

A Fire & Emergency Prep Committee meeting of the James Island Public Service District (JIPSD) Commission was held at 7:00 p.m. on April 17, 2023, at James Island Fire Station #2 located at 853 Harborview Road, James Island, South Carolina.

Present at the meeting were the following members: Inez BrownCrouch, Chair, who presided; Paul Cantrell, Marilyn Clifford, and Kathy Woolsey, ex-officio.

Also present were: Susan Milliken, Commissioner; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Tamara White, Assistant District Manager; Joanne Tucker, Administration Manager; Tom Glick, Fire Chief; Brad Smiley, Deputy Fire Chief; Shawn Engelman, Deputy Fire Chief for Administration & JIPSD Safety; David Major, Facilities Maintenance Specialist and Officer Grossi, Charleston County Sheriff's Office.

Ms. BrownCrouch 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. Fire Station Tours and Fire Department Operational Assessments – Thomas B. Glick II, Fire Chief
 - A. Attendees were invited to tour the fire station.
4. 2022 “Fire Safe South Carolina” Community Designation
 - A. Chief Engelman announced that they were very proud to receive the designation again. 132 fire departments across the state actively participated in developing community risk reduction (CRR) plans for their jurisdictions in 2022. To earn the “Fire Safe South Carolina” designation, fire departments completed courses to improve data quality, trained community partners to deliver in-home safety visits, and further developed their skills through online National Fire Academy courses in risk reduction and assessment.
5. Modifications for Fire Communications during JIPSD Commission Meetings
 - A. Chief Glick explained that for many years, the fire department attends the public meetings for the constituents and Commission; however, lately there has been issues. Moving forward, Chief Glick stated that he discussed with the District Manager that if a call comes through on the radios during a meeting, instead of asking them to leave the room, the Commission will cease talking and allow the fire department to listen to the radio call (as they are still in service) and proceed with the meeting once the radio communications is completed. **Ms. Clifford moved to bring before the full Commission on April 24, 2023, the aforementioned recommendation, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion carried unanimously.**

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6. Staff Recommendation: Place on the Agenda for the Regular Meeting 24 April 2023 for the Full Commission to Consider the Professional Services Contract to Onboard a Construction Manager at Risk
 - A. Mr. Schaeffer reported that the District received responses from JDavis Construction and Ajax Building Company and is currently in negotiations to select a company. **Ms. Clifford moved to recommend to the full Commission on April 24, 2023, to consider a professional services contract for a Construction Manager at Risk, seconded by Mr. Cantrell. A roll call vote was taken and the motion carried unanimously.**
 7. Staff Recommendation: Place on the Agenda for the Regular Meeting 24 April 2023 for the Full Commission to Consider the Resolution to Petition County Council the Incurrence of General Obligation Debt in an Amount Not Exceeding \$6,500,000 associated with the Fire Station #2 Project
 - A. **Ms. BrownCrouch moved to recommend to the full Commission on April 24, 2023, to consider the Resolution to petition County Council the incurrence of General Obligation debt in an amount not exceeding \$6,500,000 associated with the Fire Station #2 Project, seconded by Ms. Clifford. A roll call vote was taken and the motion carried unanimously.**
 8. Ms. BrownCrouch adjourned the meeting at 7:13 p.m.



Inez BrownCrouch
Chair
IBC/TW