

**Comal County
Emergency Services District No. 3**

PUBLIC NOTICE

Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the Board of Comal County Emergency Services District No. 3 may hold meetings through a virtual meeting because of the difficulty and risks of convening a quorum in one location. If initiated, the virtual meeting will be broadcast and recorded as required by the Texas Open Meetings Act.

Comal County Emergency Services District No. 3 has scheduled a regular monthly meeting to be conducted on Thursday, December 17th, 2020 at 1:30PM and will be conducted through a ZOOM meeting that can be accessed through the following internet address:

<https://us02web.zoom.us/j/84711974023?pwd=SERIRk13bVliZmJRHRxaEh0OVcrdz09>

Meeting ID: 847 1197 4023

Passcode: 252525

Or Phone Access can be made through the following telephone number:

(346) 248-7799

Meeting ID: 847 1197 4023

Passcode: 252525

Information related to this meeting can be found at <http://canyonlakefire-ems.org/ccesd3/>

The meeting is open to the public.

AGENDA

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

PUBLIC COMMENT

2. 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 previous 2 monthly meeting minutes and Special Meetings/Building Committee meetings minutes;
4. Consider, discuss and take appropriate action on reports from treasurer and district business manager, including:

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- Monthly bills from October and November/December and invoices;
- Monthly financial reports;

REPORTS/ ACTION ITEM

5. Consider, discuss and take appropriate action on Reports from District Fire Chief and EMS Division Chief:
 - Review of Monthly FIRE/EMS Activity Data and Status Report;
 - Update on repairs to Truck 51;
 - Update on Quartermaster applications;
 - Station 56 operations since opening of station;
 - ISO update;
 - Status YTD Report: Grants (Awarded and Pending);
 - Status of Fire Recovery USA Report;
 - General discussion and questions
 - Use of part time employees

COMMITTEE REPORTS

6. **Apparatus** – Jane Bowen (Chair), Alan Stahlman
Consider, discuss and take appropriate action on status report:
 - Current and future needs
7. **Audit** – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on status report:
 - Consider, discuss and take appropriate action on proposal for services from ABIP for the 2020 audit totaling \$13,350
8. **Budget and Finance** – Alan Stahlman (Chair), Holly Gill
Consider, discuss and take appropriate action on status report.
9. **Building** – Alan Stahlman (Chair), Susan Shirley-Menzel
Consider, discuss and take appropriate action on a status report from the Building Committee including:
 - Update on future Station 54 (River Chase) and currently operating Station 56 (Vintage Oaks);
 - Discussion and action regarding grand opening ceremony for Stations 54/56
 - Discussion and action regarding the DCDA Assembly payment.
 - Discussion about other properties in District 53's area presented by Joe Lyons.
10. **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:
 - Status Report from committee meetings

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11. **Community Paramedicine** – Jane Bowen (Chair), Susan Shirley-Menzel
Consider, discuss and take appropriate action on status report:
 - Update on Community Paramedicine activity

12. **Compensation Committee** – Don Wagner (Chair), Holly Gill
Consider, discuss and take appropriate action on status report:
 - **Executive Session:** Comal County ESD No. 3 Board will enter a closed meeting pursuant to the Texas Government Code Section 551.014 to consider and discuss the evaluations of the 2020 Job Performance and Goals of the Canyon Lake Fire/EMS Fire Chief and the Business Manager.

 - The Board will reconvene in open session to take action on the 2019 compensation of the Fire Chief and Business Manager.

13. **Strategic Planning** – Jane Bowen (Chair), Holly Gill
Consider, discuss and take appropriate action on status report

NEW BUSINESS

14. Consider, discuss and take appropriate action on proposed amendment, increasing authorized amount from \$14,068 to \$14,171, under PO# 073020-1 issued to Metro Fire for Loose Equipment

15. Consider, discuss and take appropriate action on proposed purchase order for Class A Foam totaling \$5,126.40 through Burton's Fire

16. Commissioners Comments (Not subject to vote)

17. Announcements

18. Next Meeting:
January Monthly Meeting To Be Determined

19. 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:

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- 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: (12/14/2020)