

**EMERGENCY SERVICES DISTRICT No. 2
COMAL COUNTY, TEXAS
P. O. BOX 2140
Canyon Lake, Texas 78133**

Minutes of Regular Meeting July 15th, 2021

CALL TO ORDER: Ken Schein, Commissioner, declared a quorum and called the meeting to order at 4:00 pm. Other commissioners present were: Jim Whitcomb and Archie Dishman. Also present was Fire Chief Darren Brinkkoeter, Assistant Fire Chief Robert Mikel, EMS Division Chief Chris Clapper and Angela Hemphill, Chief Financial Officer. Commissioner Crossan and Hays were not in attendance.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The minutes of the regular meeting on June 17th had been emailed prior to the meeting. A change was requested. **The board accepted the revised regular minutes as proposed.**

CITIZEN'S COMMENT:

No Citizens were present at this meeting.

CHIEF'S REPORT: Fire Chief Darren Brinkkoeter summarized the report distributed. Chief Chris Clapper summarized the report submitted by Juanita Alexander, CHPP Paramedic. Ms. Hemphill stated that the Canyon Lake Fire/EMS, Inc. board of directors met to discuss the status of the Community Health Paramedic Program (CHPP). It was decided by this board that the program has had to change significantly due to COVID19 along with capturing revenue sources that could make the program self-sufficient are not foreseeable. The board opted to discontinue the program effective 10/1/2021. Chief Brinkkoeter informed the board that the County is reporting an increased in the COVID19 cases. The board acknowledged the report as given.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED CLINICAL AFFILIATION. AGREEMENT BETWEEN COMAL COUNTY ESD 2, ESD 3 AND TEXAS LUTHERN UNIVERSITY:
Commissioner Hays was not in attendance. Item tabled until further notice.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON BUDGET FORMULATION FOR FY22 BUDGET BASED ON ESTIMATED FUTURE TAX REVENUE BASED ON THE APPRAISAL DISTRICT ASSESSMENTS AND FUTURE REQUIREMENTS:

Ms. Hemphill stated that she along with the Chiefs are finalizing the proposed FY22 budget. The appraisal district has until July 25th to certify numbers. Once we have those numbers we can determine what the proposed tax rate will be for 2021. She recommended holding the budget workshop early August. Since Fran and Tom were not in attendance, Ms. Hemphill stated she would confirm availability for a date and send back out to the board.

COMMUNITY OUTREACH UPDATE:

Commissioner Hays was not in attendance to this meeting. Commissioner Whitcomb ask that the committee or Leadership staff consider holding Open Houses soon for the two new stations.

PRESENT AND DISCUSS THE ANNUAL AUDIT REPORT AND CONFIRM SUBMISSION TO THE COUNTY AUDITOR/COMMISSIONERS COURT PER HEALTH AND SAFETY CODE CHAPTER 775.082:

Commissioner Dishman informed the board that with the assistance of the auditor's office, the report was finalized and submitted to the County Auditor within the 30 day extension. He requests the presentation over the report be tabled until all commissioners are in attendance at a meeting.

RECEIVE REPORT FROM THE TREASURER AND CONSIDER TAKING RELATED ACTION INCLUDING APPROVAL OF MONTHLY BILLS, INVOICES AND THE FINANCIAL REPORT:

Archie Dishman discussed the Treasurer's Report with the board. **The board acknowledged the report given by Commissioner Dishman.**

Commissioner Dishman stated that there were 16 claims to be approved for payment:

ESD 3	August Allocation	\$284,009.81
TMHP	Patient Recvb Refund	\$795.00

Lake & River Landscaping	Central Mow	\$70.00
Discount Tire	M52 Tire	\$298.75
Rick Reed & Company	FY20 Financial Audit	\$9,000.00
VFIS Insurance	Premium Installment	\$1,014.00
Triple Peak	Unit 8234 Oil and Fuel Filter Change	\$453.89
ValMark Chevy	Unit 0050 Repairs	\$1,885.56
Comal Co. Tax Assessor	Unit 2945 Registration	\$7.50
Stericycle	Medication Disposal	\$69.00
Frazer	Parts Medic 57	\$74.07
Ambitec, Inc.	Ballistics Vests x 10	\$4,399.70
Stryker	Quarterly Maintenance	\$6,966.00
Dr. John R Flanagan	Medical Direction Qtrly Fee x 2	\$6,250.00
ESD 3	ESO Reimbursement	\$9,100.55
Moultrie Bookkeeping	July 2021	\$250.00

Commissioner Dishman moved to approve payment for claims submitted and Commissioner Schein seconded. All commissioners approved; motion carried.

COMMISSIONER COMMENTS:

Commissioner Whitcomb updated the board regarding the status of the proposed Interlocal Agreement between Comal County ESD 2, ESD 3 and ESD 6.

SECRETARY PRESENTATION OF COMMUNICATIONS RECEIVED:

Commissioner Whitcomb stated that no items were received.

IDENTIFY ITEMS FOR THE July MEETING:

TLU Affiliation Agreement if needed
Proposed Stryker Agreement
Truth and Taxation / Budget

NEXT MEETING:

Regular monthly meeting - Thursday, August 19th, 2021 at 4:00PM – Canyon Lake Fire/EMS Station 51

ADJOURN: Meeting adjourned at 4:59PM