

An Administrative Committee meeting of the James Island Public Service District (JIPSD) Commission was held at 10:00 a.m. on August 26, 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 and Alan Laughlin, ex-officio.

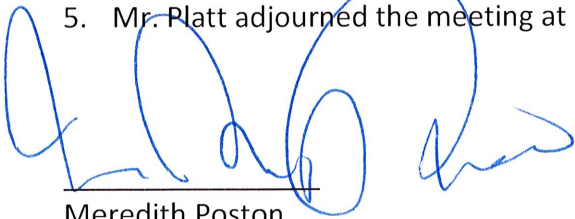
Absent from the meeting was the following Commissioner: Meredith Poston (ill).

Also present were: Commissioner Kathy Woolsey; Robert Wise, Administrator; Tamara White, Administrative Coordinator; Lisa Klucinsky, Human Resource Director and David Major, Facilities Maintenance Specialist.

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.

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. View the process of registering and opening any received sealed District Administrator position application(s).
  - A. Mr. Platt received and opened the applications for review by the Committee. Discussion followed.
  - B. Mr. Platt opened the floor for comments. Ms. Clifford asked for proof of the employment ads placed in the newspaper. Mr. Platt promised to make a good faith effort to schedule all other meetings in the evening.
  - C. Ms. Clifford stated that they are awaiting additional applications. Ms. Klucinsky was directed to research executive search firms for the Committee.
4. **Ms. Clifford moved to adjourn the meeting, seconded by Mr. Laughlin. A roll call vote was taken, and the motion carried unanimously.**
5. Mr. Platt adjourned the meeting at 10:45 a.m.



Meredith Poston  
Secretary  
MP/TW