

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

**Minutes of Regular Meeting April 16<sup>th</sup>, 2020**

**CALL TO ORDER:** Tom Crossan, 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 through Zoom (webcast) were: Jim Whitcomb, Francesca Hays, Kenneth Schein and Archie Dishman. Also present was EMS Division Chief Brandon Kludt, Fire Chief Darren Brinkkoeter, Assistant Fire Chief Robert Mikel, Business Manager Angela Hemphill and ESD 3 President Don Wagner.

**CITIZEN'S COMMENT:**

ESD 3 Board President Don Wagner made comment that both ESD 2 board and ESD 3 board are very proud of the department for the diligent efforts to protect the personnel and residents shown thus far during the current COVID19 pandemic occurring. President Crossan thanked President Wagner for his comments and attendance to the meeting. There were no other citizens present.

**APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING:** The minutes of the regular meeting on March 19th had been emailed prior to the meeting. There were no changes/corrections requested. The board accepted the proposed minutes as presented.

**CHIEF'S REPORT:** EMS Division Chief Kludt informed the board that there were 236 EMS calls for service for the month of March. The average response time was 7:07. The board and Chief Kludt discussed the remainder of the report. The board acknowledged the report as given. Chief Brinkkoeter reported on the construction status of Stations 54 and 56.

**DISCUSSION RELATED TO THE CURRENT COVID19 SITUATION LOCALLY, REGIONALLY AND NATIONALLY AND THE EFFECTS TO THE DISTRICT:** Chief Brinkkoeter updated the board on the current state of our region related to the Coronavirus (COVID19). Discussion over how the district is currently responding to possible calls related to COVID19 and how we are protecting our personnel from possible exposure occurred. Commissioner Hays expressed praise towards the department's actions shown with patient treatment/transport during this time. She mentioned only positive comments coming from outside agencies related to how we have operated since the beginning of the pandemic; we are the department to follow when it comes to the practices we have implemented. The Chiefs relayed their appreciation.

**CONSIDER AND DISCUSS POSSIBLE INTERLOCAL AGREEMENTS BETWEEN NEIGHBORING ESD's TO PROVIDE EMERGENCY MEDICAL SERVICES:**

Commissioner Whitcomb stated that there was nothing new to report on this item. Chief Brinkkoeter stated that due to the current pandemic, the ESD's and their respective Chiefs are in a holding pattern when it comes to discussing these agreements any further.

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED SERVICE AGREEMENT BETWEEN COMAL COUNTY ESD No. 2, COMAL COUNTY ESD No. 3 AND KONA COAST VENTURES (WWA):**

Chief Brinkkoeter stated that due to the COVID19 situation impeding their ability to operate as well as the Form 1295's not being filed by the business entity, he requested that we table this item until the May meeting.

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED SERVICE AGREEMENT BETWEEN COMAL COUNTY ESD NO. 2, COMAL COUNTY ESD NO. 3 AND COMAL COUNTY WATER ORIENTED RECREATIONAL DISTRICT (WORD):**

Chief Kludt stated that there were no changes made to this service agreement compared to last year's agreement outside of dates. The board discussed the agreement as presented with the Chiefs. **Commissioner Whitcomb moved to approve the service agreement between Comal County ESD No. 2, Comal County ESD No. 3 and Comal County WORD as proposed. Commissioner Schein seconded and all commissioners approved.**

**COMMISSIONER COMMENTS:**

Commissioner Whitcomb appreciated the district quickly finding a way to still meet in order to conduct business but comply with the current Shelter in Place orders for Texas. Commissioner Schein wanted to echo President Wagner’s comments earlier in the meeting. Commissioner Dishman and Crossan agreed as well.

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

Archie Dishman distributed copies of the Treasurer’s Report. Included in the report were Budget to Actual at 3/31/20, Statement of financial position for 3/31/20, Statement of Financial Income and Expense for March and YTD and ESD#2 Ad Valorem Tax Receipts comparison 2005 thru 2020. **The board acknowledged the report given by Commissioner Dishman.**

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

<b>ESD#3</b>	<b>(date check 5/1/20) April p/r</b>	<b>\$268,949.74</b>
<b>ESD#3</b>	<b>SAFED Hotel \$1,487.85</b>	
	<b>Inst. Radio into medic unit \$924.00</b>	<b>\$2,411.85</b>
<b>Lake &amp; River Landscape</b>	<b>mow 3/25</b>	<b>\$60.00</b>
<b>Specialty Biomedical</b>	<b>Annual inspections</b>	<b>\$791.00</b>
<b>Emergicon</b>	<b>Feb.-Mar. patient billing</b>	<b>\$5,161.85</b>
<b>Frazer</b>	<b>Medic Unit bracket plate</b>	<b>\$150.23</b>
<b>CLIA Lab Program</b>	<b>blood sugar testing cert</b>	<b>\$180.00</b>
<b>VFIS</b>	<b>insurance</b>	<b>\$951.00</b>
<b>Ace Hardware</b>	<b>Central shoreline</b>	<b>\$36.98</b>
<b>Tom Crossan</b>	<b>SafeD mileage</b>	<b>\$272.55</b>
<b>Triple Peak</b>	<b>Medic 2945 &amp; 667 oil change, etc.</b>	<b>\$354.60</b>
<b>Stryker Sales Corp</b>	<b>Lucas Device for new medic</b>	<b>\$16,778.90</b>
	<b>(a 2019 capital budget item)</b>	

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

**SECRETARY PRESENTATION OF COMMUNICATIONS RECEIVED:**

Commissioner Hays stated that no items were received.

**IDENTIFY ITEMS FOR THE MAY MEETING:**

Kona Coast Agreement

**NEXT MEETING:** Thursday, May 21<sup>st</sup> at 6:30PM via ZOOM Videoconference

**ADJOURN:** Meeting adjourned at 7:02 PM