

TOWN OF HILTON HEAD ISLAND
PUBLIC SAFETY COMMITTEE REGULAR MEETING

Date: July 1, 2013

Time: 10:00 a.m.

Members Present: Marc A. Grant, *Chairman*; John J. McCann, *Council Member*

Members Absent: Bill Harkins, *Council Member*

Town Staff Present: Lavarn Lucas, *Fire Chief*; Brad Tadlock, *Deputy Fire Chief – Operations*; Ed Boring, *Deputy Fire Chief – Support Services*; Randy Lindstrom, *Administrative Battalion Chief*; Tom Dunn, *Emergency Management Coordinator*; and Lynn Buchman, *Administrative Assistant*

Others Present: Kim Likins, *Council Member*; Captain JoJo Woodward, *Beaufort County Sheriff's Office*; Kiera Morris, *Beaufort County Sheriff's Office*; Jocelyn Staigar, *Hilton Head Area Association of Realtors*; and Eleanor O'Key, *Lowcountry Inside Track*

Media Present: None

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

A motion to approve the minutes of the June 4, 2013 meeting of the Public Safety Committee was made by Mr. McCann and seconded by Mr. Grant. The motion was approved by a vote of 2-0.

4. Unfinished Business

None

5. New Business

a. Fire & Rescue 2012 Annual Report

Lavarn Lucas, Fire Chief, referenced the 2012 Annual Report included in the agenda packet, and displayed a brief PowerPoint presentation to highlight certain aspects of the Report.

He explained the only change in the leadership staff that had occurred was that Tom Dunn had assumed the position of Emergency Management Coordinator, and he noted that two full-time positions had been eliminated.

Chief Lucas outlined the major accomplishments for 2012, which included the re-accreditation that occurred in March, the achievement of a heart safe community designation, and the ISO PPC

community rating of 3 having been retained since first achieved in 1993. With major changes in the ISO rating schedule taking effect July 1, Chief Lucas indicated his proposed presentation to the Committee concerning needs for retention of this rating would be made later in the year after further analysis of the changes. He briefly highlighted the achievements made in Operations, the activities in the Bureau of Fire Prevention and Training Division, and the equipment and reporting software changes made in Support Services. Statistics were cited for the Dispatch Center showing over 140 incoming phone calls daily, with 6,205 calls dispatched over the year. He noted the increase in the number of Freedom of Information requests, requiring additional processing time. The Fleet Maintenance key statistics were reviewed, as well as operational statistics broken down by Fire and EMS responses, showing a slight increase from 2011. Chief Lucas noted further statistical breakdowns by fire incident types, EMS incident types, EMS calls by primary impression, and incidents by month, day of week, and hour of day.

Chief Lucas concluded his brief overview and asked for questions. Mr. McCann reported that several citizens who had taken the CPR course recently had praised the excellent course and trainers.

b. Fire & Rescue 2013 Strategic Plan Recommendations – Status Report

Chief Lucas referenced the hand-out included in the agenda packet and explained the requirement to report to the Committee on the implementation of Recommendations contained in the Strategic Plan. He briefly reviewed the progress of the department name change, and the completed adoption of mission, vision, core values statements and motto. He reported a revision of the Fire and Rescue enabling ordinance would be forthcoming by the end of December. The status of other Recommendations concerning hydrant flow identification, a nuisance fire alarms ordinance, sale and discharge of fireworks, dispatch and emergency vehicle traffic pre-emption system upgrades, health and wellness committee, the plan for beach and water rescue options, emergency access gates, and the safety training officer position were briefly outlined by Chief Lucas. He noted that the open burning ordinance is on the agenda for first reading at the Town Council meeting tomorrow. He reported that discussions will be taking place soon with Community Development concerning traffic speed humps and tree obstruction, as well as what can be done about dirt roads.

He reported that the placement of AED's in all Fire and Rescue staff vehicles has almost been completed. Mr. McCann and Chief Lucas discussed the location of AED's in places of high occupancy, commercial hotels, security for the PUD's, and in various Town parks. He noted that both the 2012 Annual Report and Strategic Plan are posted on the Town website. Chief Lucas concluded his highlights of the Recommendations and asked for questions. There being none from the Committee or the public, Chairman Grant thanked Chief Lucas for his time and the good work being done by him and his staff.

Adjournment

At 10:46 a.m. Mr. McCann moved to adjourn the meeting and Mr. Grant seconded. The motion was approved by a vote of 2-0.

Respectfully submitted:

Lynn W. Buchman
Administrative Assistant

Approved by:

Marc A. Grant, Chairman