

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

Minutes of Regular Meeting August 15th, 2019

CALL TO ORDER: Jim Whitcomb, Commissioner, declared a quorum and called the meeting to order at 6:30 pm at Canyon Lake Fire/EMS Station 55, 1223 Island View Drive, Canyon Lake, Texas. Other commissioners present were: Tom Crossan, Kenneth Schein and Michael Hayes. Also present was EMS Division Chief Brandon Kludt, Fire Chief Darren Brinkkoeter, Battalion Chief Jeff Kahanek and Business Manager Angela Hemphill. Commissioner Archie Dishman was absent.

CITIZEN'S COMMENT:

There were no citizens present.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The minutes of the regular meeting on July 19th had been emailed prior to the meeting. There were some minor changes/corrections requested. A revised set was emailed out for review. **The board accepted the proposed revised minutes as submitted.**

CHIEF'S REPORT: EMS Division Chief Kludt informed the board that there were 322 EMS calls for service for the month of July. The average response time was 7:56. The board and Chief Kludt discussed the remainder of the report. Chief Kludt stated that Comal County Fair Association has requested a small donation of disposable EMS supplies for minor treatments needed at the upcoming annual Fair. The cost associated with this can be absorbed in the current budget for EMS Supplies however wanted to make sure the board was aware of the contribution. He then stated that the district was awaiting a response from the McKenna Foundation about our grant application for the Community Health Paramedic Program. Chief Brinkkoeter informed the board of the letter received by ISO (Insurance Services Office) stating that our PPC (Policy Protection Class) rate for our department will be improved from a 4/10 to a 2/10 as of January 1st of 2020. He stated that this change could afford our citizen who live within a 5 road mile distance to one of our stations a reduction in their premiums for homeowners insurance. Once Stations 54 and 56 are operational, those citizens within 5 road miles will go from a 10 to a 2 and will see a significant reduction in their premiums.

REVIEW, CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON INTERLOCAL AGREEMENT CONTRACT OBLIGATIONS METRICS:

Commissioner Whitcomb stated that Commissioner Dishman and he met with Commissioners Gill and Bowen of ESD 3 **along with the leadership of the department. Discussions over revisions needed for the new interlocal were discussed and are currently being made. The committee hopes to present a proposed Interlocal Agreement for Year 2020-2024 at the September monthly meeting.**

RECEIVE, CONSIDER, DISCUSS AND TAKE ACTION ON COMMUNITY OUTREACH PROGRAM UPDATE:

Commissioner Hayes stated that he along with Commissioner Shirley-Menzel have met with a couple times with the most recent meeting including LT. Vayo (responsible for department PR) and Juanita Billeiter, the Community Health Paramedic to discuss opportunities for Outreach. The department has been tasked to research the next time to participate in Shattered Dreams with the school district and Comal County Sheriff's Office. Also they were going to look into conducting a coloring contest for the schools in our area to participate in and present ribbons to winners at the upcoming Open House scheduled for October.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON DRAFT OF 2020 BUDGET:

Mrs. Hemphill is working on the changes requested at the budget workshop but will send out through email to the commissioners prior to their 1st public hearing on August 19th.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON THE PURCHASE OF A STRYKER INSTRUMENTS SAGITTAL BONE SAW TOTALING \$17,536.96:

Chief Kludt stated that this item is included in the 2019 budget and will be part of future protocol changes to be included in the upcoming renewal of the TX Department of State Health Services provider license. **Commissioner Hayes moved to approve the proposed purchase of a Stryker Instruments Sagittal Bone Saw Totaling \$17,536.96. Commissioner Crossan seconded and all commissioners approved.**

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

Commissioner Crossan distributed copies of the Treasurer's Report. Included in the report were Budget to Actual at 7/31/19, Statement of financial position for 7/31/19, Statement of Financial Income and Expense for July and YTD and ESD#2 Ad Valorem Tax Receipts comparison 2005 thru 2019. **The board acknowledged the report given by Commissioner Crossan.**

Commissioner Crossan stated that there were 18 claims to be approved for payment:

ESD#3 (date check 9/1/19)	September p/r	\$219,362.88
Local Landscape	mow 8/9	\$50.00
Pelican Bio Thermal	IR Gun	\$116.81
Checked Flag	Unit 0050 Oil Change	\$127.24
TxDSHS	Renewal of Provider License	\$1,770.00
TxDSHS	Addition of Medic Unit	\$90.00
Physio Control	Qtrly Maint	\$4,782.00
Check Point Tire	Unit 2772 Repair	\$15.00
Carlton Law Firm	Legal Counsel	\$785.00
Comal Appraisal District	4 th Qtr Fees	\$7,810.95
Angela Hemphill	Reimb State Reg Unit 2945	\$7.50
Galls	Commissioner Shirts	\$324.28
ESD 3	Reimb. TNT Notices	\$1,030.00
Stericycle	Medication Disposal	\$69.00
Triple Peak Auto	Unit 2772 Oil Change/Air Bag Replac.	
	Unit 6678 Oil and Fuel Filter Change	\$856.19
ValMark Chevy	Unit 0050 Diagnostics	\$150.55
John Wright Associates	LED Lights Medic Unit	\$335.60
Witmer Public Safety	New Medic Items	\$496.94

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

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON RESOLUTION AMENDING AUTHORIZED REPRESENTATIVES – TEX POOL ACCOUNTS:

Mrs. Hemphill asked that the board table this item for a future meeting. The board agreed.

COMMISSIONERS COMMENTS:

No comments were made.

SECRETARY PRESENTATION OF COMMUNICATIONS RECEIVED:

Commissioner Crossan stated the district did not receive any correspondence.

IDENTIFY AGENDA ITEMS FOR SEPTEMBER MEETING:

Review of Final Draft of Interlocal Agreement 2020-2024

Follow up of Open House in October and Community Outreach status

NEXT MEETING: September 19th @ 6:30pm at Canyon Lake Fire/EMS Station 51

ADJOURN: Meeting adjourned at 7:40PM