

COMAL COUNTY
EMERGENCY SERVICES DISTRICT No. 3

PUBLIC NOTICE

The Board of Commissioners of Comal County Emergency Services District No. 3
will hold a **Regular Monthly Meeting** on **January 18, 2024 at 1:30 PM**
at Canyon Lake Fire/EMS Station 51, 1074 Scissortail, Canyon Lake, TX 78133.

This meeting is open to the public.

1. Invocation, Pledges of Allegiance, Call to Order, and Statement of Quorum.
2. Confirmation of reappointment and taking oath of office of Stuart Magloff,
Confirmation of reappointment and taking oath of office of Susan Shirley-Menzel,
Confirmation of reappointment and taking oath of office of Don Wagner.

PUBLIC COMMENT

3. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners.
It is also the policy of Comal County Emergency Services District No. 3 that Public Comment at regular monthly meetings of the Board of Commissioners will be limited to a total of 20 minutes, and individual comments will be limited to 3 minutes. A speaker may not speak for more than 3 minutes by accumulating time periods of other speakers.

4. Election of Officers for 2024.
5. Motion for authorization given to check signers.
6. Establish time and date of monthly meetings.
7. Review and reaffirmation of standard operating guidelines, i.e., line of succession, presidential motions and voting, citizen comments, etc.
8. Appointment of Commissioners to Committees
 - Apparatus
 - Audit
 - Budget and Finance
 - Building
 - Compensation
 - Strategic Planning
 - ESD No. 3 Representatives (2) to Canyon Lake Fire/EMS Board

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CONSENT ITEMS

9. Consider, discuss and take appropriate action on acceptance of the meeting minutes from the December Regular Meeting.

10. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
 - Monthly bills and invoices;
 - Quarterly financial report;
 - 4th Quarter investment report.
 - Status of billing services by EmergiFire.

REPORTS/ACTION ITEM

11. Consider, discuss and take appropriate action on Reports from the Fire Chief:
 - Operational report;
 - Status YTD Report: Grants (Awarded and Pending);
 - Update on status of the CAD and radio communication;
 - Status of the radio alerting system with Motorola, Westnet and involved Chiefs;
 - Update on status of TEEX 2023 Paramedic Program;
 - Update on status of TEEX 2024 Paramedic Program;
 - Update on Promotional process;
 - Status on Tender 55 Unit 3856;
 - Status of SCBA equipment and dispositions of surplus equipment;
 - Status of disposition of surplus communications equipment;
 - Status of multiagency dive team vs “All Hazard Team;”
 - General discussion and question

COMMITTEE REPORTS

Apparatus – Alan Stahlman (Chair), Holly Gill

Consider, discuss and take appropriate action on a status report:

- Current and Future needs
- Proposed declaration of 2016 Ford Expedition, VIN # 1FMJK1GT6GEF45083 as surplus equipment and authorization to sell through Rene Bates

Audit – Don Wagner (Chair)

Consider, discuss and take appropriate action on a status report:

- Proposed engagement letter from ABIP to perform FY23 Financial Audit

Budget and Finance – Alan Stahlman (Chair), Stuart Magloff

Consider, discuss and take appropriate action on status reports:

- Approval of Proposed Investment Policy for FY24;

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Building – Alan Stahlman (Chair), Susan Shirley-Menzel

Consider, discuss and take appropriate action on a status report from the Building Committee.

- Status of Station 52 site work proposal for consideration and vote;
- Status of search for property to replace Station 53;
- Status of negotiations for a pricing contract with Martinez Architects for the Administration Building.

Compensation Committee – Holly Gill (Chair), Stuart Magloff

Consider, discuss and take appropriate action on a status report.

Strategic Planning – Holly Gill (Chair), Stuart Magloff

Consider, discuss and take appropriate action on a status report.

Canyon Lake Fire/EMS, Inc. – Susan Shirley-Menzel (Bob Janusaitis, President)

- Status update on PulsePoint CAD implementation;
- Status on CPR Classes for 550 people;
- Status on the smoke detector program.

Canyon Lake Professional Firefighters Association L4713 –

- Update on association activities

OLD BUSINESS

NEW BUSINESS

12. Consider, discuss and take appropriate action on proposed presentation of annual report to present to Commissioners Court on January 25th, 2024.

13. Consider, discuss and take appropriate action on proposed Memorandum of Agreement between Texas A&M Engineering & Extension Service (TEEX), Comal County ESD No. 3 and Comal County ESD No. 2 for the 2024 Paramedic Program at a cost of \$16,650.00. (Budgeted)

14. Commissioners Comments (Not subject to vote)

15. Announcements: Safe D update (February 22 – 24)

16. Next Meeting: **TBD**

17. Adjournment

NOTICE:

If, during the course of the meeting covered by this Notice, the Board of Commissioners should determine that a closed meeting or session of the Board of Commissioners is required, then such a closed meeting or session as authorized by the Texas Open

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Meetings Act, Texas Government Code, Section 551.001, et seq., will be held by the Board of Commissioners at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Board of Commissioners may conveniently meeting such closed meeting or session concerning any and all purposes permitted by the Act.

Should any final action, final decision, or final vote be required in the opinion of the Board of Commissioners with regard to any matter considered in such closed meeting or session, the final action, final decision, or final vote shall be either:

- a. in the open meeting, covered by the Notice upon reconvening of the public meeting;
- b. at a subsequent public meeting of the Board of Commissioners upon notice thereof;
- c. as the Board of Commissioners shall determine

Comal County Emergency Services District No. 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Angela Hemphill, Manager for Comal County Emergency Services District No. 3 at (830) 907-2922, EXT 304 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

Susan Shirley-Menzel, Secretary, CCESD No. 3
POSTED: (1/15/2024)