was taken, and the motion carried unanimously.**
6. **Mr. Platt moved to adjourn the meeting. Ms. Clifford seconded the motion. A roll call vote was taken, and the motion carried unanimously.**
7. Mr. Platt adjourned the meeting at 6:53 p.m.



Meredith Poston
Secretary
MP/TW