

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

Minutes of Regular Meeting September 19th, 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 51, 1074 Scissortail, Canyon Lake, Texas. Other commissioners present were: Tom Crossan, Kenneth Schein, Michael Hayes and Archie Dishman. Also present was EMS Division Chief Brandon Kludt, Fire Chief Darren Brinkkoeter, Dr. John R Flanagan – CLFEMS Medical Director and Business Manager Angela Hemphill.

CITIZEN'S COMMENT:

There were no comments made.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The minutes of the regular meeting on August 15th, special meetings on August 6th and September 12th as well as the public hearings conducted on August 19th and August 29th had been emailed prior to the meeting. There were some minor changes/corrections requested. Revised sets were 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 285 EMS calls for service for the month of August. The average response time was 7:49. The board and Chief Kludt discussed the remainder of the report. Chief Kludt relayed that Juanita Billeiter's, our Community Paramedic, status with the program and all that she has been working on over this last month.

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

Commissioner Whitcomb stated that the committee for the renewal of the Interlocal agreement between ESD No. 2 and ESD No. 3 have met multiple times to revise the agreement for the upcoming Operational years 2020-2024. He distributed copies to the remainder of the commissioners of ESD 2 and discussed specific items that were addressed. He asked that they review the Interlocal as presented and if there are any questions or comments regarding other changes needed to please forward them to Mrs. Hemphill. She will compile and distribute to the Interlocal Committee for consideration. He is hoping that at the October or November meeting that both boards can have on their respective agendas for execution.

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

Commissioner Hayes stated that he along with Commissioner Shirley-Menzel of ESD 3 have continued to meet with Lt. Vayo and Ms. Billeiter, Community Health Paramedic, to finalize the coloring contest for the Open House event on October 19th. There next meeting is on September 30th.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED FINANCIAL CONTRIBUTION FOR COMMUNITY FIRE/EMS SAFETY GUIDE:

Chief Brinkkoeter presented the proposed guide to the board and stated that he is requesting they consider funding a portion of the cost to produce since it is more in-depth and represents the districts individually as well. **Commissioner Dishman moved to approve funding not to exceed \$10,000 to assist in producing the proposed community guide. Commissioner Hayes seconded. There was further discussion by the board. Motion carries with 3 in favor (Dishman, Hayes and Schein) and 2 (Crossan and Whitcomb) opposing.**

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

Commissioner Dishman distributed copies of the Treasurer's Report. Included in the report were Budget to Actual at 8/31/19, Statement of financial position for 8/31/19, Statement of Financial Income and Expense for August and YTD and ESD#2 Ad Valorem Tax Receipts comparison 2005 thru 2019. **The board acknowledged the report given by Commissioner Dishman.**

Commissioner Dishman stated that there were 12 claims to be approved for payment:

ESD#3 (date check 10/1/19)	October p/r	\$219,362.88
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Local Landscape	mow 8/26	\$50.00
Dr. John R Flanagan	3 rd Qtr Medical Director Fee	\$3,125.00
Discount Tire	2014 Medic Unit Tire	\$365.75
Triple Peak	Unit 8234 oil, 0050 battery swap	\$253.08
Astral Communications	cradle point for new medic	\$1,315.00
Checkered Flag	unit 0050& 2772 oil changes	\$254.48
Ranger Auto	power steering fluid/DEF stock	\$413.08
Stericycle	medical waste	\$69.00
Boundtree Medical	CMW infusion pumps x 7	\$38,684.45
ESD#3 reimb.	TNT ad/med docking unit	\$630.46
Aerobic Services of S. Texas	Central septic annual	\$530.00

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

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED RENEWAL OF THE MEDICAL DIRECTOR AGREEMENT BETWEEN COMAL COUNTY ESD NO. 2 AND DR. JOHN R FLANAGAN:

Dr. Flanagan thanked the board for their consideration on the renewal as he appreciates the longevity of the professional relationship he has had with Canyon Lake Fire/EMS, this being his 35th year with the department. He explained the changes he has seen this department go through in all its phases and has enjoyed being a part of them all. The board thank Dr. Flanagan for his years of loyalty to and assistance with the growth this department has been through. **Commissioner Schein moved to approve the agreement between Comal County ESD No. 2 and Dr. John R Flanagan for medical director services as proposed. Commissioner Crossan seconded and all commissioners approved.**

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 OCTOBER MEETING:

Review of Final Draft of Interlocal Agreement 2020-2024
Follow up of Open House in October and Community Outreach status

NEXT MEETING: Friday, October 18th @ 10:00am at Tye Preston Memorial Library

ADJOURN: Meeting adjourned at 7:16PM