

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

**Minutes of Regular Meeting February 16th, 2022**

**CALL TO ORDER:** Fran Hayes, Vice President, declared a quorum and called the meeting to order at 4:05 PM. Other commissioners present were: Jim Whitcomb, Kenneth Schein and Archie Dishman. Also present was Acting Fire Chief Robert Mikel, EMS Chief Christopher Clapper, and Angela Hemphill, Chief Financial Officer. Commissioner Crossan was not present.

**CITIZENS PRESENT:** Members of the Canyon Lake Professional Firefighters Association (CLPFA) were recognized as present. President Joshua Risner and Vice President Brandon Barnet are on the agenda to provide information.

**APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING:** The December 2021 and January 2022 minutes were reviewed and approved without amendment or corrections.

**CLPFA PRESENTATION:** Engineers Risner and Barnet gave a brief presentation outlining the fundraising activities and charitable contributions made by CLPFA during the past year. CLPFA has conducted 4 fundraising activities and raising \$12,000 which have been used funding tuition for Paramedic training and additional benevolent needs. CLPFA outlined their plans, the board offered their thanks and pledged to support future activities.

**CHIEF'S REPORT:** Chief Robert Mikel provided an operational summary highlighting: the status of paramedic course graduates, onboarding of new hires, implementation of active 911 system, update of the new paramedic course, documenting a lower injury rate within the department, update on responses by station 56 to the Copper Ridge subdivision and finally participation in a resiliency study.

**DISCUSSION OF COVID RELATED PUBLIC HEALTH MEASURES:** Chief Mikel gave an overview presentation of COVID related policies actions and status. Items covered as follows:

- Multiple studies addressing vaccine and natural immunity against COVID
- Departmental level of protection: 93% of personnel vaccinated or recovered
- Masking policies for responders and patients
- Levels of on hand PPE, adequate

**ACTION ITEM AGENDA:**

**ACTION ITEM #1.** Update discussion related to request from the Comal County Elections Coordinator for the creation of a shape file containing the boundaries of ESD No. 2.

**Ms Hemphill gave a brief update, progress is slow but moving, table this item and retain for discussion and action in March.**

**ACTION ITEM #2.** Consider, discuss and take appropriate action on proposed pay structure revision being considered by ESD No. 3

**Motion by Commissioner Whitcomb to approve and implement, second by Commissioner Dishman. Motion passed unanimously.**

**ACTION ITEM #3.** Update discussion on action to sell surplus ambulance #7042. surplus. This vehicle is no longer being used as a training ambulance.

**Motion by Commissioner Whitcomb second by Commissioner Schein for Vice President Hayes to sign the Rene Bates Auction Agreement. Motion passed unanimously.**

**ACTION ITEM #4.** Review, discuss, and take appropriate action on contracts due at the first of the year – i.e. WORD, WHITEWATER, Bookkeeping Services

**Tabled to be included in the March 2022 agenda**

**ACTION ITEM #5.** Review, discuss and take appropriate action on Investment Policy for 2022.

**Commissioner Dishman indicated that the investment policy will remain unchanged in 2022. Commissioner Whitcomb requested the policy be updated with a revised date specifying it as our 2022 Investment Policy.**

**ACTION ITEM #6.** Receive report from the treasurer and consider taking related actions Commissioner including approval of monthly bills, invoices, and financial report.

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

**COMMISSIONER COMMENTS: All comments for information only, no action items will be considered.**

**NEXT MEETING:**

Regular monthly meeting – Wednesday 16 March 2022 at 4:00PM – Canyon Lake Fire/EMS Station 51

**ADJOURN:** Meeting adjourned at 5:20 PM