



Town of Hilton Head Island
**Community Services & Public Safety
Committee**

Monday, January 24, 2022 – 10:00 a.m.

MINUTES

Present from the Committee: Bill Harkins, *Chairman*; David Ames; Tom Lennox; Tamara Becker; Glenn Stanford, *Alternate*

Present from Town Council: Alex Brown

Present from Town Staff: Joshua Gruber, *Deputy Town Manager*; Shawn Colin, *Senior Advisor to the Town Manager*; Angie Stone, *Assistant Town Manager*; Brad Tadlock, *Fire Chief*; Jeff Buckalew, *Interim-Director of Infrastructure Services*; Chris Yates, *Interim-Director of Community Development*; Chris Blankenship, *Deputy Chief-Operations*; Joheida Fister, *Deputy Chief-Administration/Fire Marshal*; Aaron Black, *Facilities Manager*; Krista Wiedmeyer, *Town Clerk*; Karen Knox, *Senior Administrative Assistant*

1. Call to Order

Chairman Harkins called the meeting to order at 10:00 a.m.

- 2. FOIA Compliance** – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

Ms. Wiedmeyer confirmed compliance with FOIA.

3. Roll Call

Attendance was confirmed.

4. Approval of Agenda

Mr. Ames moved to approve. Ms. Becker seconded. The Agenda was unanimously approved.

5. Approval of Minutes

a. Regular Meeting – November 22, 2021

b. Special Meeting – January 13, 2022

Mr. Ames moved to approve both the Minutes of November 22, 2021, and January 13, 2022. Ms. Becker seconded. The Minutes were unanimously approved.

6. Appearance by Citizens

There were no requests from citizens to appear before the Committee.

7. New Business

- a) Fire Rescue presentation on the updated 2021 Hilton Head Island Fire Rescue Community Risk Assessment/Standards of Cover Document that was submitted to support the department's reaccreditation process from the Commission on Fire Accreditation International**

Chief Tadlock stated a Community Risk Assessment and Standards Cover is an essential element in the Center for Public Safety Excellence accreditation model. The development of the document involves the research and evaluation of the risks that can impact the community, along with an analysis of the department's current deployment model and response date to determine our effectiveness in mitigating those risks.

Hilton Head Island Fire Rescue is committed to the goal of continuous improvement. The information contained in the Community Risk Assessment/Standards of Cover documents: 2019 Strategic Plan and the 2021 Self-Assessment Manual serve as the guides to constantly challenge the department to establish high standards, evaluate our performance, adjust processes, and implement change that ensures continuous improvement is an outcome and becomes the department's culture.

At the conclusion of Chief Tadlock's presentation, he answered questions from the Committee. The Committee thanked Chief Tadlock for his very thorough presentation

Chief Tadlock thanked his staff as this was a team effort. It was a very comprehensive document to pull together.

8. Adjournment

By way of unanimous vote, the meeting was adjourned at 11:03 a.m.

Submitted by: Karen D. Knox, Secretary

Approved: February 28, 2022

The recording of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov