

TOWN OF HILTON HEAD ISLAND
INTERGOVERNMENTAL & PUBLIC SAFETY COMMITTEE

Minutes of the Wednesday, November 13, 2018
Special Meeting

Members Present: Bill Harkins, *Chairman*, David Ames, *Council Member*, David Bennett, *Mayor and Committee Member*

Members Absent: None

Others Present: John McCann, *Council Member*; Kim Craven *Public Strategies Group*; Sheriff PJ Tanner, *Beaufort County Sheriff's Office*; Lieutenant Colonel Allan Horton, *Beaufort County Sheriff's Office*; Captain Angela Viens, *Beaufort County Sheriff's Office*; Kiera Morris, *Beaufort County Sheriff's Office*

Staff Present: Josh Gruber, *Assistant Town Manager*; Ed Boring, *Deputy Fire Chief, Support Services*; Brian Hulbert, *Staff Attorney*; Phyllis Deiter, *Senior Administrative Assistant*;

Media Present: Stassy Olmos, WSAV

1. Call to Order

The meeting was called to order at 12:06 PM by Chairman Harkins.

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

4. Unfinished Business

5. New Business

A. Discussion regarding Beaufort County Sheriff's Office Audit Report

Mr. Harkins began the meeting by welcoming people around the board room table, explaining the purpose of the meeting was to share a draft report presented by Kim Craven, from the Public Safety Strategies Group. The purpose of the review was to identify the focus of their study from the consultant's stand point. Mr. Harkins wanted to bring to focus the points where the information is unclear, address differences needing to be resolved, and thereby, improve services in the future.

Kim Craven began her conversation with a history of the Public Safety Strategies Group. She spoke of the experience of the seasoned consultants, data analysts, and a brief synopsis of the number of projects. Her agency focuses on organizational goals; helping communities see success.

Josh Gruber shared a history of how the Town began the process. This started in the spring of 2016 with the Town issuing an RFP, (Request for Proposal) for a performance audit of Town's contract for Beaufort County Sheriff's Office (BCSO) Services. The intent of the performance audit was to ensure the services provided are in accordance with the staffing levels. Within the RFP, there were several tasks that were discussed. Primarily, the evaluation shall include a determination whether the following police services reflect in the current agreement are being performed according to the agreement and whether the services are adequate per the national norms and standards of a community in similar size and nature. In May of 2016, the Public Safety Strategy Group with Kim Craven as director, submitted a proposal to the Town outlining their performance audit service as well as their background as a firm in performing such similar services. The Town ultimately selected this firm to perform the audit. In August of 2018, the draft report was provided and is what is seen by the committee members for this meeting.

The project first started in 2016 with an initial attempt to conduct interviews with the Beaufort County Sheriff's department. However, delays ensued due to Hurricane Matthew and Tropical Storm Irma. The site visit was ultimately completed and limited to 5 interviews, including one with the Sheriff and one with his Command Staff. Public Safety Strategy Group spoke to Greg DeLoach, then Assistant Town Manager, and it was decided to keep to only one site visit. Public Safety Strategies Group looked at key items in the contract with BCSO and Town. The contract includes a series of attachments which were considered in the study, including a large amount of data to review. Ms. Craven noted that the draft report defined the word "Readable" data that is in a form that can be used and understood by a computer. She also spoke about real time updates that track information quickly and easily. The BCSO uses a spread sheet process that is not considered readable. Ms. Craven also noted that her company was not allowed to directly observe nor spend time in the field with the officers. This reflected in the inability to see daily life, get a feel for extra services, relationships with the community, and how BCSO reacts with people. Within the BCSO/ Town contract, there is a list of required reports that should be, but not necessarily, provided. Ms. Craven noted better software options are available for the Sheriff's office to run the real numbers of staffing.

Regarding Patrol, BCSO looks to be meeting this very well. There is more staff out there on the Island than is what is required in the contract. Ms. Craven asked for the metrics used for setting this model but did not receive any backup documentation for questions on staffing. The presentation continued to drill down into specific areas, such as call time with further discussion on staffing models and ratios. There were notations on potential gaps during the shift change times. The Sheriff's department questioned the data and why numbers appeared skewed. Ms. Craven explained there are data inconsistencies while using multiple data bases. Such reasons for this could be human data entry, or various types of variables.

Sheriff Tanner had questioned the timing of the newest draft copy available. Ms. Craven responded that the initial document was meant as a "draft" where all parties would continue to work on the end product. They further spoke about 911 alarm calls pertaining to repeat offenders and how it affects the community. They also spoke about community involvement. Ms. Craven had interviewed members of the public and based on their comments identified a desire for more personal interactions with the Sheriff's office. She suggested different ways to engage the citizens, empowering them to be part of the process.

Mr. Harkins spoke that the Committee and Town Council wanted to be as informed as they can be, improving public safety through their partnership with the Beaufort County's Sheriff's office. He finished the meeting by reiterating that this is a draft and all sides are working towards a final product.

- B.** Discussion to Request to Enter into Agreement with Beaufort County to Allow Enforcement of Beaufort County Ordinances within the Municipal Boundaries of Hilton Head Island.

This item was tabled until the next meeting.

6. Adjournment

With no further discussion, there was a motion for adjournment made by the Mr. Ames. It was seconded by Mayor Bennett. The meeting was adjourned at 1:40P.M.

Respectfully submitted:

Phyllis Deiter
Senior Administrative Assistant

Approved on: 1/7/2019

Bill Harkins, Chairman