

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

DRAFT Minutes of Regular Meeting January 26, 2024
Prepared By: Chelsea Ormond, Secretary

CALL TO ORDER: Commissioner Crossan declared a quorum and called the meeting to order at 2:30PM. Commissioners Crossan, Hays, Janusaitis, Schein, and Ormond were present. Also present were Chief Robert Mikel, Assistant Chief Chris Clapper, and Angela Hemphill, Chief Financial Officer (CFO).

CITIZENS PRESENT: Charles Richard, CLPFFA

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The December 2023 minutes were reviewed and approved.

CHIEF'S REPORT: Chief Mikel presented an operations update on reports of new SCBAs, results of recent Paramedic exam pass/fail rate, launch update of Westnet CAD system, update of PulsePoint radio system, the estimated delivery of three new ambulances in 2024, and update of quarterly Quality Assurance/Quality Inspection meeting with Sheriff Reynolds. Chief also provided an update of recent calls.

ACTION ITEM AGENDA

ACTION ITEM 1. Nominate, discuss, and elect officers for ESD 2 Board for 2024.

Introductions were offered by all commissioners. Crossan presented a nomination of officers. Commissioner Schein made a motion to elect Schein-President, Hays-Vice President, Crossan-Treasurer, Janusaitis-Asst. Treasurer, Ormond-Secretary. Commissioner Hays seconded. After discussion the motion approved without objection.

ACTION ITEM 2. Receive report from the treasurer and consider taking related actions including approval of monthly bills, invoices, and financial report. Crossan presented the January financial report. Janusaitis made a motion to accept the report and approve all monthly bills. Hays seconded. Motion approved without objection.

ACTION ITEM 3. Discussion over upcoming audit process and consideration of proposed Engagement Letter from ABIP to perform FY23 financial audit. Hemphill discussed the importance of being more timely in our process to select an auditing firm earlier in the year to meet the required deadline of June 1. Firms that offer services to government agencies are getting harder to find with satisfactory customer service. Commissioners discussed process and timeframe to seek bids for potential new firms. Commissioner Crossan motioned to submit Engagement Letter to ABIP. Commissioner Janusaitis seconded. Motion approved without objection.

ACTION ITEM 4. Declare (5) Phillips Heartstart 100 AEDs as surplus and donate to the Water Oriented Recreation District of Comal County. Chief presented ESD 3 has an adequate supply of AEDs and recommended donating 5 surplus AEDs to WORD which wants needs the devices. Commissioner Crossan motioned to donate the 5 surplus AEDs to WORD of Comal County. Commissioner Janusaitis seconded. Motion approved without objection.

ACTION ITEM 5. Consider and take appropriate action on the purchase of 9 Lumify S4 ultrasound devices budgeted for 2024. Asst. Chief Clapper presented the current ultrasound machines are outdated. Training for the upgraded devices has been provided to Asst. Chief by Dr. John Flanagan, Medical Director who will provide additional and ongoing training to all personnel. A motion was made by Commissioner Crossan to purchase the 9 devices as approved in the budget. Commissioner Ormond seconded. Commissioner Hayes discussed concern of personnel not being competently trained to properly identify conditions with ultrasound machines and increasing risk of liability by using them. Ormond asked if making a partial purchase of machines to trial would be considered. Janusaitis mentioned his preference to have standardized units which benefits personnel. After no future discussion the motion was approved without objection.

COMMISSIONER COMMENTS: All comments for information only, no action items will be considered. Ormond read an appreciation post from a River Chase resident who needed emergency services recently. All commissioners mentioned their excitement for the upcoming year, and thanked our ESD first responders for their continued service to our community.

NEXT MEETING: Regular monthly meeting, February 8, 2024, Canyon Lake Fire/EMS Station 51 @ 4:30PM

ADJOURN: Meeting adjourned at 4:45PM