

TOWN OF HILTON HEAD ISLAND
PUBLIC SAFETY COMMITTEE REGULAR MEETING

Date: January 7, 2013

Time: 10:00 a.m.

Members Present: Marc A. Grant, *Chairman*; John J. McCann, *Council Member*; Lee Edwards, *Council Member and Alternate for Committee*

Members Absent: Bill Harkins, *Council Member*

Town Staff Present: Greg DeLoach, *Assistant Town Manager*; Lavarn Lucas, *Fire Chief*; Randy Lindstrom, *Administrative Battalion Chief*; and Victoria Pfannenschmidt, *Executive Assistant*

Others Present: Kim Likins, *Council Member*; and Jocelyn Metzger Staigar, *Hilton Head Area Association of Realtors*

Media Present: Brian Heffernan, *Island Packet*

1. Call to Order

2. Freedom of Information Act Compliance

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes

Since the newly appointed Committee contains only one member from the Committee present at the November 5, 2012 meeting, the minutes could not be approved.

4. Unfinished Business

None.

5. New Business

a. Presentation of 2013 Fire & Rescue Strategic Plan

Lavarn Lucas, Fire Chief, presented a short PowerPoint presentation to the Committee to introduce and provide background for the 2013 Fire & Rescue Strategic Plan. Chief Lucas reviewed the management tool purpose of the Strategic Plan, the expectation of 5-year updates, the reason for the change of name from "Master Plan" to "Strategic Plan," and the reasons for delay in updating in 2004 Master Plan. Noting that 57 Recommendations were generated in the 2004 Master Plan, Chief Lucas detailed the process of developing these Recommendations and cited the numbers of those disposed through completion, withdrawal, delay, and those still in progress. He outlined the steps taken to develop the 2013 Strategic Plan, which will replace the

2004 Master Plan, and the more comprehensive supporting documentation referenced to justify each Recommendation and the types of Recommendations resulting from numerous planning sessions. While the voluminous supporting documentation was not presented to the Committee, Chief Lucas indicated that upon request from the Committee, he will provide documentation supporting the Recommendations they want to review.

In response to Chairman Grant's question about whether cost was added in the Recommendation, Chief Lucas explained that cost is not usually included in the long-term Strategic Plan because that is subject to change, but the supporting memorandum likely includes costs. Because the plan is strategic in nature, he explained most Recommendations would not have a cost associated with it outside the Fire & Rescue normal budget. He related examples of issues that are obviously capital related and would require costs, which are estimated in the supporting documentation, and others that are included for long term discussion and implementation at some point in the future.

Chief Lucas explained that the 2013 Strategic Plan is much more strategic in nature. While not concentrating on capital improvements projects, although there are capital improvement project issues in it, he pointed out that the Plan reviews all matters of concern that Fire & Rescue need to address internally over the next 5 and 10 years. It includes reporting and updating requirements and adopts a time-line for implementation as required by the Commission on Fire Accreditation International. Chief Lucas indicated the layout of the Plan, beginning with Title Page, Introduction, Table of Contents and Overview, followed by Recommendations by Division that is the "meat" of the document. He further explained the content and purposes of each Appendix to the Plan, and suggested that the Committee's review of the Plan should start on Page 17 with the Recommendations.

Chief Lucas indicated this concluded his overview of the plan, and he expressed his willingness to discuss the individual Recommendations in detail at future meetings.

After discussion among the Committee members, Greg DeLoach, Assistant Town Manager, and Chief Lucas as to procedure to be followed by the Committee, it was agreed that Chief Lucas would group the Recommendations by Division. Each Recommendation would be presented at one of two special meetings of the Committee, which would be scheduled for later in the month after checking schedules for all Committee members, Chief Lucas, and his staff. Chief Lucas asked if questions could be presented to him prior to the meeting so that a proper response was prepared.

Chairman Grant asked for comments from the public, and Mary Amonetti asked for clarification of the term "staff vehicles" in the Plan, which Chief Lucas explained was used to describe Fire and Rescue vehicles.

Kim Likins, Council Member, asked to clarify an item brought to her attention when she was a member of the Public Safety Committee. In September, a discussion took place after the shooting that occurred on the Island, and she pointed out that the minutes indicated that she, Mr. Edwards and Mr. Harkins had all received numerous phone calls from individuals expressing concern about their safety "and the effectiveness of the career criminal program." She wanted to clarify that while she had received phone calls from individuals concerned about their safety, no one complained about the effectiveness of the career criminal program.

Adjournment

At 10:45 a.m. Mr. McCann moved to adjourn the meeting and Mr. Edwards seconded. The motion was approved by a vote of 3-0.

Respectfully submitted:

Lynn W. Buchman
Administrative Assistant

Approved by:

Marc A. Grant, Chairman