

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 6:37 p.m. on November 22, 2021, at James Island Town Hall located at 1122 Dills Bluff Road, James Island, South Carolina.

Present at the meeting were the following members: Marilyn Clifford, Chair, who presided; Inez BrownCrouch, Kathy Woolsey, Meredith Poston (via telephone conference), Brenda Grant, and Susan Milliken.

Absent from the meeting was the following Commissioner: Alan Laughlin (ill).

Also present were: Chip Bruorton, District Attorney; Dave Schaeffer, District Manager; Tamara White, Administrative Services Manager; Chris Seabolt, Fire Chief; Tom Glick, Deputy Fire Chief; Shawn Engelman, Deputy Fire Chief for Administration & JIPSD Safety; Lisa Kluczinsky, Director of Human Resources; Joanne Tucker, Revenue Collections Manager; Stephanie Boatwright, Administrative Assistant II; and Officer Owens, Charleston County Sheriff's Office.

Ms. Clifford called the meeting to order.

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. Oral and Written Petitions – none
4. Consent Agenda
  - A. **Ms. Clifford moved to approve the consent agenda, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried unanimously.**
5. Ordinance Repealing 2019-003 Commission Rules of Procedure – 2<sup>nd</sup> and Final Reading
  - A. **Ms. BrownCrouch moved to approve the Ordinance Repealing 2019-003 Commission Rules of Procedure, second by Ms. Woolsey. A roll call vote was taken, and the motion carried 5 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Grant	Aye	
Ms. Milliken		Nay
Ms. Poston	Aye	
Ms. Woolsey	Aye	

## 6. Resolution Amending and Restating the Bylaws of the Commission

- A. **Ms. Woolsey moved to approve the Resolution Amending and Restating the Bylaws of the Commission, second by Ms. Clifford. A roll call vote was taken, and the motion carried 5 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Grant	Aye	
Ms. Milliken		Nay
Ms. Poston	Aye	
Ms. Woolsey	Aye	

## 7. Resolution to Redeploy FY22 Budget Resources into the District Staff

- A. Mr. Schaeffer stated that the strategy to redeploy the FY22 resources back into the District's staff is a positive step to re-recruit the District employees by increasing the base wages.

- B. **Ms. Woolsey moved to approve the District's 2022 Holiday Schedule, second by Ms. BrownCrouch. A roll call vote was taken, and the motion carried 4 to 2 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Grant		Nay
Ms. Milliken		Nay
Ms. Poston	Aye	
Ms. Woolsey	Aye	

## 8. October District Management Report

- A. Mr. Schaeffer reported:

- Since the last Regular Commission Meeting an under-emergency authorization, the FDA approved the Pfizer vaccine for children ages 5-11. DHEC's seven key statewide indicators have all shown a downward trend over the last 30 days. On November 17, 2021, OSHA announced on their website that they suspended activities related to the implementation and enforcement of the Emergency Temporary Standard associated with vaccine mandates for employers with over 100 employees. The vaccine mandate requirements for employers with over 100 employees will be decided in the courts. More information will come by the next regular meeting on Monday, December 13, 2021.
- Last month I focused on the state of affairs with the revenues so this month I wanted to go into more in-depth with the expenditures. The monthly revenue and expenditure reports for the year-to-date budget versus actual are reported with the financial information that is four months into FY22, so the District is reporting to the Commission now one-third of the way thru the year into FY22.

## 9. Committee and JIPSD Representative Reports

- A. Ms. BrownCrouch stated that the Administrative Committee met and discussed the District Manager's evaluation. An email was sent out to all Commissioners.

## 10. Correspondence and/or Newspaper Articles – none

## 11. Oral and Written Petitions – none

12. Executive Session - none
13. **Ms. Clifford moved to adjourn the meeting, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
14. Ms. Clifford adjourned the meeting at 7:06 p.m.



Kathy Woolsey  
Secretary  
KW/SB