

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

Minutes of Regular Meeting September 17th, 2020

CALL TO ORDER: Ken Schein, Vice President, confirmed that the official notice for this meeting was properly posted, then declared a quorum and called the meeting to order at 6:30 pm. Other commissioners present through Zoom (webcast) were: Archie Dishman, Francesca Hays and Jim Whitcomb. Commissioner Tom Crossan attended in person at Station 51. Also present was Fire Chief Darren Brinkkoeter, Assistant Fire Chief Robert Mikel, EMS Division Chief Brandon Kludt and Business Manager Angela Hemphill.

CITIZEN'S COMMENT: There were no citizens present.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The minutes of the regular meeting on August 15th had been emailed prior to the meeting. There were no changes/corrections requested. The board accepted the minutes as presented.

CHIEF'S REPORT: EMS Division Chief Brandon Kludt informed the board that there were 313 EMS calls for service for the month of August. The average response time was 7:31. The board and the Chiefs discussed the remainder of the report. The board acknowledged the report as given.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED BUSINESS ASSOCIATE AGREEMENT BETWEEN PULSARA AND COMAL COUNTY ESD NO. 2 FOR SOFTWARE THAT ALLOWS FOR RADIO REPORT TO HOSPITALS: Chief Kludt informed the board that legal counsel has reviewed and the agreement is now back with Pulsara for approval. He asked that this agenda item be tabled until the next monthly meeting. The board acknowledged.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON INTENT TO PURCHASE ONE (1) TYPE I 14' AMBULANCE IN 2021 TOTALING \$237,410.07 PER QUOTE Q2069-001 WITH FRAZER LTD.: Chief Kludt relayed that this is the intent form in order to hold a spot with Frazer on their production line for the intended and budgeted 2021 14' Ambulance through Frazer. Commissioner Dishman moved to approve the proposed intent letter for the production of the budgeted 2021 14' ambulance totaling \$237,410.07 per Quote Q2069-001 with Frazer. Commissioner Whitcomb seconded and all commissioners approved.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON THE RENEWAL OF THE SERVICE AGREEMENT FOR MEDICAL DIRECTION BETWEEN COMAL COUNTY ESD No. 2 AND DR. JOHN R FLANAGAN: Chief Kludt stated that the current agreement calls for a one year renewal if both the district and Dr. Flanagan would like to continue until the provider license renewal is up for review with Texas Department of State Health Services. Chief Kludt stated that Dr. Flanagan is very interactive with the department and has conducted monthly meetings with the staff even during the month of shelter in place during the pandemic joining in through Zoom. Discussion occurred regarding the need to adjust performance metrics and Chief Kludt stated that he felt at this time it was not necessary. **Commissioner Dishman moved to renew the agreement between Dr. John R Flanagan and Comal County ESD No. 2 for medical direction for another year. Commissioner Hays seconded and all commissioners approved.**

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CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED SERVICE AGREEMENT FOR SEPTIC MAINTENANCE AT THE NANCY HARE BUILDING BETWEEN AEROBIC SERVICES OF SOUTH TEXAS AND COMAL COUNTY ESD 2: Mrs. Hemphill stated that this agreement is the same as previous years other than the dates associated with the term of the agreement and that Form 1295 has been filed by the business entity as required by the Texas Ethics Commission. **Commissioner Schein moved to approve the agreement for septic services between Aerobic Services of South Texas and Comal County ESD No. 2. Commissioner Whitcomb seconded. All commissioners approved.**

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

Commissioner Dishman stated that copies of the Treasurer's Report were sent out by email prior to the meeting. Included in the report were Budget to Actual at 8/31/20, Statement of financial position for 8/31/20, Statement of Financial Income and Expense for August and YTD and ESD#2 Ad Valorem Tax Receipts comparison 2005 thru 2020. **The board acknowledged the report given by Commissioner Dishman.**

Commissioner Dishman stated that there were 9 claims to be approved for payment:

ESD#3	(date check 10/1/20) Oct p/r	\$268,949.74
Dr. John Flannigan	3rd qtr. medical director	\$3,125.00
Ranger Auto	DEF Fluid	\$125.89
Frazer	LP 15 kits, latch	\$164.01
Anaconda	WiFi Antenna unit 6678	\$24.00
Emergicon	Billing fees	\$6,872.42
Stericycle	Medication Waste Disposal	\$69.00
Discount Tire	Tires x 2	\$644.50
ValMark Chevy	Unit 2772 repairs	\$1,009.18

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

RECEIVE, CONSIDER AND DISCUSS RELATED BUSINESS TO COMMUNITY OUTREACH:

Commissioner Hays stated that there has not been a committee meeting but that discussions related to community outreach have occurred between Commissioner Susan Shirley-Menzel of ESD 3 and Lt Vayo with the department.

COMMISSIONER COMMENTS:

The board stated that they are looking forward to the openings of the two new stations.

NEXT MEETING:

Regular Monthly Meeting - Thursday, October 15th @ 6:30PM @ Station 51.

ADJOURN: Meeting adjourned at 7:19 PM