

A governance survey workshop of the James Island Public Service District (JIPSD) Commission was held at 4:00 p.m. on August 13, 2018, 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: Sandi Engelman, Chair, who presided; Donald Hollingsworth, Bill Cubby Wilder, Inez BrownCrouch, Kay Kernodle and Kathy Woolsey.


Absent from the meeting was the following member: Eugene Platt (out of town).

Also present were: Robert Wise, Administrator; David McNair, Consultant, The McNair Group, LLC; Tamara White, Administrative Coordinator; David Major, Facilities Maintenance Specialist and Officer Alan Ali, Charleston County Sheriff's Office.

Ms. Engelman called the meeting to order.

Ms. Kernodle led the invocation and moment of silence, followed by the pledge to the flag of the United States of America.

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. Commission Governance Survey – David McNair, Consultant, The McNair Group, LLC
 - A. The Commission
 - B. Executive Session
 - C. Mr. Hollingsworth moved to enter into executive session in accordance with § 30-4-70 (a) and (b), Code of Laws of South Carolina, as amended, (1) Discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body. Ms. Kernodle seconded the motion. A roll call vote was taken. The motion carried 5 to 1 with a nay vote from Ms. Woolsey.
 - D. The Commission entered into executive session at 4:08 p.m.
 - E. The Commission returned to regular session at 6:03 p.m. There was no decision made or action taken in executive session (workshop summary attached).
4. Ms. Engelman adjourned the meeting at 6:04 p.m.


Bill Cubby Wilder
Secretary
BCW/TW

Governance Survey Workshop Summary – August 13, 2018

David McNair, President of the *The McNair Group, LLC.*, joined the JIPSD Commissioners on August 13th to present results of the 2018 Commission Governance Survey. The Commission Chair requested Executive Session in that Mr. McNair stated that the survey contained rating questions and verbatim responses regarding specific positions within JIPSD such as the Commission Chair, Committee Chairs, as well as the JIPSD Administrator.

The purpose of the survey is to assist the Commission in identifying areas of effectiveness, as well as areas that may need improvement to ensure that they are maximizing the governance and fiduciary roles on behalf of the JIPSD.

SUMMARY OF DISCUSSION

The top strengths in rank order of the Commission are:

- A strong commitment to the JIPSD
- Understanding of Commission roles and expectations
- Belief that JIPSD is fulfilling its Mission well
- Commission Chair ensures that each member has an opportunity to be heard

Areas identified and discussed for continued improvement:

- Demonstrating respect for others views that may differ
- Developing more effective Commission Communications
- More adherence to Rules of Procedure for more effective and efficient discussion and decision-making
- Commission Members support of the Chair

A number of communication tips and tools were discussed and encouraged for adoption. Also discussed were a variety of refresher trainings to more fully understand the Rules of Procedure, as well as a continued focus on more strategic and less operational agenda items. The Commission Chair thanked all for their candor and commitment, while also expressing support for the Administrator and for the JIPSD associates' hard work and dedication.

No decisions or votes were taken in Executive Session.