

**COMAL COUNTY**  
**EMERGENCY SERVICES DISTRICT No. 3**

**PUBLIC NOTICE**

The board of Comal County Emergency Services District No. 3 will hold a  
**Regular Monthly Meeting on June 15, 2022 at 1:00 PM** at Canyon Lake Fire/EMS  
Station 51, 1074 Scissortail, Canyon Lake, TX 78133.

The meeting is open to the public.

1. The Opening meeting Agenda is as follows: Invocation, Pledges of Allegiance, Call to Order, and Statement of Quorum.

**PUBLIC COMMENT**

2. **Public Comment:** 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.

**CONSENT ITEMS**

3. Consider, discuss and take appropriate action on acceptance of the meeting minutes from the May regular meeting.
4. Consider, discuss and take appropriate action on reports from treasurer and District Chief Financial Officer, including:
  - Monthly bills and invoices;
  - Monthly financial report;

**REPORTS/ACTION ITEM**

5. 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;
  - Update on status of TEEX 2022 Paramedic Program;
  - Update on New Hires;
  - General discussion and question

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**COMMITTEE REPORTS**

**Apparatus** – Alan Stahlman (Chair), Holly Gill

Consider, discuss and take appropriate action on:

- Current and Future needs

**Audit** – Don Wagner (Chair)

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

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

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

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

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

**Community Outreach** - Susan Shirley-Menzel (Chair)

Consider, discuss and take appropriate action on development of a community outreach program to educate the public about Canyon Lake Fire/EMS that will contribute to improvement in the health and safety of the community.

**Compensation Committee** – Don Wagner (Chair), Holly Gill

Consider, discuss and take appropriate action on the Fire Chief job description presented by Commissioner Gill.

**Strategic Planning** – Holly Gill (Chair), Stuart Magloff

Consider, discuss and take appropriate action on a status report and approval by the board:

- Discussion in regards to budget for Outreach.

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

- Status update

**OLD BUSINESS**

6. Update on the creation of a Shape File of ESD No. 2 and No. 3 for submission to the County.

7. Consider, discuss and take appropriate action on proposed Memorandum of Understanding between Comal County ESD No. 3, No. 2, No. 1, No. 4, No. 5, and No. 6 for cost sharing of software and equipment fees related to CAD project.

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NEW BUSINESS

8. Consider, discuss and take appropriate action on proposed purchase order for ESO Solutions for services to be rendered 6/5/22 – 6/4/23 for software relating to patient care reporting totaling \$13,466.98.
9. Consider, discuss and take appropriate action on proposed Program Letter of Agreement between Comal County ESD No. 2, Comal County ESD No. 3 and University of Texas Health Science Center at San Antonio Joe R. & Teresa Lozano Long School of Medicine for their GME program students to perform clinical observation hours with Canyon Lake Fire/EMS.
10. Commissioners Comments (Not subject to vote)
11. Announcements
12. Next Meeting: July 2022 date to be determined.
13. 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 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: (6/10/2022)